

MINUTES

APPROVAL & FUNDING COMMITTEE

Date: 29 April 2021

Location: Remotely

Attendance:

A&FC Members

Kate Barclay (Chair), Malcolm Press, Bev Robinson

Institute Officials

Rob Nitsch

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 34 submissions ahead of the meeting.
- III. The Chair asked committee members whether they had any conflict 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 7 January and 4 March 2021 meeting with no amendments. The Chair revisited the status of previous actions and noted that these actions had been completed.

3. Covid Update

- V. The committee received an update on the impact of Covid-19 on the sector. The Institute is continuing to support the sector in this current lockdown.

4. Higher Technical Qualifications update

- VI. The committee received an update on cycle 1 HTQ applications, including support provided to applicants, and improvements planned for cycle 2.
- VII. The committee reviewed and agreed with the recommendation that the (name redacted) be approved in principle subject to Institute confirming outstanding requirements have been fully met.
- VIII. The committee discussed the quality assurance provision and system for Higher Technical Qualifications education and requested that consideration was given to a presentation for the Institute Board.

Action 1

Institute officials to consider the need for a submission to the Board discussing quality assurance and system arrangements for Higher Technical Qualifications.

5. Approach to the coming cycles (apprenticeships)

- IX. The committee considered and agreed to proposals on the approach to future cycles. To further assist the committee, it was agreed that the Institute will provide a more streamlined summary for each proposal, targeted around the approval tests.

6. Aviation sector apprenticeship reform plan

- X. The committee considered and were content with the aviation sector apprenticeship reform plans. The aviation sector is mid-way through this work, which when completed will refine and reduce the number of aviation specific occupations on the occupational map.

7. Current (Apprenticeship) approvals process (Cycle 34)

Occupational Proposals

- XI. The committee reviewed 7 recommendations on new occupation proposals made by route panels in Cycle 34. The committee agreed with 2 recommendations and requested that 5 be returned to the trailblazer groups for further work.
- XII. The committee was asked to consider the recommendation in relation to the ST0878 Youth Justice Practitioner (YJP). The committee agreed that Youth Justice Practitioner (YJP) occupation should remain in the Protective Services

route, but that the Care Services route panel continue to be given the opportunity to input into any decisions regarding the standard and any associated technical qualifications.

Funding Summary

- XIII. The committee considered 14 final funding band recommendations in Cycle 34. They agreed with the route panel on 11 of the recommendations and requested 3 be returned to the trailblazer for further work.
- XIV. In relation to ST0863 (L4) Digital Accessibility Specialist, the committee requested an early review to monitor level of starts.

8. Any other business

- XV. No other business was raised.

9. Information Received

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

C34 Datasheets

- XVII. The committee noted the data sheets for Cycle 34.

10. Next meeting

- XVIII. The committee is scheduled to meet again on 24 June 2021.

Cycle 34 AF&C Decisions

Route	Decision type	Reference number	Title	Panel recommendation	A&FC decision
Agriculture, environmental and animal care	Standard	ST0924_V0.0	L5: Horticulture and landscaping technical manager	Agree with conditions	Agree with conditions
Agriculture, environmental and animal care	Assessment	ST0924_V0.0	L5: Horticulture and landscaping technical manager	Agree with conditions	Agree with conditions
Agriculture, environmental and animal care	Funding	ST0924_V0.0	L5: Horticulture and landscaping technical manager	Redacted	Redacted
Business and administration	Proposal	ST0894_V0.0	L6: Service designer	Agree with conditions	Return to trailblazer
Business and administration	Proposal	ST0967_V0.0	L4: Information governance and data protection practitioner	Agree	Agree
Catering and hospitality	Standard	ST0227_V1.1	L3: Chef de partie	Agree	Agree
Catering and hospitality	Assessment	ST0227_V1.1	L3: Chef de partie	Agree	Agree
Catering and hospitality	Assessment	ST0228_V1.2	L2: Commis chef	Agree	Agree
Construction	Proposal	ST0984_V0.0	L2: General Builder	Agree with conditions	Return to trailblazer
Construction	Proposal	ST0985_V0.0	L2: Lead traffic management operative	Agree with conditions	Return to trailblazer
Construction	Funding	ST0366_V1.1	L2: Fencing Installer	Redacted	Redacted
Construction	Funding	ST0742_V0.0	L7: Chartered Landscape Professional	Redacted	Redacted
Construction	Funding	ST0859_V0.0	L6: Fire Safety Engineer (Degree)	Redacted	Redacted
Creative and design	Standard	ST0902_V0.0	L6: VFX artist or technical director	Agree	Agree



Route	Decision type	Reference number	Title	Panel recommendation	A&FC decision
Creative and design	Assessment	ST0902_V0.0	L6: VFX artist or technical director	Agree	Agree
Creative and design	Funding	ST0904_V0.0	L7: Archivist and Records Manager	Redacted	Redacted
Creative and design	Funding	ST0933_V0.0	L5: Post Production Engineer	Redacted	Redacted
Creative and design	Standard	ST0940_V0.0	L5: Audiovisual Technician	Agree with conditions	Agree with conditions
Creative and design	Assessment	ST0940_V0.0	L5: Audiovisual Technician	Agree with conditions	Agree with conditions
Digital	Proposal	ST0957_V0.0	L7: Location Information Specialist	Agree with conditions	Return to trailblazer
Digital	Funding	ST0863_V0.0	L4: Digital Accessibility Specialist	Redacted	Redacted
Digital	Standard	ST0949_V0.0	L4: Applications support lead	Agree with conditions	Agree with conditions
Digital	Assessment	ST0949_V0.0	L4: Applications support lead	Agree	Agree
Digital	Standard	ST0953_V0.0	L7: Game programmer	Agree with conditions	Agree with conditions
Digital	Assessment	ST0953_V0.0	L7: Game programmer	Agree	Agree
Engineering and manufacturing	Proposal	ST0963_V0.0	L3: Surface finisher	Agree	Agree
Engineering and manufacturing	Assessment	ST0845_V0.0	L6: Project controls professional	Agree	Agree
Engineering and manufacturing	Standard	ST0962_V0.0	L2: Print operative	Agree	Agree
Engineering and manufacturing	Assessment	ST0962_V0.0	L2: Print operative	Agree	Agree
Engineering and manufacturing	Funding	ST0962_V0.0	L2: Print operative	Redacted	Redacted
Health and science	Assessment	ST0599_V1.1	L6: Dietitian (integrated degree)	Agree	Agree

Route	Decision type	Reference number	Title	Panel recommendation	A&FC decision
Health and science	Funding	ST0599_V1.1	L6: Dietitian (integrated degree)	Redacted	Redacted
Health and science	Standard	ST0632_V1.1	L3: Prosthetic and Orthotic technician	Agree	Agree
Health and science	Assessment	ST0632_V1.1	L3: Prosthetic and Orthotic technician	Agree	Agree
Health and science	Funding	ST0632_V1.1	L3: Prosthetic and Orthotic technician	Redacted	Redacted
Health and science	Assessment	ST0709_V1.1	L7: District Nurse	Agree	Agree
Health and science	Funding	ST0709_V1.1	L7: District Nurse	Redacted	Redacted
Health and science	Standard	ST0958_V0.0	L3: Community Health and Wellbeing Worker	Agree	Agree
Health and science	Assessment	ST0958_V0.0	L3: Community Health and Wellbeing Worker	Agree with conditions	Agree with conditions
Health and science	Funding	ST0958_V0.0	L3: Community Health and Wellbeing Worker	Redacted	Redacted
Protective services	Standard	ST0878_V0.0	L5: Youth justice practitioner	Agree with conditions	Agree with conditions
Protective services	Assessment	ST0878_V0.0	L5: Youth justice practitioner	Agree	Agree
Protective services	Funding	ST0878_V0.0	L5: Youth justice practitioner	Redacted	Redacted
Protective services	Assessment	ST0930_V0.0	L4: Anti-Social Behaviour & Community Safety Officer	Agree	Agree
Protective services	Funding	ST0930_V0.0	L4: Anti-Social Behaviour & Community Safety Officer	Redacted	Redacted
Transport and logistics	Proposal	ST1007_V0.0	L3: Aviation flight operations coordinator	Agree with conditions	Return to trailblazer