

APPROVAL & FUNDING COMMITTEE

Meeting Title Approval & Funding Committee (9th April 2018)
Date of Issue 26th April 2018

Attendance: Robin Millar (Chair), Bev Robinson, Fiona Kendrick, Ana Osbourne, Jayne McCann, Nikki Christie, Lucy Rigler, Huw Moore, Nick Mawhinney, Kathy Lee-Cole (observer), [REDACTED]
Apologies: Kate Barclay

Welcome

1. Robin Millar welcomed the Committee and Institute officials to the meeting. Robin also welcomed Fiona Kendrick, Institute Board member, who would be participating in proceedings in the absence of Kate Barclay, and Kathy Lee-Cole, who has recently joined the Institute's funding team who would be observing today's proceedings.

Declarations of interest

2. The Chair asked Committee members whether they had any declarations of interest to make. Committee members confirmed that they had no interests to declare.

Minutes

3. The Committee considered the minutes from the last meeting on 21st February and were content with approving these.

Review of Committee processes

4. The Chair asked Committee members for any feedback or comments on the Committee's processes. Members agreed that the Committee's current processes were procedurally good.

Introduction to the T levels programme

5. The Approvals team delivered a presentation to the Committee providing them with an overview of the T level programme and the first draft submissions.
6. The Approvals team reminded the Committee of the recent reforms that have taken place in this area, what T levels are and the timetable the Institute is working to for their delivery.
7. The first set of T level limited pathways will be ready for delivery in 2020 and these will include – Digital (digital design and development), Construction (building services engineering), and Education and Childcare (education).
8. Route Panels have now seen for the first time the outline content for the first set of limited pathways and how these T levels will be designed, and these will be coming to the Committee in due course for their views. The outline content for these pathways need to be based on apprenticeship standards, and all T levels will be based at Level 3.
9. The Committee was then given the opportunity to ask any questions or raise any concerns they may have about these arrangements.
10. The Approvals team then talked the Committee through the feedback and comments that Route Panels had made on the outline content for the first set of limited pathways. Committee members were given the opportunity to provide their comments and feedback on the Route Panel's recommendations.

Approvals (proposals, standards and assessment plan recommendations)

11. The Committee then considered and made final decisions on apprenticeship proposals, standards and assessment plans submitted for approval in February 2018.
12. Once again with this cycle, the Committee reviewed all proposals, a sample of standards and assessment plans. The Committee agreed with 91 of the 93 recommendations on proposals, standards and assessment plans made by the 15 route panels.
13. The Committee agreed with the Route Panel's recommendations for the following proposals, standards and assessment plans to be returned to trailblazers:

- **Strategic Sales Leader (Level 7)** proposal was returned [REDACTED]
[REDACTED]
- **Electronic Systems Principal Engineer (Level 7)** proposal was returned [REDACTED]
[REDACTED]
- **Fenestration Fabricator (Level 2)** proposal was returned [REDACTED]
[REDACTED]
- **Product Service Delivery Manager (Level 7)** proposal was returned [REDACTED]
[REDACTED]
[REDACTED]
- **Glass Processor (Level 2)** proposal was returned [REDACTED]
[REDACTED]
- **Furniture Designer (Level 3)** proposal was returned [REDACTED]
[REDACTED]
[REDACTED]
- **Fenestration Installer (Level 2)** proposal was returned [REDACTED]
[REDACTED]
[REDACTED]
- **Temporary Traffic Management (Level 2)** proposal was returned [REDACTED]
[REDACTED]
[REDACTED]
- **Church Minister (Level 6)** standard was returned [REDACTED]
[REDACTED]
- **Transport and Warehousing Operations Supervisor (Level 3)** standard was returned [REDACTED]
[REDACTED]
- **Transport and Warehousing Operations Manager (level 5)** standard was returned [REDACTED]
[REDACTED]
- **Systems Engineer Degree** standard was returned [REDACTED]
[REDACTED]
- **Chartered Town Planner (Level 6)** assessment plan was returned [REDACTED]
[REDACTED]

14. The following assessment plan was put on hold:

- **Photographic Assistant (Level 3)** assessment plan was put on hold [REDACTED]

15. The Committee's recorded decisions are at **Annex A**.

Funding Band recommendations

16. The Committee then considered and made final recommendations on funding bands for 34 apprenticeship standards.

Indicative funding bands under the 'old' approval process

17. The Committee approved 7 of the 8 indicative funding bands that were considered at this meeting. On the remaining funding band, the Committee asked for this to be returned to the trailblazer for further consideration.

Final funding bands under the 'old' approval process

18. The Committee approved 18 of the 19 final funding band recommendations that were considered at this meeting. On the remaining final funding band, the Committee agreed with the Route Panel's advice to not approve this band at this stage.

19. The Committee approved the final funding bands for both of the Architect (level 7) and Architecture Assistant (level 6) standards [REDACTED]. The Committee were keen that diversity and uptake were monitored in relation to these standards. As these apprenticeship standards are not yet approved for delivery, this will be addressed at the review stage when data is available.

End point assessments and Final funding bands under the 'new' approval process

20. The Committee approved with conditions all 7 of the end point assessment plans that were considered at this meeting under the 'new' approval process.

21. The Committee also approved 6 of the 7 final funding band recommendations under the 'new' approval process. On the remaining final funding band, the Committee agreed with the Route Panel's advice to not approve this band at this stage.

22. Committee's recorded decisions on the end point assessment plans and funding bands are at **Annex B**.

AOB

23. The Committee agreed to consider a paper and make a decision on which Occupational Map the Floristry (Level 2) standard should sit in by correspondence. Subsequently, the Committee agreed with the recommendation that the Florist occupation should sit in the Agriculture, Environment and Animal Care Route and that the Sales, Marketing and Procurement panel should continue to review the sections relevant to their expertise. Engineering Operative (Level 2) was also agreed by the committee via correspondence.

Next meeting

24. The next meeting of the Approval & Funding Committee will convene on Monday 21st May, from 11:00 – 13:00 at 151 Buckingham Palace Road.



ANNEX A: Approval and Funding Committee, 9th April 2018; Full Summary of Final Decisions

Proposals

Route	Submission	Title	Panel Recommendation	Committee Final Decision
Agriculture, Environmental & Animal Care	Proposal	Sustainable Business Specialist Integrated Degree (Level 7)	Agree with Conditions	Agree with Conditions
	Proposal	Dog Grooming Stylist (Level 3)	Agree with Conditions	Agree with Conditions
Sales, Marketing & Procurement	Proposal	Retail Buying and Merchandising Assistant (Level 4) Retail Buying and Merchandising Degree Apprenticeship (Level 6)	Agree	Agree
	Proposal	Strategic Sales Leader	Return to Trailblazer	Return to Trailblazer
Transport and Logistics	Proposal	Express Delivery Sortation Hub Operative (Level 2)	Agree with conditions	Agree with Conditions
Protective Services	Proposal	Fire Safety Inspector (Level 4)	Agree with Conditions	Agree
	Proposal	Counter Fraud Investigator (Level 4)	Agree with conditions	Agree with Conditions
Creative and Design	Proposal	Media Production Coordinator (Level 4)	Agree with conditions	Agree with Conditions
Health and Science	Proposal	Orthodontic Therapist (Level 4)	Agree	Agree
	Proposal	District Nurse (Level 7)	Agree with conditions	Agree with Conditions
Engineering and Manufacturing	Proposal	Materials Science and Technology Professional (Level 6)	Agree	Agree

	Proposal	Electronic Systems Principal Engineer (Level 7)	Agree with conditions	Return to Trailblazer
	Proposal	**Fenestration Fabricator (Level 2)	Return to Trailblazer	Return to Trailblazer
	Proposal	**Glass Processor (Level 2)	Return to Trailblazer	Return to Trailblazer
	Proposal	*Technical Dyer and Colourist (Level 4)	Agree	Agree
	Proposal (pilot)	Advanced Upholsterer (Level 3)	Agree with conditions	Agree with Conditions
	Proposal (pilot)	Advanced Furniture CNC Technician (Level 3)	Agree with conditions	Agree with Conditions
	Proposal (pilot)	Furniture Designer (level 3)	Agree with conditions	Return to Trailblazer
	Proposal (pilot)	Product Service Delivery Manager (Level 7)	Return to Trailblazer	Return to Trailblazer
	Proposal (pilot)	Materials Process Engineer (Level 7)	Agree with conditions	Agree with Conditions
Construction	Proposal	Specialist Damp and Timber Operative (Level 2)	Agree	Agree with Conditions
	Proposal	Landscape Assistant (Level 4) Landscape Professional (Level 7)	Agree	Agree with Conditions
	Proposal	Fenestration Installer (Level 2)	Return to Trailblazer	Return to Trailblazer
	Proposal	Temporary Traffic Management (Level 2)	Return to Trailblazer	Return to Trailblazer

Standards and Assessment Plans

Route	Submission	Title	Panel Recommendation	Committee Final Decision
Agriculture, Environmental & Animal Care	Assessment Plan	Animal Care and Welfare Assistant (Level 2)	Agree with conditions	Agree with conditions
	Assessment Plan	Archaeological Technician (Level 3)	Agree with conditions	Agree with conditions
	Standard	Degree Apprenticeship Standard – Ecologist (Level 7)	Agree with guidance	Agree with guidance
	Standard	Floristry (Level 2)	Agree with conditions	Agree with conditions
Care Services	Standard	Church Minister (Level 6)	Return to Trailblazer	Return to Trailblazer

Protective Services	Standard	Community Safety Advisor (Level 3)	Agree	Agree
	Standard	Specialist Rescue Operative (Level 4)	Agree with conditions	Agree with conditions
Hair & Beauty	Standard	Senior Hair Professional (Level 3)	Agree with conditions	Agree with conditions
Sales, Marketing & Procurement	Assessment Plan	Marketing Executive (Level 4)	Agree with conditions	Agree with conditions
	Assessment Plan	Marketing Manager (Level 6)	Agree with conditions	Agree with conditions
	Assessment Plan	Customer Service Specialist (Level 2)	Agree with conditions	Agree with conditions
	Assessment Plan	Junior Estate Agent (Level 2)	Agree with conditions	Agree with conditions
	Standard	Retail Leaders Degree Apprenticeship (Level 6)	Agree with conditions	Agree with conditions
	Standard	Floristry (Level 2)	Agree with conditions	Agree with conditions
Business & Administrative	Assessment Plan	Project Manager Level 6 Degree Apprenticeship (Level 6)	Agree with conditions	Agree with conditions
	Assessment Plan	Learning and Development Practitioner (Level 4)	Agree	Agree
	Assessment Plan	Learning and Development Consultant (Level 5)	Agree	Agree
Transport and Logistics	Assessment Plan	Workboat Crewmember (Level 2)	Agree with conditions	Agree with conditions
	Assessment Plan	Train Driver (Level 3)	Agree with conditions	Agree with conditions
	Assessment Plan	Cabin Crew (Level 3)	Agree with conditions	Agree with conditions
	Standard	Passenger Transport Driver (Level 2)	Agree with conditions	Agree with conditions
	Standard	Marina and Boatyard Operative (Level 2)	Agree with conditions	Agree with conditions
	Standard	Train Driver (Level 3)	Agree with conditions	Agree with conditions
	Standard	Transport and Warehousing Operations Supervisor (Level 3)	Return to Trailblazer	Return to Trailblazer
	Standard	Transport and Warehousing Operations Manager (level 5)	Return to Trailblazer	Return to Trailblazer
Standard	Waste Resources Operative (Level 2)	Agree with conditions	Agree with conditions	

Legal, Finance and Accounting	Assessment Plan	Professional Economist Degree (Level 6)	Agree With Conditions	Agree with Conditions
	Assessment Plan	Payroll Administrator (Level 3)	Agree With Conditions	Agree with Conditions
	Standard	Accounts Assistant (Level 2)	Agree With Conditions	Agree with Conditions
Creative and Design	Assessment Plan	Photographic Assistant (Level 3)	On Hold	On Hold
	Assessment Plan	Broadcast and Media Systems Engineer (Level 6)	Agree With Conditions	Agree with Conditions
	Standard	Registrar (Level 6)	Agree	Agree
	Standard	Cultural Heritage Conservator (Level 7)	Agree with Conditions	Agree with conditions
	Standard	Broadcast and Media systems Technical Operator (Level 3)	Agree	Agree
	Standard	Blacksmith (level 3)	Agree With Conditions	Agree with Conditions
Health and Science	Assessment Plan	Dental Nurse (Level 3)	Agree With Conditions	Agree with Conditions
	Assessment Plan	Podiatrist (Level 6)	Agree With Conditions	Agree with Conditions
	Assessment Plan	Dental Technician (Level 5)	Agree	Agree
	Assessment Plan	Outdoor Activity Instructor (Level 3)	Agree With Conditions	Agree with Conditions
	Standard	Clinical Coder (Level 3)	Agree	Agree
	Standard	Prosthetist/Orthotist (Level 6)	Agree With Conditions	Agree with Conditions
	Standard	Regulatory Affairs Specialist (HealthCare/Veterinary) (Level 7)	Agree With Conditions	Agree with Conditions
	Standard	Mammography Associate (Level 4)	Agree	Agree
	Standard	Outdoor Activity Instructor (Level 3)	Agree With Conditions	Agree with Conditions
	Standard	Bioinformatics Scientist (level 7)	Agree With Conditions	Agree with Conditions
Catering and hospitality	Standard	Production Chef (Level 2)	Agree With Conditions	Agree with conditions
	Standard	Senior Production Chef (Level 3)	Agree With Conditions	Agree with Conditions
Engineering and Manufacturing	Assessment Plan	Sewing Machinist (Level 2)	Agree With Conditions	Agree with Conditions
	Assessment Plan	Packaging Professional Integrated Degree (Level 6)	Agree With Conditions	Agree with Conditions

	Assessment Plan	Rail and Rail Systems Engineer (Level 5)	Agree With Conditions	Agree with Conditions
	Assessment Plan	Auto care Technician (Level 2)	Agree With Conditions	Agree with Conditions
	Assessment Plan	Advanced Baker (Level 3)	Agree	Agree
	Assessment Plan	Engineering Operative (Level 2)	Agree with Conditions	Agree with Conditions
	Standard	Wood Product Manufacturing Operative (level 2)	Agree With Conditions	Agree with Conditions
	Standard	Stair-lift Lifting Platform (Level 2)	Agree With Conditions	Agree with Conditions
	Standard	Gunsmith (Level 3)	Agree With Conditions	Agree with Conditions
	Standard	Packaging Professional Integrated Degree (Level 6)	Agree With Conditions	Agree with Conditions
	Standard	Systems Engineer Degree	Return to Trailblazer	Return to Trailblazer
	Standard	Process Leader (Level 4)	Agree With Conditions	Agree with Conditions
	Standard	Marine Technical Superintendent (Level 7)	Agree With Conditions	Agree with Conditions
Digital	Standard	Network Cable Installer (level 3)	Agree With Conditions	Agree with Conditions
Construction	Assessment Plan	Asbestos Analyst/Surveyor (Level 3)	Agree With Conditions	Agree with Conditions
	Assessment Plan	Chartered Town Planner (Level 6)	Return to Trailblazer	Return to trailblazer
	Standard	Wireless Communications Rigger (Level 2)	Agree	Agree
	Standard	Smart Home Technician (level 3)	Agree With Conditions	Agree with Conditions
	Standard	Building Control Surveyor (Level 6)	Agree With Conditions	Agree with Conditions
	Standard	Road Surfacing Operative (level 2)	Agree	Agree
	Standard	Acoustics Engineering Technician (Level 4)	Agree	Agree
	Standard	Highways Maintenance Skilled Operative (Level 2)	Agree With Conditions	Agree with Conditions

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