

Institute for Apprenticeships
a summary of what it will do
18 Jan, 2017

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See www.lsect.com for workshops
and training days

- > 'Essential' apprenticeship funding update
- > Winter Data Conference *Extra date*
- > ESOL Funding Summit
- > AEB funding rules and rates 2017/18
- > Funding audit and DSAT workshop
- > Subcontracting Funding Summit
- > Traineeship funding update

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LEARNING & SKILLS
EVENTS, CONSULTANCY & TRAINING

Welcome to this Lsect webinar
More than 1,000 registrations for this webinar

Agenda

12:00 Registration

12:05 Institute for Apprenticeships ~ a summary of what it will do
Nick Linford and Mark Dawe, CEO at AELP

12:40 NCFE ~ a view from the webinar sponsor
Paul Turner, Futures Leader, NCFE

12:50 Q&A

13:00 End

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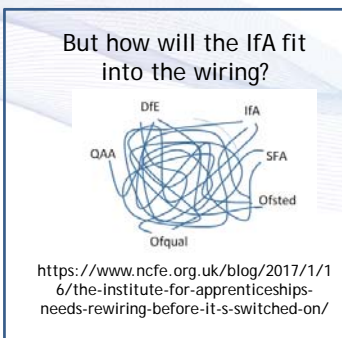
Institute for Apprenticeships

Draft Strategic Guidance



<http://feweek.co.uk/2017/01/04/institute-for-apprenticeships-consultation-launched/>

“the Institute for Apprenticeships will be established as an independent body to act as the guarantor of the integrity of the apprenticeships system, with a mandate to assure quality and provide objective advice on future funding for apprenticeship training”



<https://www.ncfe.org.uk/blog/2017/1/16/the-institute-for-apprenticeships-needs-rewiring-before-it-s-switched-on/>

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Staff and budget (year 1)

Piecing together multiple sources, here's what we know

Paid chair (£56k for 2 days a week)

8 board members, mostly employers
(£15k for 2 days per month)

Chief executive (approx. £150k salary)

Deputy Chief executive (approx. £120k salary)

6 Deputy Directors (approx. £80k salary)

Heads of Service

Around 60 employees in total

Based in London or Coventry

£8m budget

We currently only know names of 3 temporary staff

Shadow chair, Anthony Jenkins (formerly of Barclays)



Shadow CEO (2 days a week) Peter Lauener



Deputy CEO Mike Keoghan



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The six directors and services (with up to 10 staff each)

1. Approvals
2. Assessment and Quality
3. Corporate Effectiveness
4. Data
5. Funding
6. Standards Creation and Review

Best way of seeing what the IfA will actually do is probably to look at their responsibilities

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Director of Approvals

- Post 1:
Approvals
1. Coordinate and support the operation of the approvals process for apprenticeship standards and Technical Education standards;
 2. Work with Route Committees and others to ensure excellent quality assurance practice governs the approvals process including induction, standardisation, monitoring, review, risk assessment and feedback mechanisms;
 3. Build effective relationships with stakeholders; and
 4. Work with analysts and others to develop occupational maps.

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Director of Assessment and Quality

Post 2:
Assessment
and Quality

1. Work with analysts and others to map assessment demand by standard;
2. Work with partner bodies to manage the Register of Apprenticeship Assessment Organisations. Actively manage the Register to ensure that sufficient high quality assessment is available to meet demand;
3. Establish and manage a Quality Alliance with relevant bodies including other regulatory bodies;
4. Regularly review delivery of apprenticeship assessment and identify any practice that is not sufficiently robust;
5. Identify delivery risks and take action to mitigate;
6. Ensure that Trailblazer groups are given sufficient support and expertise to develop high quality assessment plans;
7. Establish a system to identify, investigate and address any compliance issues; and
8. Liaise with Standards Creation and Review team and Approvals team to ensure appropriate administration/secretariat support to Route Committees, including induction and quality control.

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Director of Corporate Effectiveness

Post 3:
Corporate
Effectiveness

1. Coordinate and manage the effective and efficient operation of a wide range of services within the Institute;
2. Ensure Corporate, Estate, IT, Digital, HR and Communication services are robust and effective;
3. Develop contingency and business continuity plans for key services;
4. Construct workforce and operational strategies and plans;
5. Complete statistical returns required by Treasury/Cabinet Office;
6. Coordinate programme management and advise the CEO, Board and wider government community on the Institute's operational matters;
7. Ensure effective HR management; and
8. Manage shared service mapping and delivery, negotiating MoUs and SLAs.

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Director of Data

- Post 4: Data**
1. Provide data, statistical and analytical services and advice to the CEO and others to inform on policy and operations;
 2. Commission data collection and analysis activities;
 3. Provide data advice to model demands for standards and advise on the use of incentives;
 4. Liaise with others ensure that data is used appropriately to report on outcomes of the Apprenticeship programme ;
 5. Support the co-ordination of evidence for audit and compliance activities; working closely with colleagues to create strategic risk reports and business continuity plans; and
 6. Provide analytical support to help Route Committees make pricing decisions.

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Director of Funding

- Post 5: Funding**
1. Provide expert and specialist funding advice to the CEO and other areas of policy and operation within the Institute and wider government community. This will involve working closely with delivery partners such as the EFA and SFA;
 2. Develop strategies/business plans that show an understanding of government policy, employer needs and the apprenticeship market including advise on the use of incentives;
 3. Provide funding advice including modeling demands for standards. Work with others to produce accurate financial forecasts and reports on the apprenticeship programme and the operation of the Institute;
 4. Co-ordinate audit and compliance activities; working closely with partners within the Quality Alliance and others to manage strategic risk;
 5. Lead and set up pricing schedules for standards and construct sustainable pricing processes and systems; and
 6. Assess appeals received from employers on Standard pricing decisions.

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Director of Standards Creation and Review

Post 6:
Standards
Creation and
Review

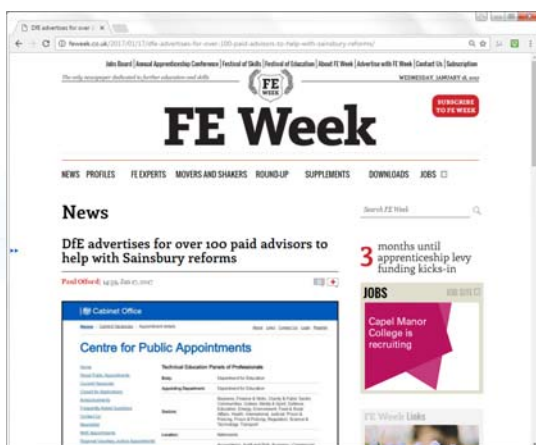
1. Ensure that the required number of Route Committees Chairs and Panels are in operation, ensuring the quality of standards remains high;
2. Work with Trailblazers, Route Committees and others to ensure excellent quality assurance practice governs the creation and review of Standards including establishing effective feedback mechanisms;
3. Ensure that guidance for Trailblazers is updated regularly to ensure it remains accurate and respond to any queries;
4. Ensure there is an effective process to provide timely and constructive feedback for all expressions of interest;
5. Ensure appropriate support networks are in place for Relationship Managers; regularly review priorities and workloads;
6. Actively engage with key employers, stakeholders and other policy areas; and
7. Establish and monitor the operation of independent peer reviews.

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Institute for Apprenticeships (year 2)

From April 2018 the IFA becomes the Institute for Apprenticeships and Technical Education (IFATE)



The institute will take on an extra 30 staff, and first task will probably to make sense of the results coming out of the new 11 “Panels of Professionals”

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<http://feweek.co.uk/2017/01/17/dfe-advertises-for-over-100-paid-advisors-to-help-with-sainsbury-reforms/>

Apprentice panel

Also to launch before April this year

"I am pleased to announce that we expect the institute to invite apprentices to establish an apprentice panel, which would report directly to the board. The panel would be made up of apprentices from different occupations and experiences. The panel would decide for itself which issues to focus on, and it will challenge and make recommendations to the board. That squares the difficult circle of wanting experience but also having the vital input from apprentices up and down the country. The Institute for Apprenticeships and Technical Education will ensure that the first panel is in place before the institute goes live in April 2017."

Robert Halfon, Apprenticeships and Skills Minister

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What else happens next?

Announcement of senior appointments (shortly)

Draft operational plan (shortly)

Recruitment of remaining staff (shortly)

Institute launched April 2017

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looking to the future.

NCFE and Apprenticeships

Paul Turner
Futures Leader
@EduTurn

clock is ticking...



starts may 1st 2017

The UK Government's Apprenticeship Levy comes into effect on the 1st May 2017



The levy rate is 0.5% of your total payroll



what's the allowance?

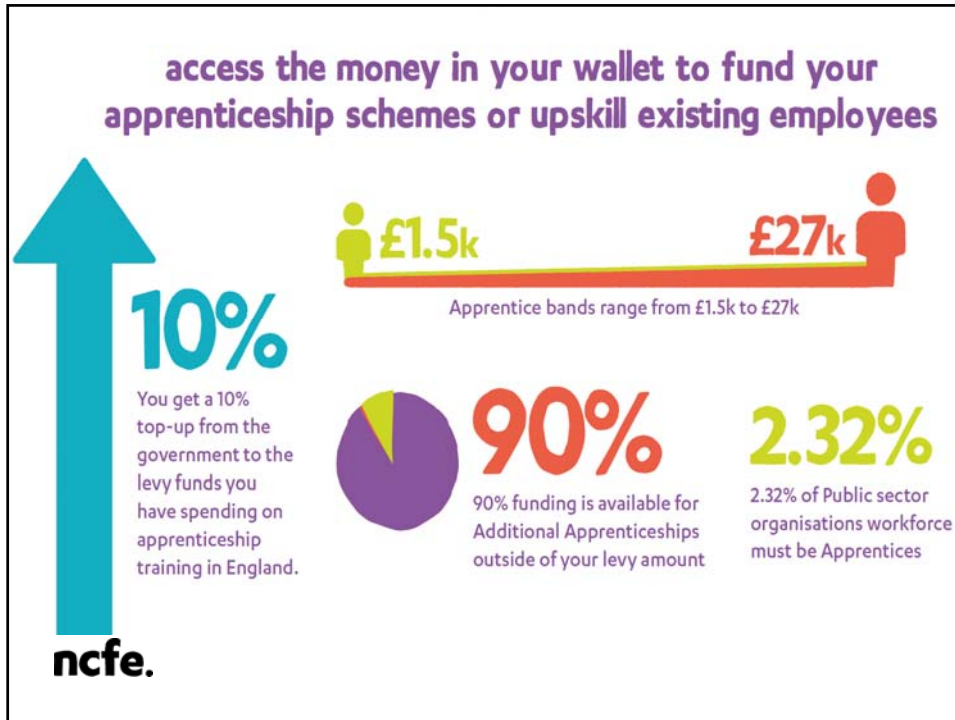
You have an allowance of £15k... but if you are a **group of companies** that are connected will only be able to use one £15,000 levy allowance...



payroll is **under £3million?**
Then you **wont** pay the levy

The Levy is taken as part of your PAYE payment to HMRC and is **stored in your digital wallet for 2 years**





Institute for Apprenticeships (IfA)



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Support – End Point Assessment & Standards



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Q&A

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