

Digital Skills Newsletter - 30

Keep-in-Touch

Apprenticeship Standards - Update

Current offer

The following Standards form part of the Digital and IT Sector portfolio. Some are original Standards that may or may not be in review and the latest revised or new apprenticeships.

- Information Communication Technician (New in May 2021)
- Digital Marketer (Original in revision)
- IT Technical Salesperson (Original)
- Network Engineer (2021)
- Software Developer (2021)
- Data Analyst (2021)
- Digital Support Technician (Original in revision)

The Digital Support Technician revised product will be published in the next week or so, now it has been signed off by the Minister. It has been set at Funding Band 16 (£13,000) and once published the original version will be kept open for 6 weeks, at which point it will be removed from the ILR.

As always, we will keep the product open until the last apprentice that started on the original Standard has gone through their EPA.

Legacy Standards – still open for EPA

While the Standards below (created in 2016 to 2018) have closed on the ILR, we recognise that several providers will still have apprentices on programme. City & Guilds will not close these products until there are no more EPA bookings for them.

- Infrastructure Technician
- Unified Communications Technician
- Cyber Security Technologist
- Network Engineer (Original)
- Software Developer (Original)

Being developed or proposed for development

Cyber Security Technologist (2021) is back on track with the development and we are looking to have this published for use by the end of July 2022. We are now on the IfATE register as an EPAO, but there some of the delay in opening should Ofqual query our final work.

- Cyber Security Technologist (2021)
- Data Technician
- *Software Development Technician (2022)*
- *Cyber Security Technician*
- *Digital Support Technician (2022)*
- *“Marketing” (2023)*

The items in italics are our proposal for our development pipeline and subject to usual internal business case arguments. Digital Support Technician and “Marketing” will take priority as these are replacements for existing product offers.

[In this Issue](#)

- [Apprenticeship Standards](#)
 - [Key external links](#)
 - [VRQ / WBQ](#)
 - [VRQ/WBQ development proposed](#)
 - [Vendor alike units](#)
 - [Other news](#)
 - [Cisco – The Open Dream Team](#)
 - [Updates and webinars](#)
-

Apprenticeship training manuals (ATMs)

Don't forget that the Apprentice Training Manuals for Network Engineer and Data Analyst are now available:

Title: Level 4 Data Analyst Apprenticeship Training Manual

Product Code: SS049770

Price: £350 + VAT annual subscription

Title: Level 4 Network Engineer Apprenticeship Training Manual

Product Code: SS049601

Price: £350 + VAT annual subscription

Two more will be published over the next few months, with Cyber Technologist in development.

- Level 3 Information Communications Technician
 - Delay due to illness of consultant, planned for 7 July 2022
- Level 4 Software Developer
 - Due for publication 29 July 2022

Digital Marketer review

Thank you to those providers and employers who have already reached out to offer to join the Employer Group, we have passed on your details to the Co-Chairs.

This will be our last call for providers to get their employers involved to help influence:

- Help determine the final Outcomes (Knowledge, Skills, and Behaviours)
- Be part of the Assessment Plan development
 - Assessment methods (what and how many - avoid – exam tests (M/C))
 - Pass and Distinction criteria
- Need Digital Marketer oriented people on the Group

There was a consultation for the revision and the Co-chairs are reviewing the feedback, the final decision to progress needs to be made by 17 July 2022. Then work can begin on the assessment methods with a final deadline for this Standard to be presented to IfATE for approval is September 2022, which will require the Group to have the KSBs finalised, an Assessment Plan and the costs for both providers and EPAOs. We will look to input on the costs and hope to have at least one of our providers involved as well – bearing in mind the difference in funding of the products being replaced.

Ofqual taking over as EQA

As you will be aware, End-point Assessment Organisations (EPAOs) are monitored and audited by an External Quality Assurer. Currently, our EQA the National Skills Academy for Rail (NSAR) and we have been pleased to work with them and have their support to help you, as well as provide guidance when apprentices find themselves in employment where some parts of the Standards have been difficult to do as a natural part of their job.

All digital Standards will be transferred to Ofqual toward the end of the year and they will have responsibility for EQA of this sector and many others. This will provide various challenges:

- EPAOs will have to become Ofqual registered Awarding Organisations – City & Guilds has held this status for many years.
- All EPA offerings by EPAOs will need to have a Qualification Number and this will mean the process of development will go through scrutiny that we have not faced to date.
- The leeway, support and guidance may not be there unless Ofqual recruit enough people and this could also see delays where training providers need advice or dispensation due to unforeseen circumstances.

While the main change will affect the EPAOs, it is the ability for you to be able to contact a named person and get resolutions that we are concerned about – as only the EQA body or IfATE can allow us to accept or do something that is not specifically stated in the Assessment Plan.

To find out about Ofqual's approach to EQA, please take sometime to read this:

Approach to EQA: <https://www.gov.uk/government/publications/apprenticeship-end-point-assessments-a-guide-for-employers>

VRQ / WBQ qualifications published

Vocational Related Qualifications offer

- 7276-11 Level 1 ICT Systems Support - PC Maintenance
- 7540-12 Level 2 ICT Systems & Principles / ICT System Support
- 7540-13 Level 3 ICT Systems & Principles / ICT System Support
- 7630-04 Level 4 ICT Systems & Principles
- 3668-02 Level 2 Communications Cabling
- 3668-03 Level 3 Communications Cabling
- 3667-03 Level 3 Designing and Planning Communications Networks

Vocational Related Qualifications tested by M/C exam offer

Infrastructure Technician (9628)

- Certificate in Networking & Architecture
- Award in Mobile & Operating Systems
- Award in Cloud Services
- Award in Coding & Logic
- Award in Business Processes

Digital Marketer (9628)

- Award in the Principles of Coding
- Certificate in the Principles of Online & Offline Marketing
- Certificate in Digital Marketing Business Principles

Cyber Security (3660)

- Certificate in Cyber Security Introduction
- Certificate in Network & Digital Communications Theory
- Award in Security Case Development & Design Good Practice
- Award in Security Technology Building Blocks
- Certificate in Employment of Cryptography
- Award in Risk Assessment in Cyber Security
- Certificate in Governance, Law, Regulation & Standards in Cyber Security

Network Engineer (9628)

- Diploma in Network Principles
- Diploma in Network Systems & Architecture
- Diploma in Network Security

Software Developer (9628)

- Diploma in Software Development Methodologies
- Diploma in Software Language

Work Base Qualification offer (do not have to be delivered in the workplace)

- 4520-02 Level 2 ICT Professional Competence
- 4520-03 Level 3 ICT Professional Competence
- 4520-04 Level 4 ICT Professional Competence

Hybrid

- 4249-01 Entry Level 3 Award and Certificate for IT Users (Start IT – iTQ)
- 7574-01 Level 1 IT users (iTQ)
- 7574-02 Level 1 IT users (iTQ)
- 7574-03 Level 1 IT users (iTQ)
- 7513-03 Social Media for Business
- 7513-30 Level 3 Digital Marketing
- 7513-40 Level 3 Digital Marketing

Proposed development work for VRQs and WBQs

To maintain our products availability across SASW (Wales Apprenticeship Frameworks) that are now occupational focused, City & Guilds will look to provide pathway certification with in the 7540 and 4520 products. The proposed titles are liable to be:

- Data Analytics
- Digital Telecoms
- IT Infrastructure
- Information Security
- IT Solutions Development & Support
- Digital Content Management

These also fall in line with the Apprenticeship Standards in England, where the Government is proposing Occupational Technical Qualifications (OTQs) to be developed against the Level 3 products. Where an OTQs overlap with a T-Level then we – or other Awarding Bodies equivalents – will not be able to be offered into the 16-19 market but all will be available for 19+.

Vendor Alike units

We have talked often about these units within our qualifications (7540 and 4520), that allow our providers to offer vendor learning and certification under the funded programme rather than doing them as add-ons or additional learning. While these products were originally designed with Cisco, CompTIA and Microsoft, City & Guilds has seen that many of these units could be used with other Vendors – AWS, Juniper, Huawei among many others.

If you are unfamiliar with what these units are, here is the current list:

CompTIA (other vendors as appropriate)

- Practical fundamentals of ICT
- Fundamentals of IT technology
- Principles and concepts of Cloud computing
- ICT fundamentals
- Fundamentals of Linux based operating systems
- Implementing and maintaining Cloud technologies & infrastructure
- Configure and manage Linux based operating systems
- Implement and manage a network
- Securing ICT systems and networks
- Install and configure a server
- Implement and manage a mobile computing environment
- Developing security for mobile apps on iOS
- Developing security for mobile apps on Android

Microsoft (other software vendors were appropriate)

- Fundamentals of Windows based server administration
- Fundamentals of Database administration
- Fundamentals of Windows based operating systems
- Software development fundamentals
- Gaming development fundamentals
- HTML5 application development fundamentals
- Software testing fundamentals
- Networking fundamentals
- IT security fundamentals
- Windows development fundamentals
- Web development fundamentals
- .NET fundamentals
- Mobile development fundamentals
- Administering server databases
- Administering a Windows based server
- Configuring advanced Windows server services
- Configuring Windows based systems
- Installing and configuring Windows based servers
- Programming in HTML5 with JavaScript and CSS3
- Implementing a Windows based data warehouse
- Managing a Windows based system
- Designing and implementing a Windows desktop infrastructure
- Implementing Windows Desktop application environments
- Supporting Microsoft Exchange Server solutions
- Designing and implementing a Windows server infrastructure

Cisco (Juniper, Huawei, and others)

- Introduction to networks
- Routing and switching essentials
- Scaling networks
- Connecting networks
- ICT fundamentals

Publications to support the changes and provide programme suggestions

We recognise that the changes to Walled Garden may be causing some panic with certain units being removed from 7540, 7630 and 4520 – in the main this seems to be the programming units. To help you select the replacement unit, we have published a mapping document showing the new units that have been added and how they map to those that have been removed.

Also, we have produced **IT Professional Programmes with Impact** that shows how these products can be used for a variety of ICT/Digital Professional courses, such:

- Games Development
- Software/Application Development
- Network Engineer
- Cyber/Information Security
- Infrastructure support

The document shows programmes from Level 2 to Level 4 (as appropriate) and includes how some could be developed using the Vendor Alike units to allow for use of learning and assessment from Microsoft, Cisco, CompTIA, etc.

These documents can be found under **Centre Documents**:

<https://www.cityandguilds.com/qualifications-and-apprenticeships/it/it-professional/7540-ict-systems-and-principles#tab=documents>

Award in Digital Skills in Construction

As part of our work in supporting other industries, we have recently been working with CITB to produce a qualification for the new Level Apprenticeship Framework in Construction for Wales. The product needed to cover the skills that CITB felt are required to understand the use of digital technology in the industry and relevant to their job role – not just use of office products!

It was felt that they also needed to understand how digital technology could improve their working or have benefits to make certain aspects more efficient.

While the qualification is based on the Improving Productivity unit from the IT User suite at Level 2, we have developed a guidance document to show where and how evidence can be gathered to meet the Outcomes and Assessment Criteria. The evidence can come from the classroom or the work place, allows for use of virtual tools and learning such as the CONVERT programmes from Swansea University and will help develop understanding and best practice in the use of digital technology in the construction environment.

Our intention is to use this as a product that can be provided to other industries, with suitable guidance for each in a similar manner to the one already created.

Watch this space for more details.

Other news

ESFA Funding

It is that time of year where ESFA produce their low/no registration lists and other drivers to remove funding in **ENGLAND** from some qualifications. This will affect all industries, but the specific ones in digital are:

- Level 2 7540 IT Systems & Principles / IT Systems Support for **16-19**
- Level 2 4520 ICT Professional Competence for **19+** and **16-19**
- Level 3 7513 Social Media for Business for **16-19**

We will not be closing these products, they will remain available and attracting funding in Wales and Northern Ireland – where they still sit within apprenticeship frameworks. Also, there is potential for them to be added to Mayoral Combined Authority or Greater London Assembly lists for their funding pots. Of course, other funding may be available or they could be used for full cost recovery programmes.

Adult Education Budget funding rules

ESFA have published the 2022-23 Draft AEB Funding Rules. we will cover any changes to the rules and an overview of the contents in the first summer term Funding and Policy Update webinar in May.

For those of you interested in the details, the document can be found here:

<https://www.gov.uk/government/publications/adult-education-budget-aeb-funding-rules-2022-to-2023>

T Level Funding Guidance

ESFA have also published the T Level Funding Guidance for 2022-23, we will cover any changes to the rules and an overview of the contents in the first summer term Funding and Policy Update webinar in May.

The document can be found here - <https://www.gov.uk/government/publications/t-level-funding>

Post 16 Skills Bill is now in legislation

The bill passed through parliament to become legislation last week. Here is a summary of the key points but expect to hear more in the coming months.

- a) Increased the number “mandatory encounters” that school pupils have with technical education and training providers.
- b) Delays the defunding of level 3 qualifications that overlap with T Levels by one year
- c) Gives the Secretary of State (SoS) legal powers to designate and remove designation of employer representative bodies (ERB’s) responsible for developing Local Skills Improvement Plans (LSIPs).
- d) Gives the SoS legal powers to introduce “statutory guidance” to tell ERBs who they should consult with and what should go in to their LSIP’s
- e) Introduces new duties on college governing bodies to review and publish how their education and training offer is meeting local skills needs (linked to LSIP’s)
- f) Gives the SoS legal powers to intervene where colleges and providers are not meeting the local skills needs (potential to remove funding)
- g) Gives the SoS legal powers to introduce an official list of approved post-16 training providers, along with new conditions for registration and restricting access to funding to providers on that list (also for charging a fee for providers to enter that list!)
- h) Puts the Lifelong Loan Entitlement on a statutory footing to provide loans with four years of post-18 education for modular and full qualifications at levels 4 to 6, this is set to come on stream in 2025, currently at consultation stage – City & Guilds has responded to this
- i) Gives the Institute for Apprenticeships and Technical Education powers to approve and withdraw approval for technical qualifications, and to charge awarding bodies for qualification approval (IfATE have already been instructed to develop a fee and charging regime).

Employer incentives for Traineeships

The £1000 incentive, which can be claimed by an employer for a traineeship work experience placement, is finishing on 31st July 2022.

Providers must include the claim in their final RO14 ILR return to enable the ESFA to verify employer claims.

Employers can make this claim on the following link -

<https://form.education.gov.uk/service/traineeship-employer-incentive-registration>

AEB Procurement 2022-23 - Liverpool

LCRCA has announced the winning providers for their new round of AEB funding contracts, starting in August 22. Are you one of these or did you lose the contract and thinking of sub-contracting? The list of winners and losers is below. Those highlighted in green had contracts with LRCA in 2021-22 and have kept them. Those without highlights are new contracts

Winners	Losers
1. Vocational Skills Solutions Limited	1. Antrec Limited
2. Realise Learning and Employment Limited	2. B-Skill Ltd
3. The Growth Company Limited	3. Mode Training Ltd
4. Genesis Training Group	4. Reaseheath College
5. Crosby Management Training Ltd	5. Seetec Business Technology Centre Ltd
6. Innovative Alliance Ltd	6. South West Regional Assessment Centre
7. Back 2 Work Complete Training	7. Sysco Business Skills Academy
8. NetCom Training Ltd	8. Three Dimensional Training
9. PeoplePlus Group Ltd	9. Warrington & Vale Royal College
10. Total Training Provision Ltd	10. West Lancashire College
11. Northwest Education & Training Ltd	11. Workers Educational Association
12. Aspire Education Academy Ltd	
13. The Learning Foundry	
14. Women's Technology Training Limited	
15. St Helens Chamber	
16. Waltham International College Ltd	

Announcement

It is with some regret that Ken Gaines is leaving City & Guilds on 30 June 2022. It has been a great 14 and a bit years, you have made it worthwhile and the results we have been seeing from our apprenticeships and qualifications are a testament to the hard work our training providers put in. You have listened to our advice and guidance, you have challenged us when required and you have provided examples of good practice that we have been able to feed into our events and webinars.

I am leaving by choice, though will probably still do some work in this area on a consulting basis, just not full time. Thank you for all the kind messages and I know David and the new TA will look after you. If you are interested in the role or know someone who might be then here is how to apply:

https://apply.careers.cityandguildsgroup.com/vacancies.html#filter=p_web_site_id%3D4471%26p_published_to%3DWWW%26p_language%3DDEFAULT%26p_direct%3DY%26p_format%3DMOBILE%26p_include_exclude_from_list%3DN%26p_search%3D

Updates and webinars – and more

All our webinars have been recorded and newsletter published, visit our Updates and Webinars page. <http://bit.ly/CGDigitalUpdate> Please check out the information held there as this may answer many of the questions you have.

Next Digital and IT Skills Keep-in-Touch webinars

August 2022 (09.30 – 10.30)

To be Announced

If you have any specific topics, you would like discussed at these events, please forward your suggestions to:

David Wackett

david.wackett@cityandguilds.com