

now what!—

CORVID-19 WEB FORUM
Friday 10 July 2020

Adrian Anderson, UVAC

Mandy Crawford-Lee

Rebecca Rhodes, UVAC

© UVAC 2020 Not for reproduction,
onward distribution outside UVAC
members or for commercial purposes



Webforum Protocol



You will be on mute for the duration of the webforum



Slides and webcast will be available after the session on the UVAC & CDA website



Type into the question box and we will raise them during the session – **if we can unmute you we will !**



Raise your queries, read our FAQs or share what you know on the Centre for Degree Apprenticeships [HERE](#)



A quick survey follows the webinar close and contains space for comments or questions



BOOKINGS : Final Covid-19 Forum

Friday 24 JULY 12.00pm [HERE:](#)

FIRST MONTHLY SESSION 31 July [HERE:](#)

EVENTS & CDA UPDATE

Mandy Crawford-Lee

© UVAC 2020 Not for reproduction,
onward distribution outside UVAC
members or for commercial purposes



Events

UVAC National Conference

- **Wednesday, 31 March 2021**
etc.venues Manchester
- Main Theme:

Productivity matters: how higher level vocational, technical and professional education contributes to economic recovery and success

Workshop Invitation: Ideas

- The apprenticeship lifecycle in higher education
- Next generation leadership ideas in higher and degree apprenticeships
- The future of HE in technical and professional education and skills
- Measuring and ensuring success

Abstracts to m.crawfordlee@bolton.ac.uk

UVAC Journal - *HESWBL*

Performance

- In 2019 HESWBL published 56 articles with 26,000 downloads
- In 2020 we plan to publish 60+
- HESWBL is indexed in Scopus and is currently tracking a cite score of 1.50 placing it in quartile 2 within the Education category of over 1,000 titles

AIM:

1. Increase readership: read and use
2. Increase citations: read and cite

Special Issues

- The SI guest edited by UVAC and Sheffield Hallam on Degree Apprenticeships: Delivering Quality and Social Mobility (2019) ranks number 1 in terms of the top 5 special issues by the number of articles accessed in the last 12 months (1,604 downloads), more than twice as many as the next top special issue
- *Higher and Degree Apprenticeships: Equality and Diversity Matter* (guest edited by Gilmar Queiros, University of Hertfordshire)
- *Transforming the Perception of Apprenticeships in England: Professional Careers in the Public Sector* (guest edited by Professor Darryll Bravenboer, Middlesex University and Mandy Crawford-Lee, UVAC)

Monthly Forums –for 2020

UVAC NETWORK FORUMS Monthly 1st Friday

- Friday 31 July
- Friday 4 September
- Friday 2 October
- Friday 6 November
- Friday 4 December

Focus:

- Policy look forward
- Consultations/ Response overview
- Key policy and ops changes in practice
- Hot Topics
- YOUR input :
 - Showcase for early adopters
 - Q and A

Social Work Forum Monday 13 July

REGISTER

- <https://attendee.gotowebinar.com/register/7878792869505982734>



THIS WEEK

© UVAC 2020



This Week (**see RESOURCES for annotated versions)

1. ESFA coronavirus response guidance & FAQ : 02.06
2. IfATE Corvid-19 FAQ: 01.07
3. IfATE Corvid-19 Response:
4. Updated EPA Guidance: 01.07
5. IfATE list of Agreed Flexibilities : 24.06

6. Apprenticeships in the News
7. Ofsted Autumn Inspections
8. New Nursing Associate Guidance
9. Update 08 07 20
10. Subcontracting – ESFA Response to the Subcontracting Consultation

Apprenticeships in the NEWS

- Employers will be offered cash incentives for NEW employee Apprentices:
 - £2,000 for 19-24
 - £3,000 for 16-to-18-year-olds
 - for six months, from August to January.
 - NO DETAIL – expect this shortly / next week
- Those on the ‘Kickstart’ scheme **cannot** be apprentices.
 - Kickstart covers 100% of the relevant national minimum wage by age group
 - Minimum of 25 hours a week
 - 16 to 24 who are claiming universal credit
 - Six-month work placements with employers – work ready with Job Centre coaches then 13 week employer placement.
 - Conditional on the firm proving these jobs are “new”,.
- Education select committee letter confirmed £330 M from the 2019-20 apprenticeship budget has been declared back to Treasury

Apprenticeships in the NEWS

- SoS commitment to more investment in ‘higher technical skills and qualifications’ (Social Market Foundation speech) [watch](#)
 - UK lags behind Germany with half the number of 16-65 age people with a higher technical qualification
- The speech talks about Higher Education not only FE (but focusses on the ‘forgotten 50%’) cites :
 - Foundation degree numbers by 62%
 - Part-time under graduate declined by 60%
- White Paper this autumn which will set out plans for “long-term” change in FE.
- A ‘comprehensive plan’ to change the fundamentals of England’s further education landscape, inspired by the best models from around the world.
 - Firstly, **high quality qualifications based on employer-led standards**. All apprenticeships starts will be based on those standards from August this year and we will be looking to place such standards at the heart of our whole technical education system.
 - Secondly, colleges playing a leading role in developing skills in their areas, **driving an ambitious agenda that responds to local economic need and acting as centres for businesses and their development.**

Ofsted Autumn Inspections

- **A former chief inspector for the Independent Schools Inspectorate has been appointed as Ofsted's next chair.**
- Dame Christine Ryan will replace Professor Julius Weinberg from August 1
- Phased return to inspection
 - 'Interim period' of visits during the autumn term.
 - Full inspections in January 2021
 - 'led by what is most important for learners in each remit'.
- Will publish a brief report but no grade, or a progress judgement for new providers
- Interim Period starts at the end of September 2020
 - Early September = piloting the approach before publishing short operational notes about how we will carry out the visits.
- Focus :
 - How effectively leaders are enabling provision to resume fully following an extended break in formal education, including considering remote education and safeguarding.
 - New provider monitoring visits

New provider monitoring visits

- Additional monitoring visit, covering the 3 usual themes
- For new providers that have:
 - one or more existing ‘insufficient progress’ judgements
 - that would have been due a full inspection up to and during this interim period.
- These visits will follow our established format.
- New provider monitoring visits **will not result in an overall inspection grade** for a provider:
 - progress judgement for each of the themes examined
 - publish a brief report.

Visits

- all providers with inadequate or requires improvement inspection grades
- providers that we have identified risks or concerns about
- We will also visit a sample of good and outstanding providers.

Visits will be based around a series of professional conversations with senior and middle leaders, staff and learners, with a focus on:

- the identifying the barriers that colleges and other further education and skills providers have faced and are still facing in managing the return to full education for learners
- curriculum and how it meets the reasonable needs of learners and stakeholders
- the approaches used to develop learner's knowledge and skills
- safeguarding arrangements

These visits are not 'inspections'. They will:

- not use the education inspection framework - see the operational note in September
- not result in any grade or progress judgement; we will publish a letter explaining why we visited, what we found, and the next steps leaders should take
- **not judge providers on their response to COVID-19 during the spring and summer terms 2020**
- not require any pre-written planning or other documentation for the visit; the lead HMI will make a simple phone call to discuss the logistics of the visit
- not ask providers for documents or records in a certain format; we will use what they have
- not require staff to prepare any lesson plans or examples of assessment, or to put up any displays for the visit
- not involve a general review of policies and procedures

Queries

- Re the guidance which has come out about Ofsted new provider monitoring arrangements and implications for the Register - we are a little confused as to what applies to us here. We are due a new provider visit imminently (Started provision October 2018). The new information that has come out suggests that it is primarily about scenarios of insufficient progress? So, does this apply to us, or could it be after we have had a 'normal' new provider monitoring visit?

ILR – Recording Off the job Learning

- ILR starts from August 2019 the ILR requires capture of **actual off the job hours**
- **This is a retrospective data collection :**
 - **Only applies to NEW Starts after 1 August**
 - **only be captured if learners reach gateway**
- Populate with the total amount of off-the-job training delivered over the practical period from start until the apprentice reaches gateway and include :
 - training provider, sub-contractor, employer OTJL.
 - **does not** include English and maths up to and including level 2.
- Rounded to the nearest whole hour
- Populated **once** after the actual learning end date field is populated, and **before** the end point assessment period is entered.
- ESFA will use the planned hours and the actual hours information to:
 - monitor delivery of the off-the-job training, checking that what is planned is in fact delivered
 - The figure entered must correlate with the evidence you hold in the evidence pack

ILR - Recording Redundancies

- *'We [] want to ensure that where apprentices are made redundant or are at risk of redundancy, we are providing them with the advice, guidance and support they need to secure new employment and, wherever possible, complete their apprenticeship.'*
- *To help achieve this and to understand the impact of redundancies on apprentices and providers, **we want to improve our data capture and have identified the employment status fields on the ILR as an immediate priority.** We are aware that recent redundancy announcements include apprentices, and we need to ensure that ILR data provides an accurate reflection of the current situation.*
- **Complete the employment status fields of the ILR**
- **This can be updated retrospectively, but should be completed as soon as possible when a redundancy scenario occurs.**
- <http://feconnect.education.gov.uk/forums/topic/message-for-apprenticeship-training-providers-ilr-data/>

Update 08 07 20

Recording a change of employer on the apprenticeship service

- New function into the apprenticeship service that streamlines the process of recording a change of employer.
- An apprentice can now move from a former employer to a new employer during their apprenticeship training without the need to create a new funding reservation or add a new record to the service. To do so:
 1. The former employer stops the record in the service, dated the last day the of the apprentice's employment with them.
 2. The new employer grants the training provider permission to "Create a cohort" in the Provider Permissions section of their employer account
 3. The training provider sends a request from the Manage Apprentices section of their provider account, to the new employer requesting the apprentice moves to them.
 4. The new employer checks the details of the apprenticeship and approves the request.
- This will avoid issues where the original apprenticeship course is no longer available.
- For employers that do not a pay the apprenticeship levy, accepting the move of an apprentice will not impact the new employer's reserved funding.

Update 08 07 20

Information: subcontracting declarations – new window opening

- Latest declaration through [Manage your education skills funding \(MYESF\)](#)
- **DEADLINE ahead of Wednesday 15 July 2020.**
 - 1 April 2019 to 31 March 2020
 - YOU MUST MAKE A NIL RETURN
- Next collection of subcontractor declarations LIVE on Wednesday 15 July 2020

Nursing associate apprenticeship standard guidance

- The [new guidance is available online](#).
- This standard requires a minimum of 460 hours to be spent in external practice placements.
 - Up to £2,500 of the total negotiated price may be spent on eligible clinical placement costs.
 - The £2,500 is **not** an employer 'rebate' and it is not expected that £2,500 will always be needed to support this activity for every learner, this is a maximum amount and must only be used on approved eligible costs.

Queries

- Placements and subcontracting
- We currently do not have any ESFA subcontracts in place - no money changes hands and technically employers are "hosting" placements, with our staff and practice assessors - although I suspect there is an inevitability of some form of training here. We operate a circuit involving Trusts and GP practices but I believe pretty much all have apprentices on programme. Reading between the lines of the HASO clarification on the guidance, if any are employers, this looks like they may also be required to be on the Register and subcontracting agreements in place?
- Eligibility and negotiating a price - It appears this could have a practical impact for the negotiated price for new apprentice or at least a debate on how this money is accounted for but wondered what your thoughts are?

SUBCONTRACTING – ESFA

CONSULTATION RESPONSE

© UVAC 2020

UVAC
UNIVERSITY VOCATIONAL AWARDS COUNCIL



Subcontracting – 10 University Responses

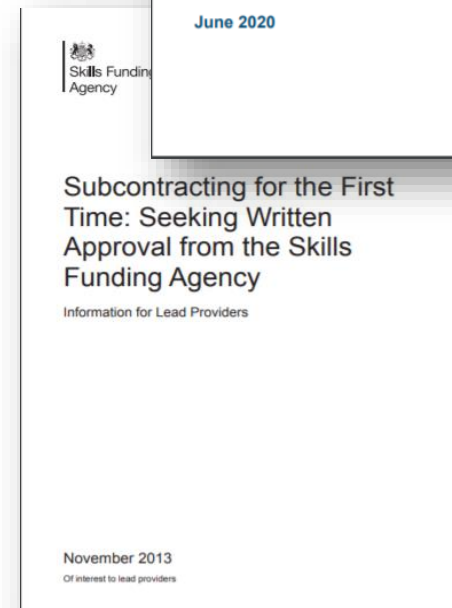
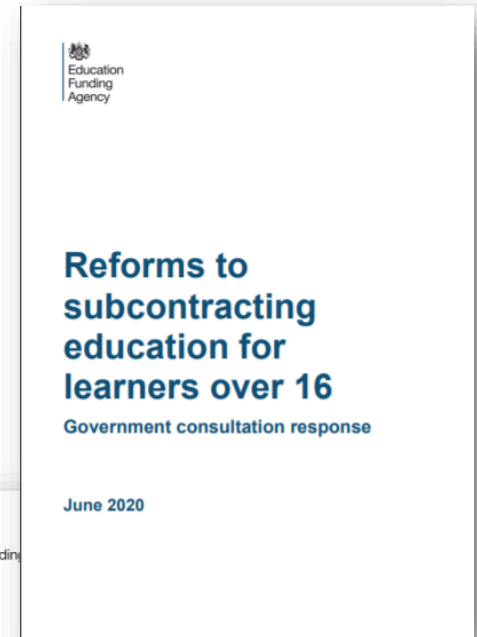
ISSUES :

- Data, currently, is not accurate or timely.
- Declaration plans do not match what is delivered and reported in the ILR.

RESPONSE:

- Introduction of a Standard (Proposal 9).
- Failure to meet the Standard when fully implemented will trigger intervention action with the lead.
- Better Governance oversight and curriculum planning and richer and more timely data.
- ESFA / Ofsted's expect to identify concerns earlier
- **Until the Standard is fully implemented, we will rely on the funding rules and Grant Funding Agreements and Contracts to implement changes.**
- **Providers are asked to review their existing subcontracting activity and take steps to reduce that activity across the next 3 years to 2022/23**
- **Cap on the volume of subcontracting to be established during 2020/2021 with timescales for a staged reduction**

© UVAC 2020



General

DEFINITION :

- any delivery to a learner's programme of learning by a third party
- delivered by someone or an organisation **not directly under the control of the lead provider**

INTERIM WORK :

- Develop the Standard through 2020/21, it will be trialled in 2021/22 and in 2022/23 it will be implemented in full and externally validated by audit firms
- While we work these changes through, we will also be undertaking a number of activities in support of reform in this area, including: strengthening the clauses in our contracts and grant funding agreements;
- **we will work with a group of providers to test the practical implications** of introducing our reforms to ensure that we get them right.
- **Later in this calendar year we will publish an update on the progress we have made** : on the development of the Standard
- where relevant about how providers can make cases to us for any exceptions set out above.

BEWARE BROKERS :

- where a third-party match, for a fee, a provider with an unused allocation with a provider that can secure enrolments of learners to utilise it - use of brokers with ESFA funds **a serious breach of the funding agreement.**

DOES NOT APPLY / APPLIES ALREADY

- **Proposal 4** Require prior agreement from ESFA before entering into whole programme subcontracting arrangements
 - **Apprenticeship delivery already has constraints on whole programme subcontracting, and those requirements will remain unchanged**
- **Proposal 6** To require a direct contractual relationship between a lead provider and a third-party providing specialist input
- **Proposal 8:** To publish information about funding retained for all subcontracted provision, and for ESFA to also publish this information annually
 - **ESFA will extend the requirement for providers to publish information about fees and charges retained to include 16-18 provision in 2021/22.**
 - **We will expect providers to set out the full range of fees retained and charges that they apply including:**

SUMMARY – Timetable and Impact

Proposal	IMPACT From	LIVE From	RAG
Proposal 1: a reason for subcontracting that is approved by the Governors or Board, must be published on the lead's website	IMMEDIATE You must publish your rationale by 31st October 2020	2020/2021	RED
Proposal 2: To introduce stronger criteria including prior approval for distance subcontracting	2020/2021 AY You will need to review your policy and practice where this applies to you when the draft document is available	2021/2022	AMBER
Proposal 3: Introduce volume controls on the value of provision that can be subcontracted	IMMEDIATE Produce a plan during the 2020 Autumn term setting out how to achieve a reduction across this period or to evidence your 'challenge if your subcontracting is <10% of the total ESFA funding	2022/2023	RED
Proposal 5 To introduce volume controls on the value of ESFA funds that can be held by a subcontractor	IMMEDIATE IF you OR any of your subcontractors has a total of subcontracts valued at >£3M	2020/2021	RED
Proposal 7: To introduce one set of funding rules for subcontracting	2020/2021 AY You will need to review your policy and practice when the draft document is available	2021/2022	GREEN
Proposal 9: to introduce an externally assessed standard for management of subcontracting	IMMEDIATE You will need to review your policy and practice when the draft criteria are available. Get involved in the consultation and the testing	Non validated 2021/ 2022 Externally validated 2022/2023	RED

Proposal 1 : a reason for subcontracting that is approved by the Governors or Board, must be published on the lead's website

- **Introduce from 2020/21**

- Boards and Trusts to discuss their plans and rationale for subcontracting and be satisfied that it fits with the overall objectives and curriculum strategy
- **Not prescriptive on HOW but may ask for evidence**
- it must be to **be easy to navigate** to from the front page of the organisation's education and training web pages
- will require this rationale to be reviewed and discussed annually and publication refreshed prior to the start of each academic year.

ACTION:

- **You must publish by 31st October 2020.**
- Create and store evidence of discussion and agreement (Minutes, etc)
- Plan and schedule how and when this will be reviewed – **by Next July 2021**

Proposal 2 To introduce stronger criteria including prior approval for distance subcontracting

Introduce from 2021/2022- TBC

- All provision delivered at a distance will be a focus of the audit process and the Standard for the management of subcontracting (proposal 9).
- Providers will be required to demonstrate that their level of management and oversight is proactive, well thought through and not compromised by distance considerations.
- providers will be expected to hold auditable evidence of :
 - staff who are accountable for oversight,
 - visits made to the site of delivery
 - the checks and activities undertaken during the visits,
 - demonstrate the reporting arrangements to senior management and governors.
- frequency of quality assurance visits to be lower where the provision is at a distance

ACTION :

- Look out for further detail on the prior approval process and transition in the Autumn update.
- **GET READY** - see the likely requirements (left) and review policy, process and practice

Proposal 3 Introduce volume controls on the value of provision that can be subcontracted

Introduce from 2022 but action now

- A cap on the volume of subcontracting will be developed
- 2020/2021 will establish the right threshold for that cap and timescales for a staged reduction.
- The ESFA will undertake a random sampling exercise of plans early in the 2021 calendar year.
- In constructing the plan, review existing (2019/20) subcontracted activity and assess the extent to which that provision is in line with their published rationale
- If provision is less than 10% of your ESFA funds, your plan needs to 'challenge your self against your rationale'

ACTION

- Review current levels of subcontracted activity (2019/20) and to take steps to reduce the overall volume over the next 3 years through to 2022/23 (if you subcontract over 10% of ESFA £)
- Where provision does not meet the intent (proposal 1) 'withdraw at pace'
- **Produce a plan during the 2020 Autumn term setting out how to achieve a reduction across this period or to evidence your 'challenge' – see <10% point**
- Schedule an Annual Review

Proposal 5 To introduce volume controls on the value of ESFA funds that can be held by a subcontractor

Introduce 2020/2021

ESFA to monitor the volume/value of aggregate provision held by a single subcontractor

- Above £3m refer to Ofsted for inspection.
- May reduce the value/volume
- Will monitor large subcontractors are monitored
- Share information with Ofsted.
 - Likely to mean more inspection, via their main provider

ACTION

- Check your total £ AND your % of funded provision
- Where the 3 M or where you are over 10% of ESFA funded provision apply Proposal 3

Proposal 7: To introduce one set of funding rules for subcontracting

Introduce 2021/2022

- 2021/22 we will publish a single subcontracting reference guide
- Will contain the rules that apply across all provision types,
- annexes by funding stream where particular rules apply.

ACTION :

- Read the rules and the specialist guide when the draft emerges
- Prepare for a review of policy and practice during this year in response to the draft

Proposal 9: to introduce an externally assessed standard for management of subcontracting – a de facto ‘licence to practice’

INTRODUCED 2021/ 2022 -

- A subcontracting Standard for provider subcontracting across all funding streams, together with guidance, as well as the related assurance requirements and guidance, ready for the 2021/22 academic year.
- In consultation with providers and independent review organisations (e.g. accountancy firms).
- Use the standard without external validation in 2021/22 to refine and test **it and then operate an externally validated standard in 2022/23.**

© UVAC 2020

ACTION

- **Get ready :**
- Use the suggested headings to instigate your own audit and review
- Work with your external auditor on a review
- **Get involved in the consultation**

What we know so far:

- The Standard will be separate Ofsted's Education Inspection Framework
- Focus ON :oversight and management of public funds and ensuring that these are used to best effect to maximise the value of those funds to benefit the learner:
 - Will set out a clear contract management framework for providers and independent review organisations to follow
 - Will ensure that the ESFA receives assurance as to whether subcontracted provision complies with the ESFA's requirements
 - Ensure that there is a clear and consistent approach for the (contract) management of subcontractors by lead providers
 - Ensure that there are robust assurance review arrangements.

What we know so far:

The Standard could include :

- Planning & Governance: Preparing for contract management and providing oversight
- People: Ensuring the right people are in place to carry out the contract management activities.
- Administration: Managing the physical contract and the timetable for making key decisions.
- Managing Relationships: Developing strong internal and external relationships that facilitate delivery.
- Managing Performance: ensuring the service is provided in line with the contract, including obtaining assurance of sub-contract compliance with relevant ESFA funding rules.
- Payment and incentives: Ensuring payments are made to the supplier in line with the contract. • Risk: Understanding and managing contractual and supplier risk.
- Contract development: Effective handling of changes to the contract; and
- Provider Development: Improving provider performance and capability i.e. Continuous Improvement and value for money.
- This will help mitigate the risk of: • Inadequate (contract) management of subcontractors. • Non-compliance with ESFA funding rules by subcontractors; and • Fraudulent and incorrect funding claims.

Q & A

- We currently do not have any ESFA subcontracts in place - no money changes hands and technically employers are "hosting" placements, with our staff and practice assessors - although I suspect there is an inevitability of some form of training here. We operate a circuit involving Trusts and GP practices but I believe pretty much all have apprentices on programme. Reading between the lines of the HASO clarification on the guidance, if any are employers, this looks like they may also be required to be on the Register and subcontracting agreements in place?

POLICY UPDATE

Mandy Crawford-Lee

© UVAC 2020 Not for reproduction,
onward distribution outside UVAC
members or for commercial purposes



RESOURCES

© UVAC 2020



Resources from Today's Session

1. [IfATE Corvid-19 FAQ: 01.07](#)
2. [Updated EPA Guidance: 01.07](#)
3. [Apprenticeships in the News :](#)
4. [Ofsted Autumn Inspections](#)
5. [New Nursing Associate Guidance](#)
6. Update [08 07 20](#)
7. [ESFA Subcontracting Consultation Response](#)

Further Information



- Listen to the 10 July Forum Webcast: [HERE](#)
- July 24 Forum 12.00 Register [HERE](#)
- July 31 Monthly Forum 12.00 Register [HERE](#)



- Queries: email me r.rhodes@Bolton.ac.uk or post
- [questions on the COVID-19 Forum Page](#)



- [ESFA COVID Response for apprenticeships](#)
- [IFATE Response for end-point assessment :](#)
enquiries.ifa@education.gov.uk
(title in the subject box: EPA_Covid 19 plus your org name)
- DfE coronavirus helpline – Telephone 0800 046 8687