

## APPROVAL & FUNDING COMMITTEE

**Meeting Title** Approval & Funding Committee (10 November 2017)  
**Date of Issue** 29 November 2017

**Attendance:** Kate Barclay (Chair), Robin Millar, Bev Robinson, Ana Osbourne, Jayne McCann, Lucy Rigler, Nikki Christie, Richard Guy, Ed Sherman, [REDACTED]  
[REDACTED]

### Welcome

1. Kate Barclay welcomed the Committee and Institute officials to the meeting.

### Minutes and Terms of Reference

2. The Committee considered the minutes from the last meeting on 4<sup>th</sup> October and were content with approving these.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

5. The funding band was now being returned to the Committee for a fresh decision to be made. [REDACTED]  
[REDACTED]  
[REDACTED]. The Committee requested that a supportive and collaborative response is sent to the Trailblazer informing them of the decision. The Committee asked to see the response before it is sent out.

**Approvals (proposals, standards and assessment plan recommendations)**

6. The Committee then considered and made final decisions on apprenticeship proposals, standards and assessment plans submitted for approval at the beginning of September 2017.
7. The Committee reviewed this month's submissions by exception only.
8. Overall, 14 proposals, 21 standards and 14 assessment plans were submitted at the beginning of September, a total of 49.
9. Following an initial check against the Institute's criteria, 3 submissions were put on hold and 15 submissions were identified as needing additional work before they are considered by Route Panels. These have been returned to trailblazers and Relationship Managers are working with them to address the feedback provided.
10. Of the 34 submissions that proceeded to Panels the Institute can confirm that 3 were approved, 27 were approved with conditions and 4 were rejected.
11. The Committees recorded decisions are at **Annex A**.

**Funding Band recommendations**

12. The Committee then considered and made final decisions on funding bands for 18 apprenticeship standards and assessment plans.

Indicative funding bands

13. The Committee approved 4 of the 8 indicative funding bands. On three, the Committee agreed with the Route Panel advice to not approve these bands at this stage.

***ACTION 1: Approvals Team to resolve issues with the Higher Education/Further Education Mentor standard and the Education and Training Assessor Coach standard to enable consideration of the assessment plan and funding band.***

***ACTION 2: Approvals Team to revisit the Beauty Professional standard to see if it should be split into two separate standards. The funding band would then be decided in light of this.***

***ACTION 3: Funding Team to broker a conversation with the Route Panel about the funding band for the Senior Investment Commercial Banking Professional standard, which the Committee considers to be very high for an 18-24 month standard.***

*Final funding bands*

14. The Committee approved 6 of the 10 final funding bands that were considered at this meeting. On the remaining four, the Committee agreed with the Route Panels advice for more information.

15. The Committees recorded decisions on the funding bands are at **Annex B**.

[REDACTED]

[REDACTED]

[REDACTED]

***ACTION 6: The Funding Team to obtain further information and evidence on the Recruitment Resourcer standard and the Recruitment Consultant standard in order to reach a decision on an appropriate funding bands for these standards. This should include examples of the cost of delivering other similar types of standard or training.***

***The Committee also asked for some lines to be produced for the Board and Committee members, in case they are approached directly on this standard.***

[REDACTED]

## **Apprenticeship occupations**

16. Due to time constraints it was agreed that the paper on apprenticeship occupations should be discussed at the next Committee meeting on Wednesday 6<sup>th</sup> December. It was confirmed that this paper will also be discussed by the Institute's Board on that same day.

## **AOB**

17. Members of the Committee requested that the Institute should improve the language and tone that we use in correspondence to Trailblazers and employer groups. The Institute needs to make sure that it is coming across to stakeholders as supportive and collaborative.

18. The Chair commented that she was pleased to see that the Engineering and Manufacturing Route Panel now had its first female member, and asked whether it would be possible to have more female representation on the panel. The Chair recommended contacting WISE to see if there would be any interest.

***ACTION 8: The Committee asked to see the template standard funding letters.***

## **Next meeting**

19. The next meeting of the Approval & Funding Committee will convene on Wednesday 6<sup>th</sup> December, from 14:30 – 16:30 at 151 Buckingham Palace Road.

**Author:** [REDACTED] – [REDACTED]

## ANNEX A: Approval and Funding Committee 10 November 2017; September Submissions; Full Summary of Final Decisions

### Tranche 1

Route	Submission	Title	Panel Recommendation	Committee Final Decision
Business and Administration	Standard	Learning and Development Practitioner (Level 3)	Approve with conditions	Approve with conditions
	Standard	Learning and Development Consultant/Business Partner (Level 5)	Approve with conditions	Approve with conditions
Childcare and Education	Standard	Academic Professional (Level 7)	Approve	Approve
	Assessment Plan	Academic Professional (Level 7)	Approve with conditions	Approve with conditions
Health and Science	Proposal	Degree Apprenticeship Speech and Language Therapist (Level 6)	Approve with conditions	Approve with conditions
	Proposal	Diagnostic Radiographer Degree Apprenticeship Standard (Level 6)	Approve with conditions	Approve with conditions
	Proposal	Degree Apprenticeship Standard for Therapeutic Radiographer (Level 6)	Approve with conditions	Approve with conditions
	Standard	Clinical Dental Technician (Level 5)	Approve with conditions	Approve with conditions
Sales, Marketing and Procurement	Assessment Plan	Procurement and Supply (Level 4)	Approve with conditions	Approve with conditions
Transport and Logistics	Proposal	Boatmaster Tidal Inland Waterways (Level 3)	Approve with conditions	Approve with conditions
	Standard	Supply Chain Leadership Professional Integrated Degree Apprenticeship (Level 6)	Reject	Reject

## Tranche 2

Route	Submission	Title	Panel Recommendation	Committee Outcome
Engineering & Manufacturing	Proposal	Cycle mechanic (Level 2)	Panel approved with conditions	Committee approved with conditions
	Proposal	Marine Technical Superintendent (Level 7)	Panel approved with conditions	Committee approved with conditions
	Proposal	Food and Drink Engineer (Level 5)	Panel approved with conditions	Committee approved with conditions
	Standard	Manufacturing Operative Advanced Manufacturing and Engineering (Level 2)	Panel approved with conditions	Committee approved with conditions
	Standard	Food and Drink Advanced Engineer Degree Apprenticeship (Level 6)	Panel approved	Committee approved
	Assessment Plan	Food and Drink Advanced Engineer Degree Apprenticeship (Level 6)	Panel approved with conditions	Committee approved with conditions
	Standard	Rail & Rail Systems Principal Engineer Integrated Degree Apprenticeship (Level 7)	Panel approved with conditions	Committee approved with conditions
	Standard	Rail & Rail Systems Senior Engineer Integrated Degree Apprenticeship (Level 6)	Panel approved with conditions	Committee approved with conditions
	Standard	Rail & Rail Systems Engineer (Level 5)	Panel approved with conditions	Committee approved with conditions
	Standard	Motor Vehicle Service and Maintenance Technician (Light Vehicle) (Level 3)	Panel approved with conditions	Committee approved with conditions

	Assessment Plan	Motor Vehicle Service and Maintenance Technician (Light Vehicle) (Level 3)	Panel approved with conditions	Committee approved with conditions
	Standard	Improvement Expert (Level 5)	Panel approved	Committee approved
	Standard	Casting Foundry and Patternmaking Technician (Level 3)	Panel approved with conditions	Committee approved with conditions
	Standard	Clothing or Textile Pattern Cutter (Level 3)	Panel approved with conditions	Committee approved with conditions
	Standard	Garment/Sewn Products Technologist (Level 4)	Panel approved with conditions	Committee approved with conditions
	Standard	Clothing or Textiles Sewing Machinist (Level 2)	Panel approved with conditions	Committee approved with conditions
Digital	Proposal	Digital Service Technician (Level 3)	Panel rejected	Committee Reject
	Proposal	Creative Digital Designer Degree Apprenticeship (Level 6)	Panel approved with conditions	Committee approved with conditions
	Standard	IT Solutions Technician (Level 3)	Panel approved with conditions	Committee approved with conditions
Creative & Design	Standard	Production Manager (Level 7)	Panel approved with conditions	Committee approved with conditions
	Standard	Broadcast and Media System Engineer (Level 6)	Panel approved with conditions	Committee approved with conditions
Childcare and Education	Assessment Plan	Education and Training - Learning Mentor (Level 3)	Panel rejected	Committee Reject

	Assessment Plan	Education and Training - Assessor Coach (Level 4)	Panel rejected	Committee Reject
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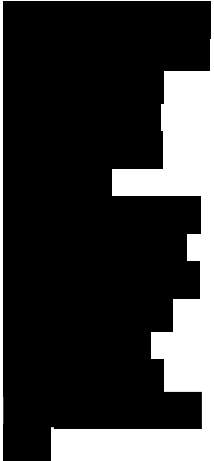
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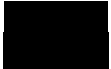




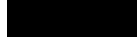















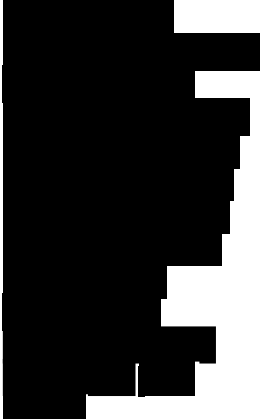
							
							








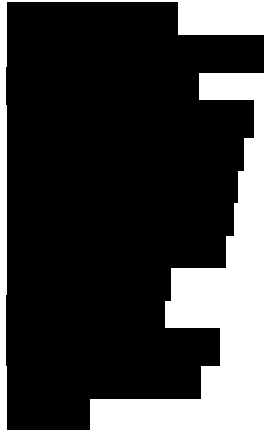








							
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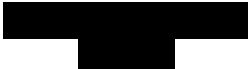









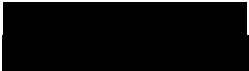
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