

Minutes

APPROVAL & FUNDING COMMITTEE

Meeting Title	Approval & Funding Committee –12 September 2019
Date of Issue	3 October 2019

Attendance:

Members

Dr Kate Barclay (Chair), Bev Robinson, Robin Millar

Institute Officials

Nikki Christie, Darren Shaw, Nick Mawhinney, Anna West, Musaddika Ahmedabadi, Shaista Hikmat, Anna Osbourne, Caroline Daley, Mohammed Ali (Secretariat).

Apologies: Malcolm Press

Welcome, declarations and minutes

1. Kate Barclay (Chair) welcomed Committee members and Institute officials to the meeting. Apologies were received from Malcolm Press. It was noted that Kate Barclay, Bev Robinson, Robin Millar and Malcolm Press had all reviewed and provided comments on cycle 23 submissions ahead of the meeting.
2. The Chair asked Committee members whether they had any declarations of interest to make. Committee members confirmed that they had no specific interests to declare.
3. The Committee considered the draft minutes from 1 August 2019 meeting and agreed that these were an accurate reflection of discussions.

Current approvals process

Occupation Proposals

4. The Committee reviewed 16 recommendations on new occupation proposals made by Route Panels in Cycle 23. The Committee agreed with all the recommendations made by the Route Panels with the exception of VfX/CG Supervisor which was returned.
5. The Committee considered the L7 Senior People Professional in detail and raised issues around distinctiveness. This was flagged for an early review as part of the Route Review.

Committee Sampling of Standards & Assessment Plans

6. As part of routine sampling, the Committee looked in detail at all the submissions in the construction route. The Committee agreed with the recommendations made by the Route Panel. The Committee noted that the Plasterer Level 2 Assessment Plan was very robust and contained the same number of assessment methods as the Level 3 Curtain Wall Installer and wanted to ensure that the appropriate level of assessment was being applied at each level. The Committee were informed that this was commensurate with L2 Bricklayer.

Clinical Academic Professional (Level 8)

7. The Committee expressed concerns about whether this occupation meets the criteria for an apprenticeship, in particular the inclusion of a PHD. In addition, the Committee believed that it did not meet the criteria for an apprenticeship

Standard. The Committee noted that further discussions were ongoing on this issue in conjunction with the Department for Education.

Funding Bands Recommendation

8. The Committee reviewed 11 funding band recommendations and agreed with the Route Panels on all recommendations.

T Level Content

T-level recommendations

9. The Committee had a detailed discussion about their role in approving T-levels in general and the level of information that is submitted for them to review. They agreed that going forward they would look at the outline structure and the final outline content, with the main issues highlighted for their attention. They will not need to look at the draft outline content nor the entire final outline content documentation.
10. In addition, the Committee discussed threshold competence at the completion of T Levels.
11. The Chair confirmed that she will continue to represent the Committee at the Technical Qualification (TQ) Boards.

ACTION: The Approvals team to invite Committee members to T Level Route Panel meetings.

AOB

12. The next meeting of the Approval & Funding Committee will convene on Thursday 24 October 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 Approval team to Invite Committee members to T Level Route Panel meetings. In addition Approvals team to facilitate representation of Committee Chair at the Technical Qualification (TQ) Boards.	Approvals team	In Progress	

Annex A – Approval & Funding Committee decisions – Cycle 23

Route	Submission Type	Reference number	Title	Panel recommendation	A&FC decision
Agriculture, environmental and animal care	Proposal	ST0926	L4: Countryside Ranger	Agree with conditions	Agree with conditions
Agriculture, environmental and animal care	Assessment	ST0408	L2: Countryside Worker	Agree with conditions	Agree with conditions
Agriculture, environmental and animal care	Assessment	ST0748	L7: Sustainability Business Specialist	Agree with conditions	Agree with conditions
Business and administration	Proposal	ST0813	L7: Senior People Professional	Agree with conditions	Agree with conditions
Business and administration	Standard	ST0813	L7: Senior People Professional	Agree with conditions	Agree with conditions
Business and administration	Standard	ST0815	L4: Trade Union Official	Agree with conditions	Agree with conditions
Care services	Proposal	ST0905	L7: Play therapist	Return to trailblazer	Return to trailblazer
Construction	Proposal	ST0877	L4: Land Referencer	Agree with conditions	Agree with conditions
Construction	Assessment	ST0096	L2: Plasterer	Agree with conditions	Agree with conditions
Construction	Standard	ST0802	L3: Curtain Wall Installer	Agree	Agree with conditions
Construction	Assessment	ST0802	L3: Curtain Wall Installer	Agree with conditions	Agree with conditions
Construction	Standard	ST0832	L2: Telecoms Field Operative	Agree with conditions	Agree with conditions
Creative and design	Proposal	ST0900	L4: Camera Prep Technician	Agree with conditions	Agree with conditions
Creative and design	Proposal	ST0901	L7: VFX/CG Supervisor	Agree with conditions	Return to trailblazer
Creative and design	Proposal	ST0902	L6: VFX Artist/Technical Director	Agree with conditions	Agree with conditions
Creative and design	Proposal	ST0903	L4: Junior VFX Artist	Agree	Agree

Creative and design	Proposal	ST0904	L7: Archivist and Records Manager	Agree	Agree with conditions
Creative and design	Assessment	ST0782	L7: Curator	Agree with conditions	Agree with conditions
Digital	Standard	ST0865	L3: Cyber Security Technician	Agree with conditions	Agree with conditions
Education and childcare	Proposal	ST0888	L2: Early Years Practitioner	Agree with conditions	Agree with conditions
Education and childcare	Standard	ST0666	L3: Education Technician	Return to trailblazer	Return to trailblazer
Engineering and manufacturing	Proposal	ST0785	L6: Human factors Specialist	Agree with conditions	Agree with conditions
Engineering and manufacturing	Proposal	ST0872	L3: Lifting Equipment Technician	Agree with conditions	Agree with conditions
Engineering and manufacturing	Proposal	ST0881	L7: Geotechnical Engineer	Agree with conditions	Agree with conditions
Engineering and manufacturing	Proposal	ST0897	L6: Naval Architect	Agree with conditions	Agree with conditions
Engineering and manufacturing	Assessment	ST0376	L3: Motorcycle technician (repair and maintenance)	Agree with conditions	Agree with conditions
Engineering and manufacturing	Assessment	ST0581	L4: Textile Technical Specialist	Agree with conditions	Agree with conditions
Engineering and manufacturing	Standard	ST0790	L7: Power and Propulsion Gas Turbine Engineer	Agree with conditions	Agree with conditions
Engineering and manufacturing	Standard	ST0834	L7: Ordnance Munitions and Explosives Specialist	Agree with conditions	Agree with conditions
Engineering and manufacturing	Assessment	ST0841	L4: Engineering Manufacturing Technician	Agree with conditions	Agree with conditions
Engineering and manufacturing	Standard	ST0872	L3: Lifting Equipment Technician	Agree with conditions	Agree with conditions
Engineering and manufacturing	Standard	ST0898	L2: Water network operative	Agree with conditions	Agree with conditions
Engineering and manufacturing	Assessment	ST0898	L2: Water network operative	Agree with conditions	Agree with conditions
Health and science	Proposal	ST0773	L7: Optometrist (Degree)	Agree with conditions	Agree with conditions
Health and science	Proposal	ST0893	L7: Clinical Scientist	On hold	On hold
Health and science	Proposal	ST0895	L6: Specialist Clinical Practitioner	On hold	On hold

Health and science	Assessment	ST0609	L6: Clinical Trials Specialist	Agree with conditions	Agree with conditions
Health and science	Standard	ST0873	L4: Hygiene Specialist	Agree with conditions	Agree with conditions
Legal, finance and accounting	Standard	ST0766	L3: Debt Advisor	Agree with conditions	Agree with conditions
Legal, finance and accounting	Assessment	ST0766	L3: Debt Advisor	Agree with conditions	Agree with conditions
Protective services	Assessment	ST0746	L4: Fire Safety Inspector	Agree with conditions	Agree with conditions
Sales, marketing and procurement	Proposal	ST0887	L3: Fundraiser	Agree with conditions	Agree with conditions
Transport and logistics	Assessment	ST0558	L3: Cabin Crew	Agree with conditions	Agree with conditions

Annex B – Approval & Funding Committee Funding Recommendations – Cycle 23

This information will be published in the Institute for Apprenticeships Annual Report and Accounts for 2019-20