

# Minutes

**Meeting Title**

Approval & Funding Committee – 10 September  
2020

**Attendance:****A&FC Members**

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

**Institute Officials**

Rob Nitsch, Anna West

**1. Welcome, declarations and minutes**

- I. Kate Barclay (Chair) welcomed committee members and Institute officials to the meeting. Malcolm Press noted that he will be part attending this meeting. The Chair noted that Robin Millar had stood down from the committee, and the committee was keen to recruit additional members from the Board. It was noted that Kate Barclay, Bev Robinson, and Malcolm Press had all reviewed and provided comments on cycle 30 submissions ahead of the meeting.

**Papers for information**

- II. The committee had also reviewed additional papers for information:
  - Approvals data/trends
  - C30 datasheets

## **2. Minutes and Declarations of Interest**

- III. The committee approved the draft minutes from the 2 July 2020 meeting with no amendments. The Chair revisited the status of previous actions and noted that these had been actioned.
  
- IV. The Chair asked committee members whether they had any conflicts of interest to declare. The committee was satisfied that there was conflict of interest were declared, including in connection with the content of the meeting. All committee members recognised that should a potential or actual conflict arise by virtue of their other interests (outlined in the declaration of interests) then it must be raised at the outset of the relevant meeting which deals with the issue giving rise to the actual or potential conflict.

## **3. T Level Content**

- V. The committee was updated on the progress of the development of the Wave 2 technical qualifications in Digital, Construction and Health and Science, and in particular interim submission of materials reviewed in August by Institute officials and route panels.

## **4. COVID-19 Update**

- VI. The committee received an update in relation to COVID-19 related flexibilities and wider Institute support.

**Action 1: Rob Nitsch to provide written summary of COVID-19 related Institute interventions at the next committee meeting.**

## 5 Degree Apprenticeships update

- VII. The committee were updated on the design of degree apprenticeships. A proposal is being developed and will be sent to the Minister and shared with the Board.

**Action 2: The committee members (Malcolm and Bev) to provide feedback to Jonathan Mitchell in relation to proposals on a revised model for degree apprenticeships.**

## 6 Route Panel Review

- VIII. The committee was updated on the review and the capacity of panels to review all the products presented to them. Several suggestions were being developed and these will be presented to the Board in due course.

## 7 Current Approvals Process

### Occupation Proposals

- IX. The committee reviewed eight recommendations on new occupation proposals made by route panels in cycle 30. The committee agreed with seven of the recommendations and returned ST0957 (L7) Spatial Data Specialist.

### Funding Summary

- X. The committee considered ten final funding band recommendations and one recommendation to postpone a decision until next cycle. The committee agreed with the ten funding recommendations. In relation to ST0901 VFX Supervisor, the committee requested the Institute to consider securing any additional evidence and bring the recommendation back in cycle 31.
- XI. In relation to ST0906: L3 Youth Support Worker, the committee requested an early review to consider the levels of take up/starts.

## **8 Dental Laboratory Assistant ST0110**

- XII. The committee agreed with the recommendation to decommission the Dental Laboratory Assistant standard, as the trailblazer can now deliver training via the Laboratory Technician standard.

### **AOB**

- XIII. The committee heard that in relation to ST0569 Leisure and Entertainment Engineering Technical (L3) a dispensation had been included in the EPA. The dispensation allows sourcing assessors across all engineering sectors.

Author

Secretariat, Institute for Apprenticeships & Technical Education

**Annex A – Approval & Funding Committee decisions – 10 September 2020**

<b>Route</b>	<b>Decision type</b>	<b>Reference number</b>	<b>Title</b>	<b>Panel recommendation</b>	<b>A&amp;FC decision</b>
Business and administration	Assessment	ST0385_V1.1	L5: Operations and departmental manager	Agree with conditions	Agree with conditions
Care services	Standard	ST0905	L7: Play therapist	Agree with conditions	Agree with conditions
Care services	Assessment	ST0905	L7: Play therapist	Agree	Agree
Care services	Standard	ST0906	L3: Youth support worker	Agree with conditions	Agree with conditions
Care services	Assessment	ST0906	L3: Youth support worker	Agree	Agree
Construction	Assessment	ST0264_V1.1	L2: Carpentry and Joinery	Agree	Agree
Construction	Assessment	ST0859	L6: Fire Safety Engineer (Degree)	Agree	Agree
Creative and design	Proposal	ST0913	L3: Music project planner	Return to trailblazer	Return to trailblazer
Creative and design	Proposal	ST0919	L3: Craft Assistant	Return to trailblazer	Return to trailblazer
Creative and design	Standard	ST0944	L4: Assistant recording technician	Agree	Agree
Creative and design	Assessment	ST0944	L4: Assistant recording technician	Agree with conditions	Agree with conditions
Digital	Proposal	ST0949	L4: Applications support lead	Agree with conditions	Agree with conditions
Digital	Proposal	ST0953	L7: Game software development engineer	Agree with conditions	Agree with conditions
Digital	Proposal	ST0957	L7: Spatial data specialist	Agree with conditions	Return to trailblazer
Digital	Assessment	ST0757	L3: Radio Network Technician	Agree	Agree
Digital	Assessment	ST0863	L4: Digital Accessibility Specialist	Agree	Agree

Education and childcare	Standard	ST0666	L3: Education Technician (HE Assistant Technician & Simulation-based Technician)	Agree	Agree
Engineering and manufacturing	Proposal	ST0965	L6: Home, kitchen and living spaces designer	Agree	Agree with conditions
Engineering and manufacturing	Assessment	ST0808	L3: Marine electrician	Agree	Agree
Engineering and manufacturing	Standard	ST0824	L3: Signage technician	Agree	Agree
Engineering and manufacturing	Assessment	ST0824	L3: Signage technician	Agree	Agree
Health and science	Proposal	ST0770	L4: Sports Coach	Agree with conditions	Agree with conditions
Health and science	Assessment	ST0583_V1.1	L4: Mammography Associate	Agree	Agree
Health and science	Assessment	ST0858	L7: Clinical Photographer	Agree	Agree
Legal, finance and accounting	Standard	ST0240_V1.1	L3: Insurance practitioner	Agree with conditions	Agree with conditions
Legal, finance and accounting	Standard	ST0880	L3: Asset finance practitioner	Agree with conditions	Agree with conditions
Legal, finance and accounting	Assessment	ST0880	L3: Asset finance practitioner	Agree	Agree
Sales, marketing and procurement	Proposal	ST0811	L6: Strategic procurement and supply professional	Return to trailblazer	Return to trailblazer
Sales, marketing and procurement	Standard	ST0883	L4: Market research executive	Agree with conditions	Agree with conditions