

Minutes

APPROVAL & FUNDING COMMITTEE

Meeting Title	Approval & Funding Committee – 24 October 2019
Date of Issue	30 October 2019

Attendance:

A&FC Members

Dr Kate Barclay (Chair), Bev Robinson, Malcolm Press

Institute Officials

Nikki Christie, Darren Shaw, Nick Mawhinney, Anna West, , Shaista Hikmat, Valerie Panton , Anna Osbourne, David Weaver, Matthew Quelch, Mohammed Ali (Secretariat).

Apologies: Robin Millar (A&FC Member)

Welcome, declarations and minutes

1. Kate Barclay (Chair) welcomed Committee members and Institute officials to the meeting. Apologies were received from Robin Millar. It was noted that Kate Barclay, Bev Robinson, Robin Millar and Malcolm Press had all reviewed and provided comments on cycle 24 submissions ahead of the meeting.
2. The Chair asked Committee members whether they had any declarations of interest to make. A declaration was made by Malcom Press in relation to **ST0470: L6: Digital User Experience (UX) Professional (Integrated Degree) - Funding Band**; it was thereby agreed that Malcom would leave the room whilst the funding band is discussed. Committee members confirmed that they had no other interests to declare.

3. The Committee also considered a number of additional papers for information:

Papers for information

- Summary Decisions on Wave 1 Milestone 2 Technical Qualifications
- Qualifications Criteria
- Multi-Positional Welder Level 3 ST0350 (being retired)
- Gunsmith Level 3 (STO634) (decommissioned)
- Funding Analysis
- Level 2 & 3 Background data
- Approvals Data

Minutes Sign-off

4. The Committee approved the draft minutes from 1 August 2019 meeting with no amendments.

T Level approach

5. The Committee heard that the Institute was now at the Milestone 2 submissions stage for Wave 1 T Levels. This means Awarding Organisations have submitted their first full drafts. At the previous meeting it was agreed that the Committee would focus their attention on the outline content structure submission for each pathway. This is the first stage of developing the outline content when the occupations in scope of the T Level are decided. The Committee will then receive summaries of the draft and final outline content.

6. When the Awarding Organisations are developing the TQs, the Committee will also receive a summary of the most salient information. In addition it was agreed that the Chair would be briefed separately for the Technical Education Board. The Committee was content with this approach going forward.

Current approvals process

a) Proposals, standards and assessment plan recommendations

5. The Committee reviewed 12 recommendations on new occupation proposals made by Route Panels in Cycle 24. The Committee returned the Chartered Forester (L6) and Chartered Arboriculturist (L6) standards as they were not of the view that they should constitute two separate apprenticeships due to the degree of overlap, and felt further consideration should be given to core/option pathway.
6. In relation to Nuclear Technical Specialist (ST0779), the Committee agreed with the recommendation from the Engineering and Manufacturing Route Panel, but noted that mandating the PhD should be omitted.
7. In relation to Knitting Technican (ST0910), the Committee agreed that the Trailblazer should reconsider the titling to capture the engineering aspect.

Committee Sampling of Standards & Assessment Plans

8. As part of routine sampling, the Committee looked in detail at all level 2 and level 3 submissions. The Committee noted that the Gas Network Operative Level 2 Assessment Plan was very robust compared to Landscape Technician Level 3. However, they were content with the assessment methods given the safety critical elements required of the Gas Network Operative role.
9. Going forward the Committee agreed that it would look at trend data instead of carrying out a sampling exercise on the submissions. The Insituite would provide data packs to Committee members to facilitate this exercise.

b) **Funding band recommendations**

10. The Committee reviewed 10 funding band recommendations. Due to technical issues, the Committee was not given advance sight of **ST0762: L4 Information Manager**, so consideration of this funding band will be considered out of cycle.
11. The Committee agreed with the route panel decision on 6 recommendations. They also supported the route panel's decision to request more information from the trailblazer for **ST0783: L3 Costume Performance Technician** before taking a decision on funding.
12. For two standards, **ST0802: L3 Curtain Wall Installer** and **ST0470: L6 Digital User Experience (UX) Professional (Integrated degree)** the Committee supported the funding team's original recommendation in both cases.
13. The Committee did not agree the funding band for **ST0763: L7 AI Data Specialist**. They were not convinced that the evidence presented supported the recommended funding band and asked the team to seek additional quotes from the trailblazer.

Review of qualifications criteria with Level 8

14. The Committee raised concerns regarding the inclusion of PhD's as part of Level 8 apprenticeships. The Committee viewed that PhD's are about generation of new knowledge, not depth and breadth of existing knowledge.

AOB

15. The next meeting of the Approval & Funding Committee will convene on Thursday 5 December 2019, from 14:00 – 16:30 in Room 1 at 151 Buckingham Palace Road.

Author: Secretariat, Chief of Staff's Office, Institute for Apprenticeships

Agreed Actions

Action	Owner	Completed (Y/N In progress)	Date to be completed
ACTION 1: The Institute to contact Malcolm Press in relation to providing further context on T Levels	Approvals team	Y	Completed
Action 2: Malcom Press to provide contact details in relation to Chartered Arboriculturist and Chartered Forester proposals.	Malcom Press /Secretariat	Y	Completed
Action 3: The Committee to consider the funding band for ST0762: L4 Information Manager out of cycle – ahead of cycle 25.	Committee/ Secretariat /Funding team	Y	Completed

Annex A – Approval & Funding Committee decisions – Cycle 24

Route	Decision type	Reference number	Title	Panel recommendation	A&FC decision
Agriculture, environmental and animal care	Proposal	ST0921	L4: Arboriculturist	Agree with conditions	Agree with conditions
Agriculture, environmental and animal care	Proposal	ST0922	L6: Chartered Arboriculturist	Agree with conditions	Return to trailblazer
Agriculture, environmental and animal care	Proposal	ST0923	L6: Chartered Forester	Agree with conditions	Return to trailblazer
Agriculture, environmental and animal care	Proposal	ST0924	L5: Horticulture / Landscape Technical Manager	Agree with conditions	Agree with conditions
Care services	Assessment	ST0007	L4: Lead Practitioner in Adult Care	Agree with conditions	Agree with conditions
Construction	Assessment	ST0629	L4: BEMS Controls Engineer	Agree with conditions	Agree with conditions
Construction	Assessment	ST0741	L3: Landscape Technician	Agree with conditions	Agree with conditions
Creative and design	Assessment	ST0489	L7: Storyboard Artist	Agree with conditions	Agree with conditions

Creative and design	Assessment	ST0783	L3: Costume Performance Technician	Agree with conditions	Agree with conditions
Creative and design	Standard	ST0792	L4: Media Production Co-ordinator	Agree with conditions	Agree with conditions
Digital	Proposal	ST0863	L4: Digital Accessibility Specialist	Return to trailblazer	Return to trailblazer
Digital	Assessment	ST0470	L6: Digital User Experience (UX) Professional (Integrated Degree)	Agree with conditions	Agree with conditions
Digital	Assessment	ST0485	L3: Network Cable Installer	Agree with conditions	Agree with conditions
Digital	Assessment	ST0625	L6: Creative Digital Design Professional	Agree with conditions	Agree with conditions
Digital	Standard	ST0757	L3: Radio Network Technician	Agree with conditions	Agree with conditions
Digital	Assessment	ST0763	L7: Artificial Intelligence (AI) Data Specialist	Agree with conditions	Agree with conditions
Engineering and manufacturing	Proposal	ST0775	L6: Radiation Protection Practitioner	Return to trailblazer	Return to trailblazer
Engineering and manufacturing	Proposal	ST0779	L8: Nuclear Technical Specialist	Return to trailblazer	Return to trailblazer
Engineering and manufacturing	Proposal	ST0845	L6: Project controls engineering professional	Agree with conditions	Agree with conditions
Engineering and manufacturing	Proposal	ST0899	L2: Material cutter	Agree with conditions	Agree with conditions
Engineering and manufacturing	Proposal	ST0910	L3: Knitting Technician	Agree with conditions	Agree with conditions

Engineering and manufacturing	Standard	ST0204	L2: Gas network operative	Agree with conditions	Agree with conditions
Engineering and manufacturing	Assessment	ST0204	L2: Gas network operative	Agree with conditions	Agree with conditions
Engineering and manufacturing	Standard	ST0817	L3: Compressed air and vacuum technician	Agree with conditions	Agree with conditions
Health and science	Proposal	ST0893	L7: Clinical Scientist	Agree with conditions	Agree with conditions
Sales, marketing and procurement	Standard	ST0810	L3: Procurement & Supply Assistant	Agree with conditions	Agree with conditions
Transport and logistics	Proposal	ST0908	L2: Aviation Below Wing Operative	Agree with conditions	Agree with conditions
Transport and logistics	Standard	ST0257	L2: Large Goods Vehicle(LGV) Driver C+E	Agree with conditions	Agree with conditions