

All about...

City &
Guilds

AUTOMOTIVE

ISSUE 08 – August 2015



<http://goo.gl/XS9Kx4>

This update is focused on **trailblazers**: the new apprenticeship standards for England only.

In this issue:

- Employers' guide to apprenticeship standards
- Future of apprenticeships in England: guidance for trailblazers - from standards to starts document
- Automotive Retail (Light Vehicle) – Trailblazer Consultation Event Presentation



The City and Guilds of London Institute
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Employers' guide to apprenticeship standards

The Government has updated their **Employers' guide to apprenticeship standards** with the following short but very useful document about the new apprenticeships in a kind of Q&A style:

<https://www.gov.uk/government/publications/employers-guide-to-trailblazer-apprenticeships>

Future of apprenticeships in England: guidance for trailblazers - from standards to starts document

This document explains how to develop the new apprenticeship standards, and was updated in July 2015 following on George Osborne's budget announcement:

<https://www.gov.uk/government/publications/future-of-apprenticeships-in-england-guidance-for-trailblazers>

A 'must read' if you want to understand and participate in the trailblazer process.

Automotive Retail (Light Vehicle) – Trailblazer Consultation Event Presentation

On 28 July 2015 the trailblazer group led by Jaguar Land Rover and the Skills Funding Agency run a consultation event at GTG Training premises in Wolverhampton aimed at employers and training providers that wished to provide feedback on the Apprenticeship Standard and Assessment Plan for the light vehicle trailblazer and gain an understanding on how it will be implemented once the assessment strategy has been approved by The Department for Business, Innovation & Skills (BIS).

Please find attached to this document the presentations used during the day with very useful information about the light vehicle trailblazer and updates from the Government on other trailblazers' issues such as future policy and funding.

If you need any further information or would like to discuss in more detail, please e-mail automotive@cityandguilds.com

Tell us what you think

All About Automotive is a monthly newsletter that brings together all of the key developments from City & Guilds relevant to automotive skills learning across England, Northern Ireland and Wales. It contains updates on the range of teaching and learning resources we offer, plus relevant public policy or other information we think you might be interested in.

Each edition is numbered, so we can refer back to previous issues or tell you when information has been superseded.

If there's anything else you'd particularly like us to cover or explain more fully in future issues of *All About*,

please feel free to drop us a line to automotive@cityandguilds.com or visit us at  <http://linkd.in/1qtL7>

Thank you for your continued support.

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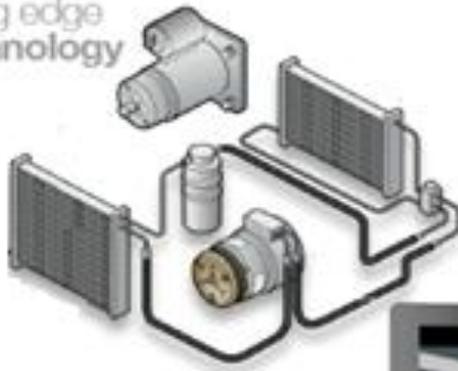
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Automotive Retail Light Vehicle Technician

▶ Cutting edge Technology



▶ Great career prospects



▶ Making customers happy



▶ Diagnostics and problem solving



Welcome & Introduction

Kevin Johns

Agenda

- Arrival & Coffee
- Introduction/Agenda
- Guidelines - BIS
- Trailblazer group
- New Apprenticeship Standard
- Tea & Coffee
- Assessment Process
- Funding - BIS
- Q&A
- Close



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Apprenticeship reforms

Skills Funding Agency

Date 28 July 2015

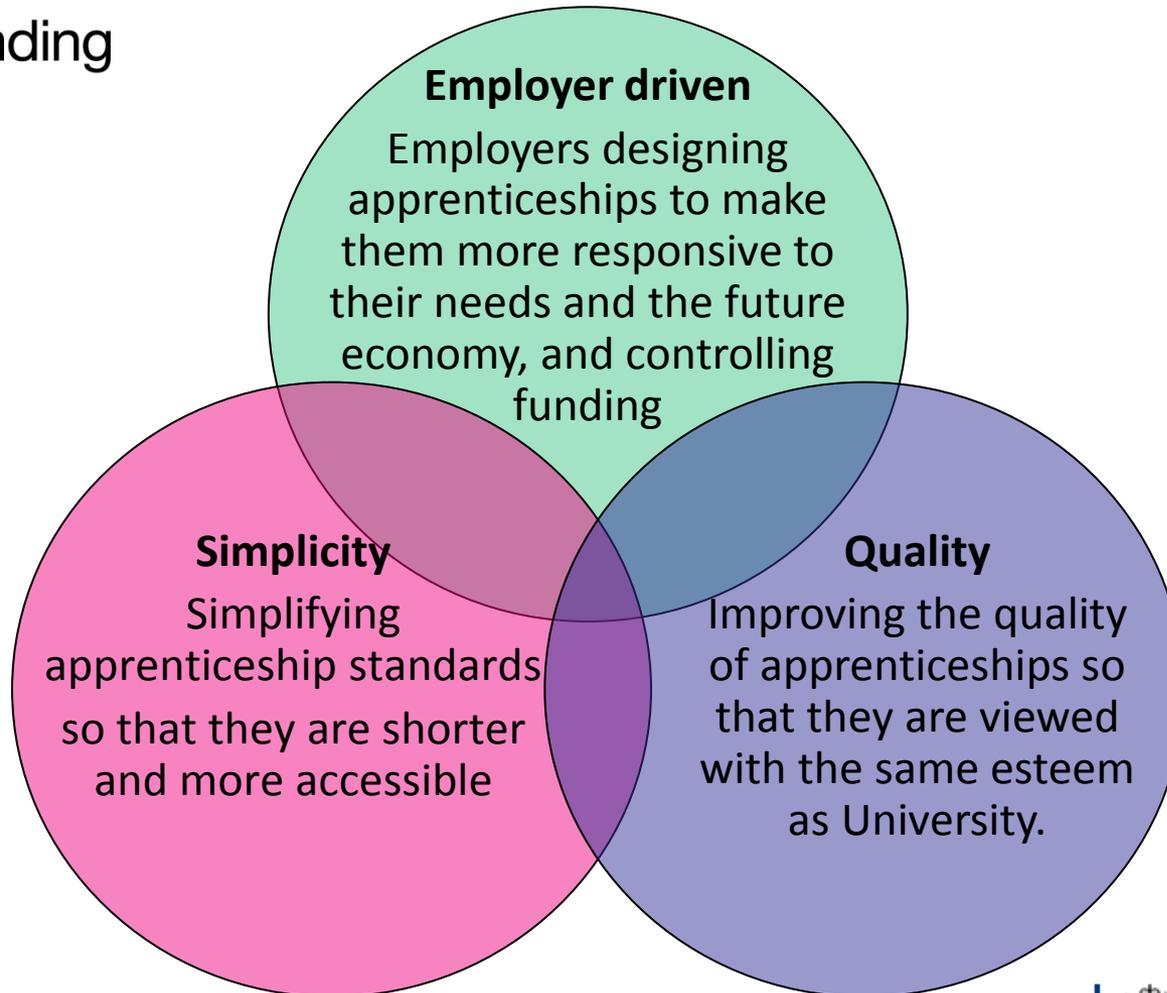
Speaker Sharon Thompson

Welcome



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WHY? Rationale for the Reforms



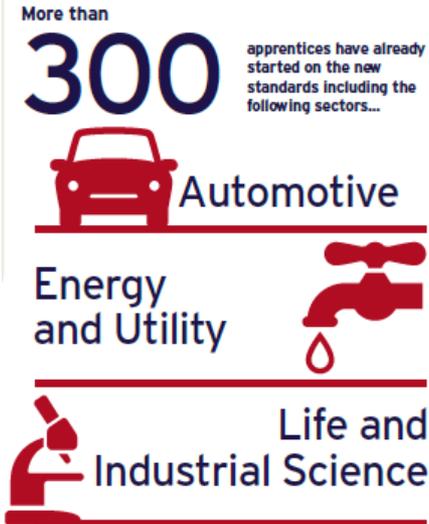
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HOW: Delivery so far

New apprenticeships published on gov.uk

- Over 1200 businesses in over 100 sectors involved in the Trailblazers.
- 129 standards published so far.
- 24 new apprenticeships ready to deliver as the standard, assessment plan and funding rate are all approved.
- Over 160 standards in development .
- Publication of next round of approved standards and assessment plans in August.
- We are moving to rolling monthly deadlines for submission of standards and assessment plans from 27 August.

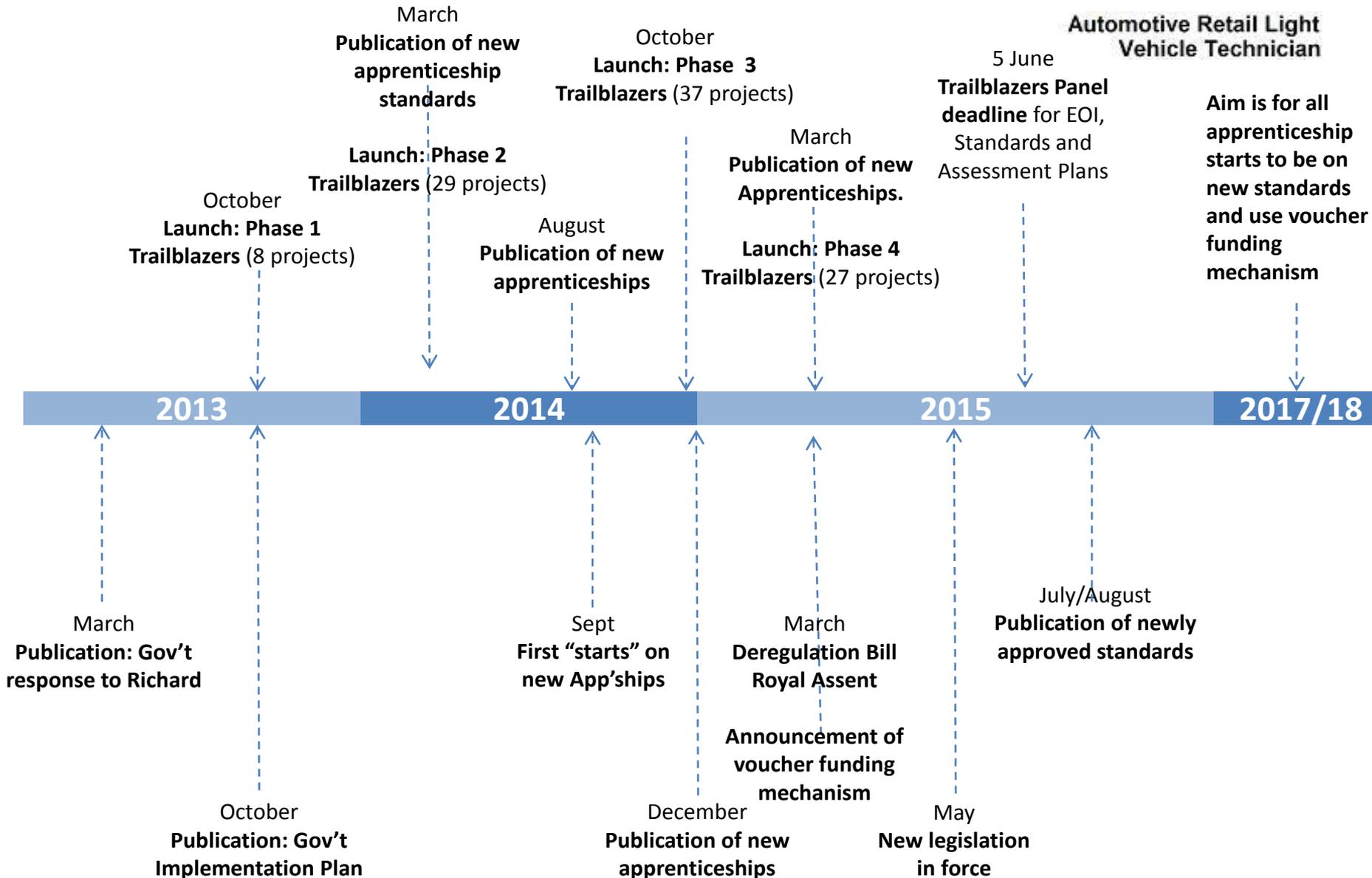
New starts since September 2014



And announcement about funding mechanism

- In March we announced a voucher funding mechanism to give employers greater control over funding for training.
- We have completed initial design and will shortly start early testing with employers.

WHEN: Timetable for Apprenticeship Reform

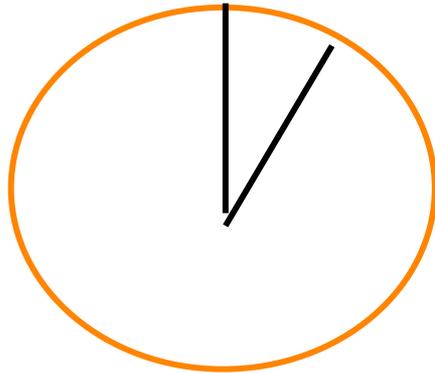




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Government's commitment to growth

Committed to delivering **three million apprenticeships** in this Parliament.



*That is equivalent to **more than one apprentice** starting every minute of every day over the next five years.*

We will continue to roll out **employer-designed standards** in all areas of the economy.

We will also continue to roll out **Degree Apprenticeships** which combine a degree with practical skills gained in work and deliver valuable high-level technical skills

As part of wider growth, we will treble the number of Apprenticeships in **food, farming and agri-tech**.



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Approach to growth

Gov't will set out plans for growing apprenticeships in due course, but the scale of growth required will require increases in all areas of the programme:

- **Accelerating implementation of our reforms** so that we can offer high quality employer designed apprenticeships in even greater numbers.
- Developing and implementing the simple **voucher mechanism** that will underpin our funding reforms, giving employers greater control over apprenticeship funding.
- Increasing the number of apprentices delivered through the **public sector**, including through the use of public procurement.
- Supporting **large and small employers** to take on apprentices for the first time or grow the number they offer.
- Enhancing **marketing and communications** to ensure that employers, young people and parents are widely aware of the benefits of apprenticeships.
- Accelerating the development of **Higher and Degree Apprenticeships.**



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Higher and Degree Apprenticeships

Journey so far

- Relatively new - introduced in 2009/10 at levels 4 and 5 and expanded to levels 6 and 7 in April 2013, and can include FE, HE and professional qualifications
- Fastest growing part of the apprenticeship programme, including for 16-18s
- Of the 129 standards published so far, 47 (nearly 40%) are Higher and Degree Apprenticeships.
- Over 100 companies working with over 20 universities and several colleges to develop Degree Apprenticeships.
- Around 1500 starts expected on 13 Degree Apprenticeships in September 2015.

Starts and ambitions

- 9,200 starts achieved in 2013/14 – still only accounted for 2% of the Apprenticeship programme
- 7,500 starts achieved since September 14 - expecting to comfortably achieve the target of 20,000 starts over 2013/14 and 2014/15
- Government committed to growing Degree Apprenticeships

And announcements about degree apprenticeships

- New Degree Apprenticeships model announced in November 2014
- In 2015 National Apprenticeship Week, PM announced 9 new Degree Apprenticeships.



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More information

We will keep our main hub page on apprenticeship reforms updated with all of the latest information:

<https://www.gov.uk/government/collections/apprenticeship-changes>

Published standards and those in development:

<https://www.gov.uk/government/collections/apprenticeship-standards>

<https://www.gov.uk/government/publications/apprenticeship-standards-in-development>

Guidance for developers of standards:

<https://www.gov.uk/government/publications/future-of-apprenticeships-in-england-guidance-for-trailblazers>



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Get involved...

Employers interested in getting involved, can email:

apprenticeship.trailblazers@bis.gsi.gov.uk

Providers interested in getting involved, can email:

trailblazers@aoc.co.uk

(AoC, AELP and UVAC co-ordinating support)



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Any Questions?

Contact Details:

Sharon.Thompson@sfa.bis.gov.uk



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Trailblazer Group

Kevin Johns

Trailblazer Group



- One employer member has been chosen by the group to act as Chair
- Wide range of employers, meaning at least 10
- Reflective of those who employ people in this occupation
- Other organisations involved to support the employers

Trailblazer Group



Automotive manufacturers:



Large employers:



Independents & representative bodies:



Trailblazer Group



Other organisations



BIS Requirements



Employer-led Trailblazers designing apprenticeships

Giving employers the opportunity to set the skills, knowledge and behaviours you need

Short, concise standards replace long, complex frameworks

Providing a clear and attractive 'shop window' for parents, apprentices and businesses

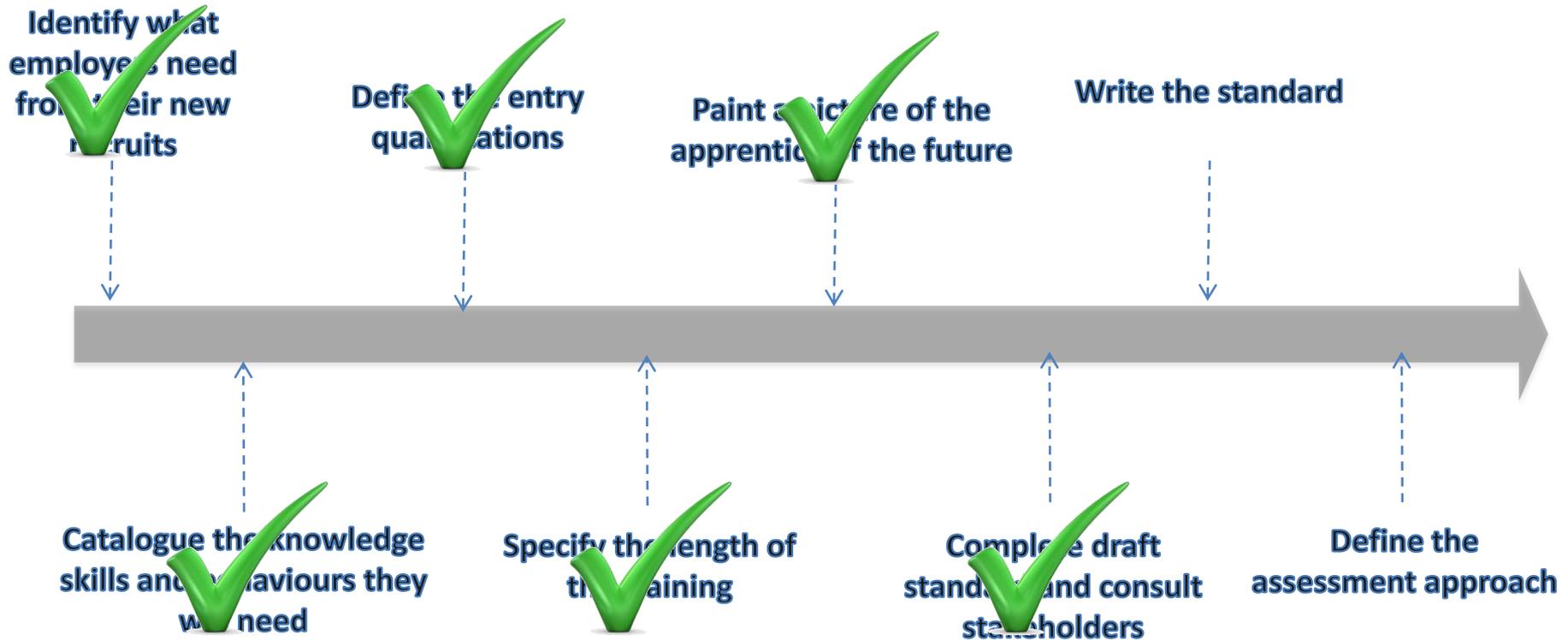
All apprenticeships have an end point assessment and include grading

Ensuring that apprentices are signed off as fully competent at the end of their apprenticeship

All apprenticeships must last at least 12 months

Continuing to drive up the quality of apprenticeships

What are the key tasks



New Apprenticeship Standard

Rob Hall

Full Standard



Download from:

- <https://www.gov.uk/government/publications/apprenticeship-standard-motor-vehicle-service-and-maintenance-technician-light-vehicle>

Standard Overview



- Overview of the role
- Programme duration
- Entry requirements
- Progression
- Qualification
- Professional Body.

Knowledge and Understanding



- The fundamentals of vehicle technologies
- The types, and associated characteristics, of light vehicles
- Diagnostic principles and logical problem-solving techniques.
- Emerging automotive technologies and the impact they will have on the knowledge and skills technicians will require in the future.

Competency

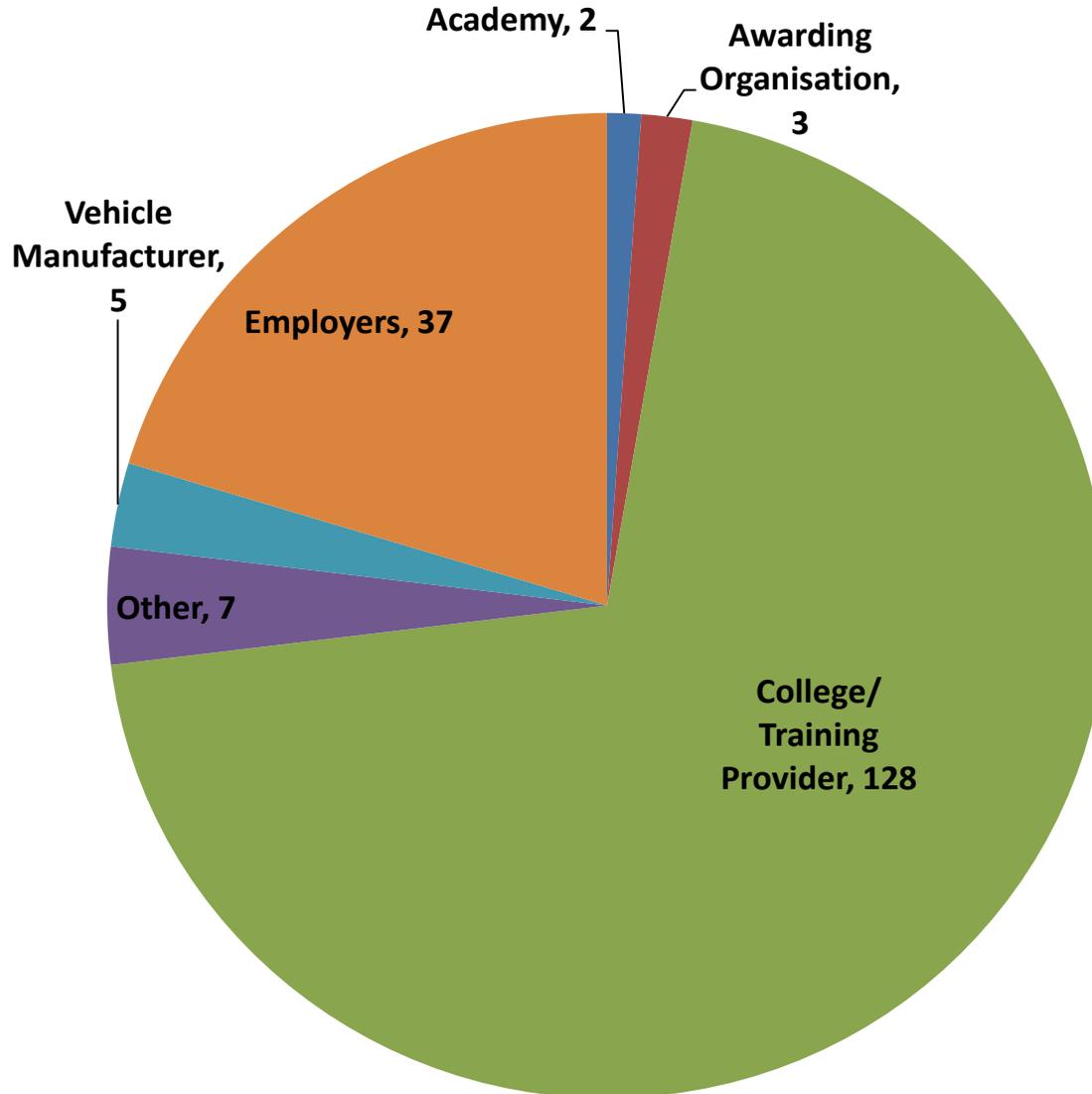
- Foundation tasks common to all procedures
- Maintenance of a safe and efficient workshop and adhere to the dealership/garage's business processes
- Access specific information
- Use diagnostic, mechanical and electrical measuring equipment
- Successfully inspect and prepare a vehicle to the required quality standard for handover to the customer
- Service and maintain a vehicle without supervision.
- Remove repair/replace components in line with manufacturer's standards.
- Investigate symptoms of vehicle fault(s) and identify the likely underlying causes.
- Apply advanced diagnostic principles and logical problem-solving techniques
- Use current flow diagrams and electrical test equipment.

Soft Skills and Behaviours

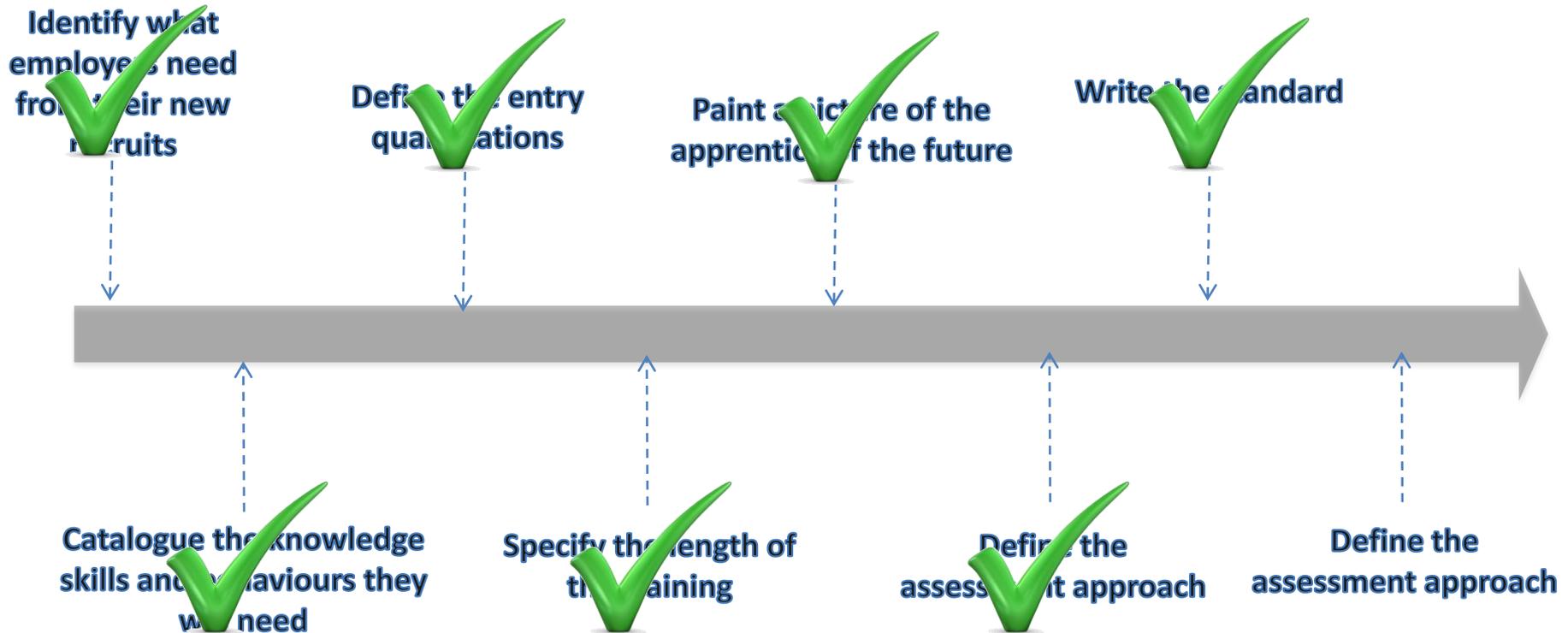


- Communicate effectively with customers
- Behave in accordance with the values of the company they work for
- Operate as an effective team member
- Constantly learn in order to improve their own performance and that of the business
- Understand how the business works from an operational perspective and demonstrate commercial awareness.

Consultation



What are the key tasks



Assessment Strategy

Kevin Johns

Guidelines

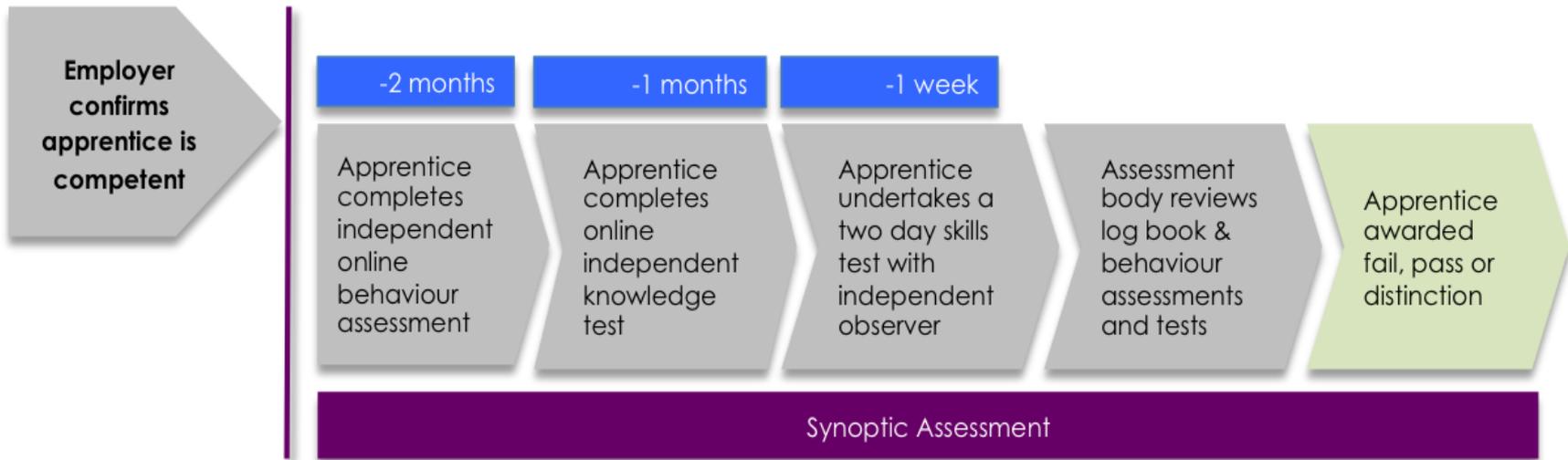
- No requirement for qualifications, except for legal requirement
- Holistic end-point assessment
- Use a range of assessment methods
- Produce consistent and reliable judgements
- Apprenticeships to be graded
- Ensure independent assessment
- Include professional body recognition (where applicable).

Assessment Strategy

Rob Hall

End Test

- Log book
- Behaviour Assessment
- Knowledge Test
- Skills Test



Independence

Knowledge test:

- Written and conducted by independent body
- Held in an independent centre

Proposed Practical skills exercises

- Written by an independent assessment body
 - Work with the manufacturers, independent garages and training providers to ensure they are relevant
- Drawn at random from a large bank of exercises
- Provided just in time for the test area to be prepared
- Recording technology used on a sample basis to monitor and record the assessment procedures
- The independent assessment organisation will make a holistic assessment of each component and 'sign off' completion.

Assessment



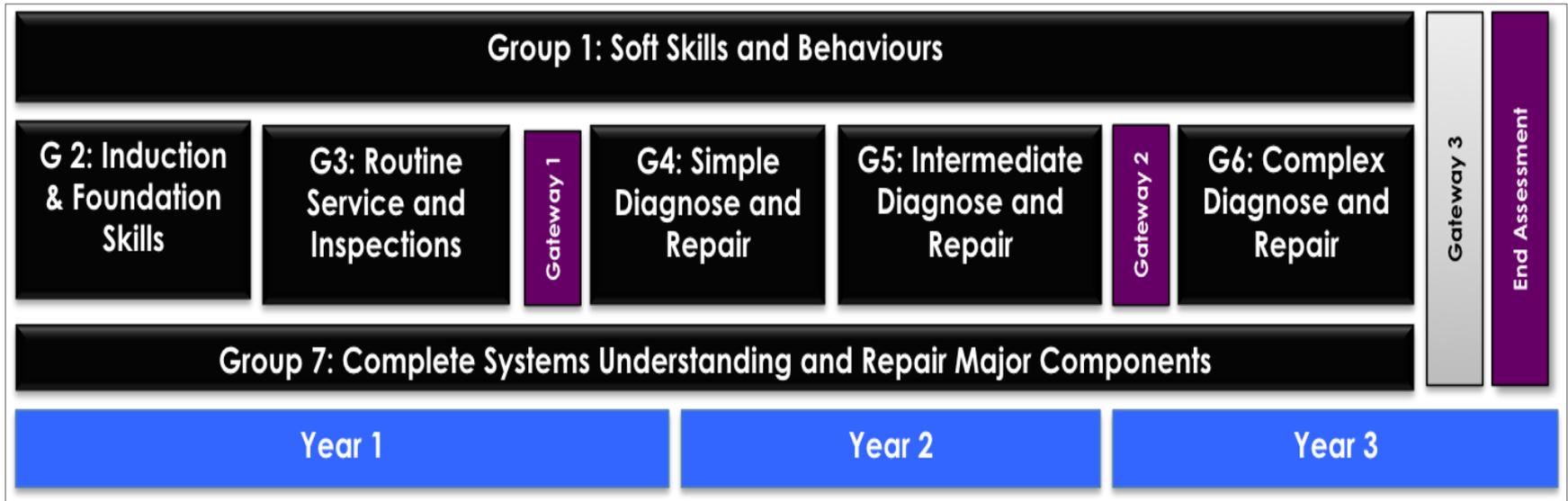
- Either
 - Third-party premises
 - Individual's place of training – tests observed by an independent technical specialist.
- The employer can select the location that suits them best
- Premises must comply to standards set by
 - Automotive Retail employer group
 - Independent assessment body.

Grading

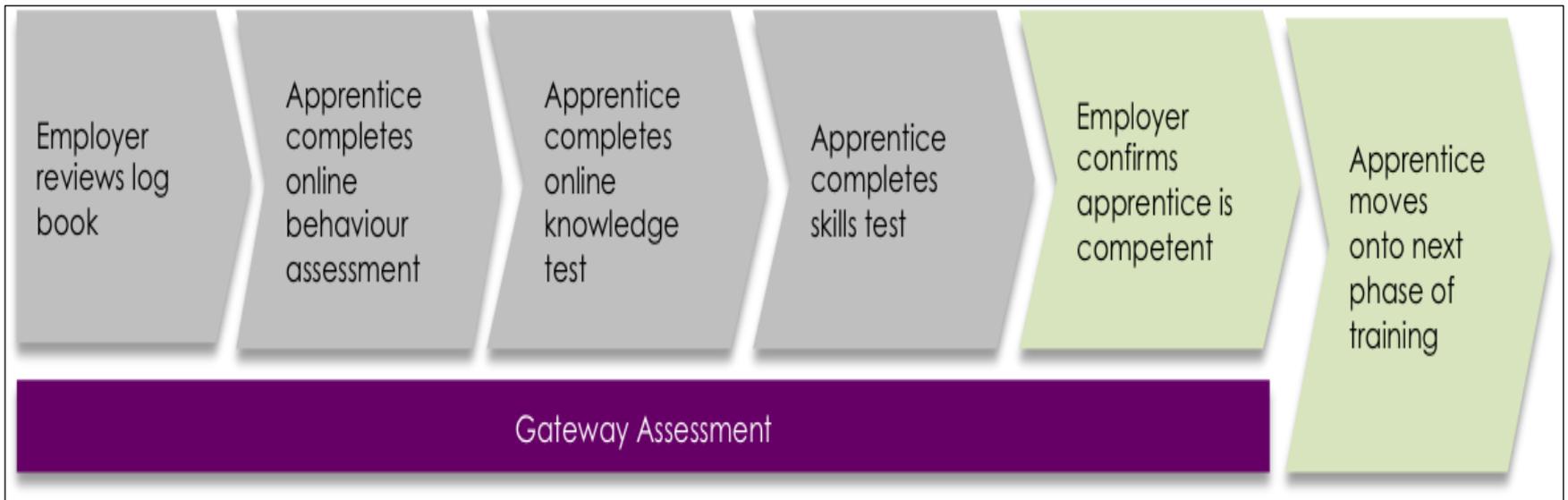
- Logbook and behaviour
- Gateway 2 knowledge test
- Synoptic knowledge test
- Skills test

Minimum pass rate in each section

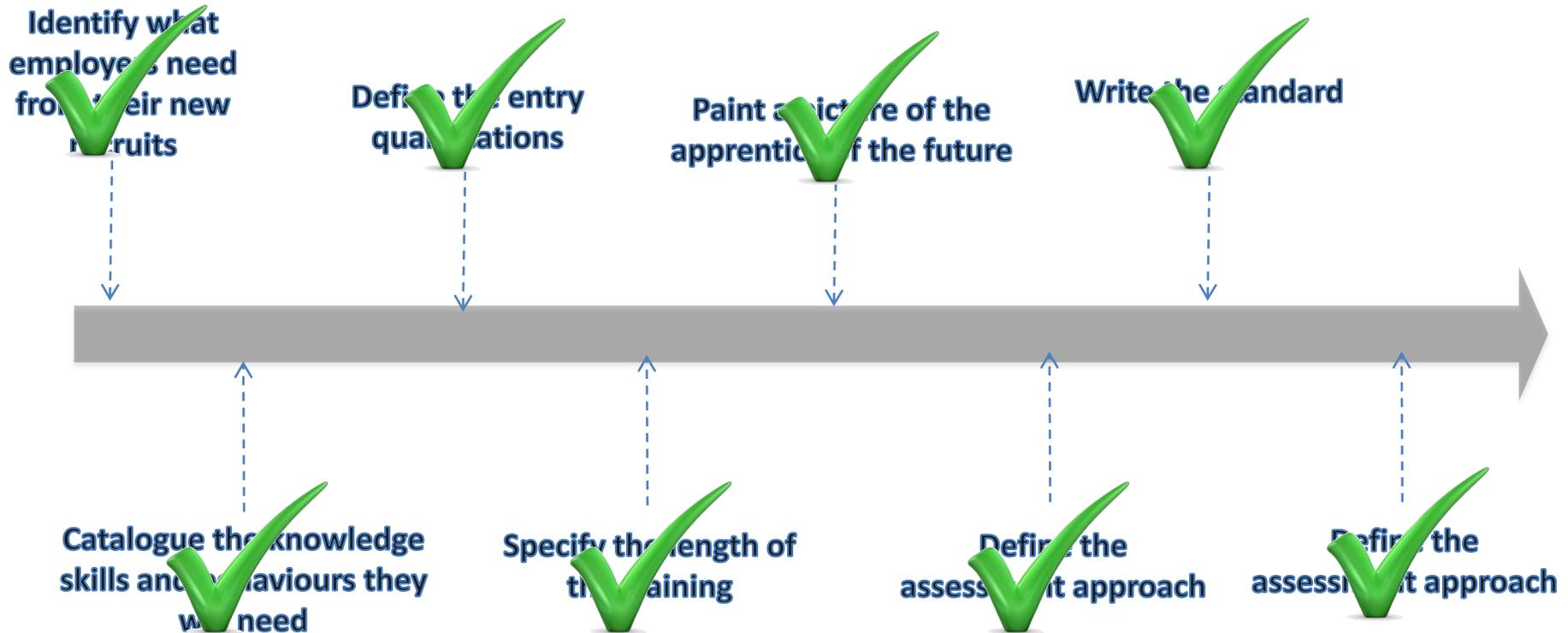
Gateways



Gateway Process



What are the key tasks





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Apprenticeship Reform

Funding Trials 2014/15 & 2015/16



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Trailblazer funding model trial 2014/15 and 2015/16

- Employers will select a lead SFA approved provider to coordinate their training and assessment delivery
- Employers will agree a price for their delivery with their chosen providers
- Providers can include many of the services they offer as part of their price
- Government will pay £2 for every £1 of this price invested by an employer up to the cap allocated for the standard
- Employer Incentive Payments are paid:
 - for 16-18 year old - 50% at 3 months and 50% at 12 months
 - For small businesses – 100% at 3 months
 - For completion - at the end of the Apprenticeship
- Employers have complete flexibility on what they use any incentive payments for



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Funding model for trailblazers

Maximum Core Government contribution (£2 for every £1 from employer)		Cap 1	Cap 2	Cap 3	Cap 4	Cap 5
		£2,000	£3,000	£6,000	£8,000	£18,000
Employer contribution if the maximum cap is claimed		£1000	£1,500	£3,000	£4,000	£9,000
Additional incentive payments	Recruiting a 16-18 year old	£600	£900	£1,800	£2,400	£5,400
	For a small business (<50)	£500	£500	£900	£1,200	£2,700
	For successful completion	£500	£500	£900	£1,200	£2,700
Maximum total Government contribution		£3,600	£4,900	£9,600	£12,800	£28,800



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Employer Routed Funding: Voucher Funding Mechanism



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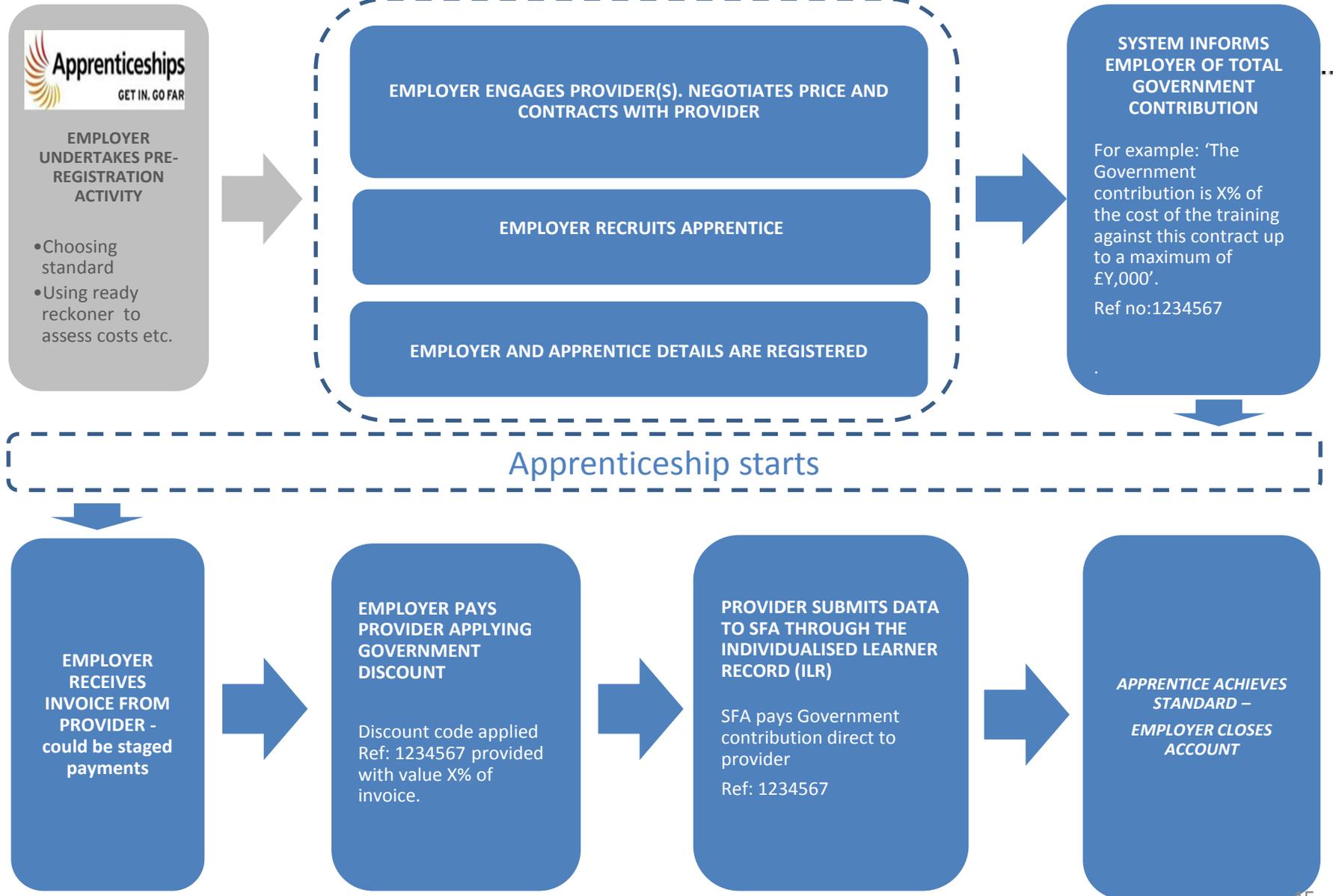
Voucher Model – Funding Mechanism not Funding Policy

Proceeding with the Digital Apprenticeship Voucher announced in March 2015

Voucher to be implemented from 2017/18 – as part of a broader end-to-end system that simplifies the employer journey:

- Enabling employers to make decisions about taking on apprentices
- Giving transparency on apprenticeship standards and their costs
- Giving employers greater purchasing power and oversight of providers available
- Clear communication of the Government contribution to the cost of taking on an apprentice

The employer journey through the new voucher mechanism



Employer Routed Funding – example web page

During Discovery, we used clickable mock ups to facilitate discussion with employers. We used a funding model based on trailblazers for illustrative purposes.



EXAMPLE WIREFRAMES

Subject to change



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Register of Apprentice Assessment Organisations

An Overview



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Introduction

- The application process for the Register of Apprentice Assessment Organisations launched on 27 March 2015.
- The Register will identify organisations that are suitable to conduct independent end-point assessment against apprenticeship standards and assessment plans developed by Trailblazers
- Organisations can only be selected by employers to undertake end-point assessment if they are on the Register.
- The Register is a trial, to support delivery of new end-point assessments and help employers select who should deliver their end-point assessment.



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How the register will assist employers

- Employers will use the Register to select an organisation to undertake end-point assessment for them. The lead training provider will then contract with the end-point assessment organisation, on behalf of the employer.
- The Register will be published on the Skills Funding Agency website at www.gov.uk/sfa. It will be updated periodically.
- We will produce a guide for employers so that the purpose of the Register is clear to them.
- Employers will determine which organisation they will select and the process for selection.



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Publication and help and support

- The Register will be published on the Skills Funding Agency website at www.gov.uk/sfa. It will be updated periodically.
- We will publish each organisation's name, contact details and other summary information taken from an application. We may share an entire application with an employer, at the employer's request.
- We may remove an organisation from the published Register if we have evidence that the organisation no longer meets the requirements of the Register.
- We have a message function within the Register of Apprentice Assessment Organisations section of the Bravo Solution portal for questions about the process. The application portal can be accessed here - <https://skillsfundingagency.bravosolution.co.uk/>
- A dedicated email address for the Register is also available at apprenticeassessment@sfa.bis.gov.uk



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Questions and Answers