

## Chair's Report: 27<sup>th</sup> November 2017

### SAAB Consultation on Apprenticeships

This Consultation, which includes questions on the overarching principles, content and design, delivery, quality assurance and additional questions on employer and apprentice roles and responsibilities, is now open. A WBLG response will be discussed at the 1<sup>st</sup> December Group meeting. Please bring a copy to the meeting

[www.skillsdevelopmentscotland.co.uk/media/43946/saab-policy-document.pdf](http://www.skillsdevelopmentscotland.co.uk/media/43946/saab-policy-document.pdf)

### FIPS

Pamela Lockheart with three of her team came to the 3<sup>rd</sup> November meeting of the WBLG to talk about improvements and Reports FIPS can give. This was received positively on both sides, with a couple of members with particular issue going back to her direct.

Key messages included:

Having correct contact details, not making any claims until the start is validated, a claim must be validated/confirmed before the next claim is made whether it is a single or multiple claim, claims should NOT be made before a candidate is registered for the MA and the Awarding Body, and the fact that an employer can confirm a claim has been met after 15 days if the trainee has not responded.

The validation process is:

Start - SMS / E-mail sent when start is approved

Reminder sent to MA on day 15 if no response is received.

Employer is also sent a message on day 15.

Employer can respond on behalf of MA at this point

If no response is received, the final reminder sent to the MA on day 25, advising that they have 5 days left to reply.

If no response is received at day 30, any claims processed are taken back and the assignment is rejected.

Claims work in a similar way, however initial SMS / e-mail is sent when pay run is transferred to Finance on a Friday not when claims are processed

Timescales are the same for reminders and employer notification. If no response received at day 30 claims are undone.

### Bemis/SDS Module

Thanks to Edinburgh College for agreeing to participate in the pilot. Four Training Providers have also agreed to participate.

## **Scottish Apprenticeship Week (SAW)**

One for your diaries: the 5<sup>th</sup> to 9<sup>th</sup> March is SAW

<https://www.apprenticeships.scot/scottish-apprenticeship-week/>

## **Scottish Apprenticeship Awards**

Well done to all - an excellent evening in the Glasgow Art Galleries and Museum.

<https://www.apprenticeships.scot/events/awards/>

## **CDN Awards.**

See all the news below.

<http://www.cdn.ac.uk/cdn-college-awards-2017/>

## **MAG**

No new Frameworks were put forward for the MAG meeting of 23<sup>rd</sup> November 2017. Some changes to existing Frameworks were passed and these will be posted once the Minutes are out. Please contact me if you have any questions on specific Frameworks meantime.

## **SDS**

GDPR - I have asked for a session at the WBLG from SDS. Is this something you are aware of through the college internal teams as there's a statutory obligation for colleges to adhere.

I wish you all a Very Good Christmas break.