



January 2021

## The latest update from ILM



### A word from Jill Hansen

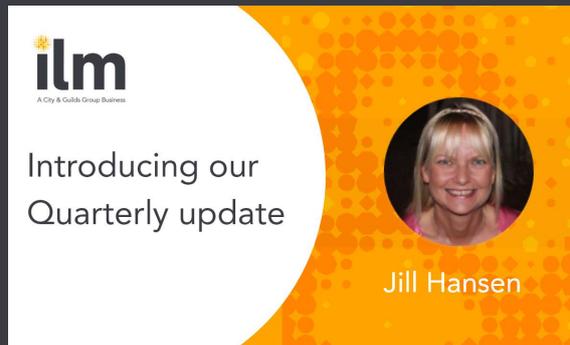
Firstly, a very Happy New Year to you and all of our ILM centres and providers across the globe.

As we start the new calendar year, and I reflect on what has been a challenging few months, I've come to realise that we have also seen many examples of great collaboration and innovation, which I hope will continue into this year.

If you missed our previous update, you can read our [ILM quarterly update in October 2020 here](#).

Please take a look at the short video below where I introduce myself and the role of the ILM Technical Advisor.

[Watch our video below](#)



Best regards,

Jill Hansen  
ILM Technical Advisor  
[Jill.Hansen@i-l-m.com](mailto:Jill.Hansen@i-l-m.com)



### Don't miss our upcoming quarterly update webinar

Date: Thursday 14 January  
Time: 09.00 - 10.00 (GMT)

Join our quarterly update webinar for the latest ILM products and services update. There will also be opportunity for Q and A.

[Book your place now](#)

This online event will be hosted by:



Joseph Ballantine  
Industry Manager



Jill Hansen  
Technical Advisor



Karen Egan  
Technical Advisor

Stay informed with previous quarterly updates

Stay up to date with key information and browse our library of previous quarterly newsletters and webinars.

[Access our archived updates](#)

You can register for all of our webinars via our events page: [i-l-m.com/news-and-events/events](http://i-l-m.com/news-and-events/events).



### There's still time to register for our Funding and Policy webinar

The FE sector is experiencing a period of exceptional change and reform.

Join us for an update on the latest developments in policy, funding and qualification reform, along with expert advice to assist your strategy and curriculum planning.

Date: Tuesday 26 January 2021

Time: 10.00 - 11.30 (GMT)

This online event will be hosted by:

Bryony Kingsland, Senior Funding and Policy Manager

[Reserve your place now](#)



### Are you looking for funded ILM qualifications?

You can find key information about funding, the rules that apply, and the eligibility criteria for accessing skills funding in the UK. Download our funded courses catalogue from our funding page. the new assessment plan in our December webinar series.

[Find out about ILM funded courses](#)

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## Updates on revisions to the Apprenticeship End-point assessments (UK ONLY)

Operations / Departmental Manager (Level 5)

The assessment plan for this standard has been revised and will be live from 15 January 2020 for any new apprenticeship starts.

Existing learners who are working towards the original version of the assessment plan are able to switch, if the learner's employer agrees. We shared detailed news and outlines on the new assessment plan in our December webinar series.

A quick reminder that webinar recordings and presentation slides from all three webinars are now available on our website, alongside FAQs from the series and information on EPA Pro.

[Access webinar resources from the series](#)

### Chartered Manager (Level 6)

The assessment plan for this standard is also still under review but this work has been paused for the time being while the focus is on the Senior Leader review. We expect to resume discussions this month and will keep you updated.

### Senior Leader (Level 7)

As you will be aware the Senior Leader standard and assessment plan have been revised at the request of the Secretary of State for Education to bring it into line with the Institute of Apprenticeship and Technical Education (IfATE) policies.

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The new standard and assessment plan have now been made available on the Gov.uk website. At the time of writing the actual start date for the version 2 has not been finalised, or communicated by IfATE however, it is likely to be February 2021.

We are hosting a webinar to outline the changes.

**Date: Tuesday 16 February 2021**

**Time: 9.30-10.30 (GMT)**

[Register your place](#)



### **Operations / Departmental Manager 9309-12: spotlight on work-based projects (UK ONLY)**

We have had quite a few issues come up recently with work-based projects within this standard so it would be useful to spend a few minutes sharing these with you. The work-based project is one that represents the skills, knowledge and behaviours in the standard. It provides a substantive evidence base from a business-related project to demonstrate the application of skills and knowledge.

The Assessment Plan states that the project will take place towards the end of the apprenticeship – likely to be during the final six months. Please note: this is relevant for the original Assessment Plan.

Each project must enable the following to be demonstrated:

- The application of knowledge and skills to meet the outcomes in the standard
- The approach to planning and completion of the project
- The application of behaviours from the standard.

As we know the end-point assessment (EPA) is very much about the apprentice demonstrating and applying the knowledge skills and behaviours (KSBs) which they have learnt during their apprenticeship and specifically in this case during the last 6 months of the apprenticeship.

We have had several work-based projects over the last few months where it has become apparent to the independent end-point assessor (IEPA) that the project has taken place much earlier than the last 6 months of on-programme and in some cases even before the apprenticeship has started.

Please do ensure that it is very evident in the project and presentation that the project has clearly taken place within these timescales.

Please note: For apprenticeships registered for the new Version 2 Assessment Plan, the work-based project is agreed and part implemented post gateway. Version 2 of the Assessment Plan for this standard (9309-22) is now available.

### **Supporting Universities with Ofsted preparation (UK ONLY)**

ILM are committed to supporting providers and centres as they make the transition from traditional face-to-face learning models to remote delivery. From digital learning and content, to remote invigilation and digital credentials, we can help you take your delivery online.

We are hosting a webinar on Tuesday 19 January at 11.00 (GMT) to discuss and explain how Ofsted's involvement in inspection will change the way that HEI's are set up to deliver degree-level apprenticeships. We will be joined by Ofsted specialist, Chris Jones, to offer insight into what HEI's can expect and should prepare for.

[Register your place](#)



## **Adaptations to Assessments for Diploma for Managers (8410-01) (UK ONLY)**

The Covid-19 pandemic continues to cause significant disruption to assessment, and we recognise that the ongoing nature of this pandemic will likely cause further disruptions for learners and centres. Working in consultation with regulators and other awarding bodies, City & Guilds and ILM have adopted mitigation options to ensure that affected learners receive a valid and reliable result for assessments they undertake.

We also recognise that observation of government guidance will bring additional challenges for the administration of assessments. So, for the academic year 2020/21, centres should plan to, and wherever possible, deliver all assessments in line with the requirements set out in ILM's specifications, handbooks and assessment materials.

As the vast majority of ILM assessments are open book assignment based they can continue to be delivered and assessed in the usual way according to the acceptable approaches within the assessment strategy/plan.

There is one clear exception, and this is the Diploma for Managers (8410-01) which includes e-volve tests to assess unit components 317 – 318. Where these e-volve tests are not possible under normal centre assessed conditions ILM has devised adaptation guidance to allow safe delivery of these tests through remote invigilation. Please see the latest guidance on the [Covid-19 section of the ILM website](#).

The [2020/21 Adaptations Guide](#) will provide you with further information.

For all queries relating to this guidance and arrangements, contact the Customer Support Team at City & Guilds, who are available Monday to Friday 08.00 to 18.00 (GMT) excluding UK public holidays.

Email: [adaptation.quality@cityandguilds.com](mailto:adaptation.quality@cityandguilds.com) or [customer@i-l-m.com](mailto:customer@i-l-m.com)

Telephone: (+44) 844 543 0000

\*Calls to our 0844 numbers cost 7 pence per minute plus your telephone company's access charge. Related documents, Ofqual guidance and updates can be found on our website: [cityandguilds.com/covid-19](https://www.cityandguilds.com/covid-19)

## **Funding opportunity: Leadership and Management Practice for the Construction and Built Environment Sector (UK ONLY)**

We're pleased to share with you that the ILM Level 3 Qualifications in Leadership and Management Practice for the Construction and Built Environment Sector attracts a CITB short period qualification grant which amounts to £600.

The qualifications are awarded at Award, Certificate and Diploma level.

For more information on please visit our: [Leadership in the construction industry page](#).

[See full details of the funding available](#)

Please be aware there are specific timeframes and deadlines for applications. For more information on the current timeframes for applications please see the section '[How to apply](#)'.



### Unlock leadership and management for the global workplace

Employers around the world recognise and value ILM qualifications. That's why our leadership and management qualifications are a great choice for learners looking to advance their career.

In December ILM specialists Karen Egan, Jill Hansen, Victoria Horrox gave practical guidance on our leadership and management qualifications and explained how you can map ILM qualifications into your existing programmes to deliver remotely. #leadershipwithoutlimits

[Access webinar recording](#)

### Have you missed a webinar?

You can access our past webinar recordings via our [our recordings page](#).



### Supporting your qualifications delivery with our digital platforms

Next month we will be hosting a focused digital delivery webinar, walking you through the digital support products on offer and how our Digital Solutions team can support you.

This webinar, led by our Digital Solutions team, will focus on the following products:

- **Learning assistant:** Learning Assistant is City & Guilds and ILM's market-leading digital learning solution supports all learning programmes. Through the easy-to-use online portal, you can monitor learner progress, plan interventions and remain compliant with the latest regulations.
- **SmartScreen:** Our SmartScreen platform provides high quality online teaching and learning support for tutors, learners and assessors of City & Guilds qualifications.
- **Portfolio Plus:** Our new pre-built content in an e-portfolio solution, has been designed to support your qualifications delivery. It covers a number of City & Guilds qualifications as well as the ILM Level 2 Award and Certificate in Leadership and Team Skills and the Level 2 Award for Young Leaders.



Date: Wednesday 3 February 2021

Time: 09.00 - 10.00 (GMT)

[Download the Operations Departmental Manager report](#)



## Are your learners missing out on their digital credentials?

We know that your learners work hard to achieve success in their City & Guilds and ILM qualifications. That's why it is important that their achievement is instantly and widely recognised. Over 40% of our customers are now providing email details so that learners can benefit from receiving digital credentials to recognise their achievement.

By including your learner's email address upon registration on Walled Garden, they will receive their digital credential upon completion of their qualification, which will showcase the programmes they have completed. They will also receive their free membership from The Institute of Leadership and Management. By inputting your learner's email addresses, you give them a better opportunity to be recognised by employers.

[Watch our short video](#)

[Download our step-by-step guide](#)



## Leading through challenging times: our latest research

We've recently launched a new research paper, that explores leadership and management during the pandemic in the UK, and how we can train and develop the next generation of leaders. The research highlights the need for leaders and managers to be better equipped to lead through times of crisis.

As we journey through 2021, we are here to support you, whether you are already delivering leadership and management programmes or intend to add leadership and management to your curriculum in this year.

If you are delivering ILM Leadership and Management programmes you may be interested in accessing recent webinar resources, and signing up to our next ILM quarterly update webinar.

Don't forget you can also register to receive tailored email updates straight to your inbox.

Please get in touch if you wish to find out about our wide range of leadership and management programmes available.

## Leading through challenging times: our latest research

### A note from Charlotte Okwera (Service Delivery Manager)

Happy New Year to you all. I hope you've had a good festive break and I have my fingers crossed that this year will be better than the last!

I will be providing regular updates on ILMA in these updates so please look out for hints, and tips and useful guides and resources in each edition.

In this edition I'd like you to meet the Lead Assessors of the service. Our Lead Assessors are five very experienced and qualified assessors who manage the quality assurance of the service.

All the best for 2021!

[Meet some of our team](#)





## Get the latest updates straight to your inbox

### Have you signed up to receive tailored communications from us?

Earlier last year we launched our new ILM preference centre, an email update system which allows you to tailor your email preferences, so that you can stay informed on the latest updates and developments tailored to your selected preferences. Simply tell us what you're interested in and we'll send you tailored updates.

By registering and selecting your preferences, you'll receive important news, product updates, events and webinars happening across the year.

[Register your email preferences today](#)