

MINUTES

APPROVAL & FUNDING COMMITTEE

Meeting Title Approval & Funding Committee

Date 24 June 2021

14:00 – 16:30 hrs

Location Remote

Attendance:

A&FC Members

Kate Barclay (Chair), Malcolm Press, Bev Robinson

Institute Officials

Rob Nitsch, Anna West

1. Welcome and Declarations of Interest

- I. The Chair welcomed committee members and Institute officials to the meeting.
- II. Kate Barclay, Bev Robinson, and Malcolm Press had all reviewed and provided comments on cycle 35 submissions ahead of the meeting.
- III. The Chair asked committee members whether they had any conflicts of interest to declare. No actual or potential conflicts of interest were declared. 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.

2. Minute sign-off

- IV. The committee approved the draft minutes from the 29 April 2021 meeting with no amendments. The Chair revisited the status of previous actions and noted that these actions had been completed.

3. Evolving Committee business

- V. The committee received an update in relation to the impact of the Institute 2021 organisational redesign on the committee. Following Institute 2021, designated deputy directors will lead on product life cycles for specific routes that cover similar occupations covering approvals, funding, and assessment across apprenticeship and qualification developments. Changes have been made to enhance the decision-making process through the development of sector expertise and the formation of multi-disciplinary teams.

4. The approvals criteria for proposals

- VI. The committee received an update on how officials planned to improve ways of working with the committee in anticipation of changes brought about through the governance review. The committee were content with the direction of travel and provided feedback on the specific ideas presented, including strengthening approvals criteria. The committee agreed that future proposals need a more enhanced summary with employer engagement clearly articulated to help support decision making. The Institute agreed to further incorporate the pre-submission employer engagement and streamline the proposal summaries prior to committee submission. The Institute will publish the updated criteria against which trailblazer submissions are assessed in due course.

5. Higher Technical Qualifications

- VII. The committee considered policy options and advised about HTQ approval for qualifications, ensuring that clarity for employers and students is provided. The committee considered improvements made to the HTQ approval process for cycle 2 and suggested further additions, building on earlier discussions about employer engagement, including considering the optimal level of employer engagement and looking at case-studies on best practice.
- VIII. The Institute recommended to the committee that for HTQs, 3 applications are not approved, 3 are approved in principle and 13 are approved. In addition, the Institute recommended that one HTQ previously approved and now amended by the applicant has approval maintained- as all criteria are still met. The committee agreed with the HTQ approval recommendations and were content for them to proceed the CEO for decision.

Action 1

The Institute to undertake an exercise to consider HTQ related employer engagement including best practice and case study on employer needs.

6. Current (Apprenticeship) approvals process (Cycle 35)

Occupational Proposals

- IX. The committee reviewed 4 recommendations on new occupation proposals made by route panels in Cycle 35. The committee agreed the proposals met the criteria in relation to 3 of the recommendations made and requested that Music Project Planner be returned to the trailblazer for further work. The committee agreed that Border Security Specialist should be an option within the Professional Security Operative occupation.

Funding Summary

- X. The committee considered 24 final funding band recommendations in Cycle 35. They agreed with 18 of the recommendations. The committee did not agree with the funding recommendations for six standards and queried whether the evidence sufficiently supported the recommendation. The committee requested that further work should be

done with the trailblazers to ensure that more robust evidence is provided in these cases.

- XI. In relation to ST0693 Level 2: Road surfacing operative, ST0912 Level 4: Stained glass craftsperson and ST0933 L5: Post-Production Engineer, the committee requested an early review to consider the impact on delivery and number of starts.

7. Any other business

- XII. No other business was raised.

8. Information Received

- XIII. The committee received and noted information on the following:

C35 Datasheets

- XIV. The committee noted the data sheets for Cycle 35.

Update on actions taken in response to feedback from previous cycle.

- XV. The committee noted the action taken by the Institute on the committee's feedback on cycle 34, this included the Institute's further work with the trailblazer group on the 5 returned apprenticeship proposals.

9. Next meeting

- XVI. The committee is scheduled to meet again on 19 August 2021 at 14:00 – 16:30, remotely.

A&FC Decisions – June 2021

Route	Decision type	Reference number	Title	Panel recommendation	A&FC decision
Agriculture, environmental and animal care	Standard	ST0921_V0.0	L4: Arboriculturist	Agree with conditions	Agree with conditions
Agriculture, environmental and animal care	Assessment	ST0921_V0.0	L4: Arboriculturist	Agree with conditions	Agree with conditions
Agriculture, environmental and animal care	Funding	ST0921_V0.0	L4: Arboriculturist	Redacted	Redacted
Agriculture, environmental and animal care	Funding	ST0923_V0.0	L6: Professional Forester	Redacted	Redacted
Agriculture, environmental and animal care	Standard	ST0943_V0.0	L2: Dog groomer	Agree	Agree
Agriculture, environmental and animal care	Assessment	ST0943_V0.0	L2: Dog groomer	Agree with conditions	Agree with conditions
Agriculture, environmental and animal care	Funding	ST0943_V0.0	L2: Dog groomer	Redacted	Redacted
Construction	Standard	ST0063_V1.1	L3: Building services engineering technician*	Agree with conditions	Agree with conditions
Construction	Assessment	ST0063_V1.1	L3: Building services engineering technician*	Agree	Agree
Construction	Funding	ST0063_V1.1	L3: Building services engineering technician*	Redacted	Redacted
Construction	Funding	ST0534_V1.0	L6: Architectural assistant (integrated degree)	Redacted	Redacted
Construction	Funding	ST0534_V1.1	L6: Architectural assistant (integrated degree)	Redacted	Redacted

Route	Decision type	Reference number	Title	Panel recommendation	A&FC decision
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Construction	Funding	ST0651_V0.0	L2: Lightning Protection Operative	Redacted	Redacted
Construction	Funding	ST0693_V1.1	L2: Road surfacing operative	Redacted	Redacted
Creative and design	Proposal	ST0913_V0.0	L3: Music project planner	Agree with conditions	Return to trailblazer
Creative and design	Funding	ST0902_V0.0	L6: VFX artist or technical director	Redacted	Redacted
Creative and design	Funding	ST0912_V0.0	L4: Stained glass craftsman	Redacted	Redacted
Creative and design	Standard	ST0918_V0.0	L3: Hair, wigs, make-up and prosthetics technician	Agree	Agree
Creative and design	Assessment	ST0918_V0.0	L3: Hair, wigs, make-up and prosthetics technician	Agree	Agree
Creative and design	Funding	ST0933_V0.0	L5: Post-Production Engineer	Redacted	Redacted
Digital	Funding	ST0953_V0.0	L7: Game programmer	Redacted	Redacted
Education and childcare	Standard	ST0149_V1.1	L5: Learning and skills teacher	Agree	Agree
Education and childcare	Assessment	ST0149_V1.1	L5: Learning and skills teacher	Agree with conditions	Agree with conditions
Education and childcare	Funding	ST0149_V1.1	L5: Learning and skills teacher	Redacted	Redacted
Engineering and manufacturing	Assessment	ST0023_V1.1	L6: Control technical support engineer	Agree	Agree
Engineering and manufacturing	Standard	ST0196_V1.2	L3: Food and drink technical operator	Agree	Agree

Engineering and manufacturing	Assessment	ST0196_V1.2	L3: Food and drink technical operator	Agree	Agree
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Route	Decision type	Reference number	Title	Panel recommendation	A&FC decision
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Engineering and manufacturing	Funding	ST0196_V1.2	L3: Food and drink technical operator	Redacted	Redacted
Engineering and manufacturing	Standard	ST0199_V1.1	L2: Food and drink process operator	Agree	Agree
Engineering and manufacturing	Assessment	ST0199_V1.1	L2: Food and drink process operator	Agree	Agree
Engineering and manufacturing	Funding	ST0199_V1.1	L2: Food and drink process operator	Redacted	Redacted
Engineering and manufacturing	Standard	ST0775_V0.0	L6: Radiation Protection Practitioner	Agree	Agree
Engineering and manufacturing	Assessment	ST0775_V0.0	L6: Radiation Protection Practitioner	Agree	Agree
Engineering and manufacturing	Funding	ST0845_V0.0	L6: Project controls professional	Redacted	Redacted
Engineering and manufacturing	Funding	ST0872_V0.0	L3: Lifting Equipment Technician	Redacted	Redacted
Engineering and manufacturing	Funding	ST0881_V0.0	L7: Geotechnical engineer integrated degree apprenticeship standard	Redacted	Redacted
Health and science	Proposal	ST0774_V0.0	L6: Dispensing Optician	Agree with conditions	Agree with conditions
Health and science	Assessment	ST0517_V1.1	L6: Occupational Therapist (Integrated Degree)	Agree	Agree
Health and science	Funding	ST0517_V1.1	L6: Occupational Therapist (Integrated Degree)	Redacted	Redacted

Health and science	Assessment	ST0519_V1.1	L6: Physiotherapist (Integrated Degree)	Agree	Agree
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Route	Decision type	Reference number	Title	Panel recommendation	A&FC decision
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Health and science	Funding	ST0519_V1.1	L6: Physiotherapist (Integrated Degree)	Redacted	Redacted
Health and science	Funding	ST0554_V1.1	L6: Sonographer (Integrated degree)	Redacted	Redacted
Health and science	Assessment	ST0601_V1.1	L6: Prosthetist and Orthotist (Integrated Degree)	Agree	Agree
Health and science	Funding	ST0601_V1.1	L6: Prosthetist and Orthotist (Integrated Degree)	Redacted	Redacted
Health and science	Assessment	ST0794_V1.1	L6: Midwife	Agree	Not recorded
Health and science	Funding	ST0794_V1.1	L6: Midwife	Redacted	Redacted
Protective services	Proposal	ST1016_V0.0	L2: Professional security operative	Agree with conditions	Agree with conditions
Transport and logistics	Proposal	ST0935_V0.0	L3: Border security specialist	Agree with conditions	Agree with conditions
Transport and logistics	Assessment	ST0647_V0.0	L3: Transport and warehouse operations supervisor	Agree	Agree
Transport and logistics	Funding	ST0647_V0.0	L3: Transport and warehouse operations supervisor	Redacted	Redacted
Transport and logistics	Standard	ST0954_V0.0	L3: Aviation movement specialist	Agree	Agree
Transport and logistics	Assessment	ST0954_V0.0	L3: Aviation movement specialist	Agree	Agree
Transport and logistics	Funding	ST0954_V0.0	L3: Aviation movement specialist	Redacted	Redacted

