

# Minutes

## APPROVAL & FUNDING COMMITTEE

<b>Meeting Title</b>	Approval & Funding Committee – 7 May 2020
<b>Date of Issue</b>	30 May 2020

### **Attendance:**

#### **A&FC Members**

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

#### **Institute Officials**

Rob Nitsch, Anna West, Nick Mawhinney, Alex Wilson, David Weaver, Shaista Hikmat, Huw Moore, Mohammed Ali, Emma Yates, Kathy Lee-Cole.

### **Apologies**

Malcolm Press (provided comments and reviewed cycle 28 submissions)

## **1. Welcome, declarations and minutes**

1. Kate Barclay (Chair) welcomed committee members and Institute officials to the meeting. It was noted that Kate Barclay, Bev Robinson, Robin Millar and Malcolm Press had all reviewed and provided comments on cycle 28 submissions ahead of the meeting.

## **Papers for information**

2. The committee also considered additional paper for information:
  - Approvals Data/trends

## **2. Minutes Sign-off**

3. The committee approved the draft minutes from the 26 March 2020 meeting with no amendments.
4. The Chair asked committee members whether they had any declarations of interest to make. There were no declarations made.

## **3. T Level Content**

5. The Committee received an update on the four Waves, with particular focus on current Wave 2.

## **4 Covid-19 Update**

6. The committee considered the Institute's COVID-19 response. The committee received details of how governance would continue to be maintained as flexibilities are applied during the COVID-19 period. It was noted that the Approval and Funding Committee will provide oversight of process flexibilities. The Institute's Quality Assurance Committee will have oversight on flexibilities related to end-point assessment.
7. The committee discussed the impact of the COVID-19 outbreak on various strands of the Institute's work, including apprentices, EPA quality and committee business.
8. The committee noted that the Institute is developing end-point assessment flexibilities due to COVID-19, including remote assessment.



9. The committee were content with the proposed flexibilities provision and agreed that these would not unduly impact on governance arrangements or jeopardise quality.

10. The Chief Operating Officer (COO) stressed that maintaining the quality of standards is essential, noting the Institute's work in this area to date. All information on flexibilities is published on the Institute's website.

11. The COO welcomed the committee's input, reiterating the substantive steps that the Institute has taken and will continue to take.

## **5 Current approvals process**

### **Occupation Proposals**

12. The committee reviewed seven recommendations on new occupation proposals made by route panels in cycle 28. The committee agreed with all of the recommendations.

### **Funding band recommendations**

13. The committee considered seven final funding band recommendations in cycle 28. They agreed with the panel recommendation for all seven of the recommendations.

14. In relation to the Standard - ST0439 L3 Jewellery, Silversmithing and Allied Trades Professional, the committee requested an early review to consider the level of take up.

**AOB**

15. The committee queried whether there is likely to be a reduction in the number of proposals, standards and funding band recommendations given the COVID-19 situation; the Institute confirmed that using the pipeline data, a reduction was not expected.

16. The next meeting of the Approval & Funding Committee will be held on 2 July 2020 either remotely through Zoom or at 151 Buckingham Palace Road.

**Author:** Secretariat, Chief of Staff's Office, Institute for Apprenticeships

**Annex A – Approval & Funding Committee decisions – 7 May 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>
Agriculture, environmental and animal care	Proposal	ST0952	L2: Fisher	Agree with conditions	Agree with conditions
Construction	Standard	ST0315_V1.1	L3: Railway Engineering Design Technician	Agree with conditions	Agree with conditions
Construction	Assessment	ST0315_V1.1	L3: Railway Engineering Design Technician	Agree with conditions	Agree with conditions
Construction	Assessment	ST0742	L7: Chartered Landscape Professional	Agree with conditions	Agree with conditions
Creative and design	Proposal	ST0915	L3: Scenic Automation Technician	Agree with conditions	Agree with conditions
Creative and design	Proposal	ST0917	L3: Scenic Construction Technician	Agree with conditions	Agree with conditions
Creative and design	Proposal	ST0940	L5: Audiovisual Technician	Agree with conditions	Agree with conditions
Creative and design	Proposal	ST0944	L4: Assistant Recording Engineer	Agree with conditions	Agree with conditions
Creative and design	Assessment	ST0439	L3: Jewellery, Silversmithing and Allied Trades Professional	Agree with conditions	Agree with conditions
Creative and design	Assessment	ST0469	L2: Bookbinder	Agree with conditions	Agree with conditions
Creative and design	Assessment	ST0792	L4: Media Production Co-ordinator	Agree	Agree
Creative and design	Standard	ST0901	L7: VFX Supervisor	Agree with conditions	Agree with conditions

Creative and design	Assessment	ST0901	L7: VFX Supervisor	Agree	Agree
Digital	Assessment	ST0116_V1.1	L4: Software Developer	Agree with conditions	Agree with conditions
Digital	Standard	ST0117_V1.1	L4: Business Analyst	Agree with conditions	Agree with conditions
Digital	Assessment	ST0118	L4: Data Analyst	Agree with conditions	Agree with conditions
Digital	Assessment	ST0127_V1.1	L4: Network Engineer	Agree with conditions	Agree with conditions
Engineering and manufacturing	Assessment	ST0790	L7: Power and Propulsion Gas Turbine Engineer	Agree with conditions	Agree with conditions
Engineering and manufacturing	Standard	ST0845	L6: Project controls professional	Agree with conditions	Agree with conditions
Engineering and manufacturing	Assessment	ST0872	L3: Lifting Equipment Technician	Agree with conditions	Agree with conditions
Engineering and manufacturing	Standard	ST0876	L2: Water process operative	Agree with conditions	Agree with conditions
Engineering and manufacturing	Assessment	ST0876	L2: Water process operative	Agree	Agree
Engineering and manufacturing	Standard	ST0898_V1.1	L2: Water network operative	Agree with conditions	Agree with conditions
Engineering and manufacturing	Assessment	ST0898_V1.1	L2: Water network operative	Agree	Agree
Hair and beauty	Standard	ST0685	L3: Wellbeing Therapist	Agree with conditions	Agree with conditions
Health and science	Proposal	ST0892	L7: Medical Statistician	Agree with conditions	Agree with conditions
Health and science	Assessment	ST0701	L4: Orthodontic Therapist	Agree with conditions	Agree with conditions
Health and science	Assessment	ST0798	L7: Clinical Pharmacology Scientist	Agree with conditions	Agree with conditions

Health and science	Assessment	ST0893	L7: Clinical Scientist	Agree with conditions	Agree with conditions
Health and science	Standard	ST0948	L6: Midwife (2019 NMC standards)	Agree	Agree
Health and science	Assessment	ST0948	L6: Midwife (2019 NMC standards)	Agree with conditions	Agree with conditions
Protective services	Standard	ST0930	L3: Anti-Social Behaviour & Community Safety Officer	Agree with conditions	Agree with conditions
Sales, marketing and procurement	Assessment	ST0810	L3: Procurement & Supply Assistant	Agree with conditions	Agree with conditions
Transport and logistics	Proposal	ST0954	L3: Aviation Movement Specialist	Agree with conditions	Agree with conditions
Transport and logistics	Standard	ST0336_V1.1	L3: Transport Planning Technician	Agree with conditions	Agree with conditions
Transport and logistics	Assessment	ST0336_V1.1	L3: Transport Planning Technician	Agree with conditions	Agree with conditions