Spring Employer Forum
Thursday 6 May 2021
Today’s Agenda

Introductions and CETC update – Sarah Shreeves

Recruitment and enrolment – David Fields

Apprenticeship update – Helen Woods

Training delivery and student wellbeing – Alison Sweeting

CIPFA Futures update – Anna Howard

AAT new qualification structure – Lee Spicer

Questions & Answers
CETC Update

Sarah Shreeves
Head of Training Services
Recruitment and enrolment

David Fields, Employer Engagement Manager
CIPFA’s experience in delivering apprenticeships

- CIPFA has been delivering the new accountancy apprenticeship standards since September 2017
- CIPFA has over 500 learners studying accountancy apprenticeships
- We offer accountancy apprenticeships at Levels 3, 4 & 7 and the Level 4 Counter Fraud Investigator Apprenticeship
- We deliver apprenticeships to over 200 public sector organisations
- CIPFA is an approved AAT training provider

Key Performance Indicators

- 90% Employer satisfaction
- 81% Learner satisfaction
- 75% Achievement rate
CIPFA Level 7 – Accountancy Professional Apprenticeship

**Skills**
- Building Relationships
- Business Insight
- Communication
- Leadership
- Problem Solving & Decision Making

**Behaviours**
- Adds Value
- Continuous Improvement
- Ethics & Integrity
- Flexibility
- Professional Scepticism

**End Point Assessment**
- Strategic Case Study
- Project Report

**Knowledge**
- Financial Accounting
- Management Accounting
- Company Financial Reporting
- Audit & Assurance
- Financial Management
- Business & Change Management
- Strategy & Policy Development
- Public Service Financial Reporting
- Corporate Governance & Law
- Taxation
- Strategic Public Finance

Chartered Public Finance Accountant (CPFA)
Accountancy Professional Apprenticeship
Recruitment support & government incentives

- Information and guidance
- Suitability of apprenticeship
- Entry requirements
- Job adverts
- Information sessions for applicants & line managers

Government incentives

- For each new apprentice you employ by September 21
government will pay you £3,000
- Additional £1,000 for apprentices under 18

For further information email us at apprenticeships@cipfa.org
<table>
<thead>
<tr>
<th>Apprenticeship</th>
<th>Deadline to receive apprentice application</th>
<th>Delivery commences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accountancy Professional (Level 7)</td>
<td>31 July</td>
<td>September</td>
</tr>
<tr>
<td>Professional Accounting Technician (Level 4)</td>
<td>31 August</td>
<td>October</td>
</tr>
<tr>
<td>Assistant Accountant (Level 3)</td>
<td>31 August</td>
<td>October</td>
</tr>
<tr>
<td>Counter Fraud Investigator (Level 4)</td>
<td>31 August</td>
<td>October</td>
</tr>
</tbody>
</table>

For further information email us at apprenticeships@cipfa.org
Apprenticeship update

Helen Woods, Apprenticeship Delivery Manager
Apprenticeship update

- In March 2021 End Point Assessment (EPA) submissions were made entirely through SmartAssessor
- Live Teams sessions to support employer managers with portfolio sign off
- High EPA pass rate maintained of 83% (1\textsuperscript{st} time sitters)
- Project Report pass rate of 92% (1\textsuperscript{st} time sitters)
- Case Study pass rate 96% (1\textsuperscript{st} time sitters)
- Higher level of breaks in learning and changes to individual learning plans
- Introduction of break in EPA
- Apprenticeship team continue to work with employers and learners to support their needs
Training delivery and student wellbeing

Alison Sweeting, Training Delivery Manager
Online and Face to Face classes

2020
- March 2020: Moved all classes online
- September 2020: Kept everything online and introduced tutorials for some modules

2021
- February 2021: Kept everything online and set up tutorials for all modules
- September 2021: Taking cautious approach pending vaccination rollout and monitoring of virus variants, keeping classes online BUT planning to introduce some face to face

Dependent on government advice and safety of our trainers and students.

Seeking views on employer and student preference for face-to-face, hybrid or all online delivery.
Student Wellbeing

• CETC already begun work on student wellbeing prior to COVID 19
• Delivered 6 webinars, each with a different theme, during Spring 2020
• Further 4 webinars in Autumn 2020
• Trained three staff and two students as Mental Health First Aiders
• Working with CIPFA Student Network to develop wellbeing resources for students
• All trainers and staff who have contact with students have been trained in safeguarding
• Process in place to identify and support students about whom we have safeguarding/welfare concerns
CIPFA Futures update

Anna Howard, Head of Qualifications and Membership
Background

- Our qualification sits at the heart of everything we do.
- We work to ensure it continues to meet the needs of public finance professionals and public service organisations, today and into the future.
- The challenges faced by public finance professionals are different and often more complex than those working in other sectors.
- The profession must also respond and adapt to technological advances and innovations, the impact of COVID-19, new working practices and changed student expectations.
- For these reasons and more, we have conducted a comprehensive review of the qualification and will introduce the updated syllabus from March 2022.
- We are aligning the qualification to Levels 4 to 7 and will be exploring Ofqual recognition.
Key changes at a glance

- A new name: CIPFA Professional Accountancy Qualification (PAQ) – to be confirmed
- A global qualification: the new name will be used around the world
- Opportunity for students to progress through three awards en route to becoming a CPFA
- New pre-seen case study exam introduced for the CIPFA Level 5 Diploma
- Improved digital learning experience – for all students
- Updated unit content with a greater emphasis on sustainability, ethics and data – for all students
- 50% pass mark applied to all units – for all students
- New e-assessment platform from December 2021, supporting technical competencies and soft skills – for all students
New structure*

CIPFA Level 4 Certificate in Management and Financial Accounting

CIPFA Level 5 Diploma in Professional Accounting and Audit

CIPFA Level 6 Diploma in Financial Governance, Risk and Taxation

CIPFA Level 7 Diploma in Advanced Audit and Public Sector Financial Management and Reporting

Or

CIPFA Level 7 Diploma in Implementing Business Change and Public Sector Financial Management and Reporting

Professional Accountancy Qualification

* Titles are subject to change
# The units*

<table>
<thead>
<tr>
<th>CIPFA Level 4 Certificate in Management and Financial Accounting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Accounting (Core)</td>
</tr>
<tr>
<td>Management Accounting (Core)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CIPFA Level 5 Diploma in Professional Accounting and Audit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit and Assurance (Core)</td>
</tr>
<tr>
<td>Business Planning and Financial Management (Core)</td>
</tr>
<tr>
<td>Developing Strategy and Data Analysis (Core)</td>
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</tbody>
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<table>
<thead>
<tr>
<th>CIPFA Level 6 Diploma in Financial Governance, Risk and Taxation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governance and Risk Management (Core)</td>
</tr>
<tr>
<td>Business Reporting (Core)</td>
</tr>
<tr>
<td>Tax and Law UK (Core)</td>
</tr>
</tbody>
</table>

* Titles are subject to change
The units*

CIPFA Level 7 Diploma in Implementing Business Change and Public Sector Financial Management and Reporting

Implementing Business Change (Core)
Strategic Public Financial Management (Core)
Public Sector Financial Reporting UK (Core)
Strategic Case Study (Core)

or

CIPFA Level 7 Diploma in Advanced Audit and Public Sector Financial Management and Reporting

Advanced Audit UK (Core)
Strategic Public Financial Management (Core)
Public Sector Financial Reporting UK (Core)
Strategic Case Study (Core)

* Titles are subject to change
Transitional arrangements

Current PQ students

• Students currently studying the PQ (and joining in autumn intake) will continue on this programme until completion.

• The PQ and PAQ will run concurrently until all PQ students have completed their studies.

• We will be developing CPD training covering the new content on sustainability, ethics and data that has been introduced into the PAQ for our current students.

New PAQ students

• New student registration for the PAQ will open in September 2021.

• From September, all new students will be automatically enrolled on the PAQ.

• Classes for the first PAQ unit, Management Accounting, will begin in March 2022.
Transitional arrangements

The current PQ syllabus will be gradually phased out over the coming years.
<table>
<thead>
<tr>
<th>Current unit</th>
<th>New unit*</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethics</td>
<td>Ethics</td>
<td></td>
</tr>
<tr>
<td>Management Accounting</td>
<td>Management Accounting</td>
<td>Level 4</td>
</tr>
<tr>
<td>Financial Accounting</td>
<td>Financial Accounting</td>
<td>Level 4</td>
</tr>
<tr>
<td>Audit and Assurance</td>
<td>Audit and Assurance</td>
<td>Level 5</td>
</tr>
<tr>
<td>Financial Management</td>
<td>Business Planning and Financial Management</td>
<td>Level 5</td>
</tr>
<tr>
<td>Company Financial Reporting</td>
<td>Business Reporting</td>
<td>Level 6</td>
</tr>
<tr>
<td></td>
<td>Governance and Risk Management</td>
<td>Level 6</td>
</tr>
<tr>
<td>Strategy and Policy Development</td>
<td>Developing Strategy and Data Analysis</td>
<td>Level 5</td>
</tr>
<tr>
<td>Taxation - Corporate Governance and Law</td>
<td>Tax and Law</td>
<td>Level 6</td>
</tr>
<tr>
<td>Strategic Public Finance</td>
<td>Strategic Public Financial Management</td>
<td>Level 7</td>
</tr>
<tr>
<td>Advanced Public Audit</td>
<td>Advanced Audit</td>
<td>Level 7</td>
</tr>
<tr>
<td>Business and Change Management</td>
<td>Implementing Business Change</td>
<td>Level 7</td>
</tr>
<tr>
<td>Public Sector Financial Reporting</td>
<td>Public Sector Financial Reporting</td>
<td>Level 7</td>
</tr>
<tr>
<td>Strategic Case Study</td>
<td>Strategic Case Study</td>
<td>Level 7</td>
</tr>
</tbody>
</table>

* Titles are subject to change
Next steps

We will share more details on the information covered today in the coming weeks. We will let you know when the detailed specifications for each qualification become available.

Please contact us with any questions you may have: employers@cipfa.org
Qualifications 2022
An update to our qualifications

Lee Spicer
Employer Account Manager – Public Sector
Key themes

- Technology
- Ethics
- Sustainability
- Communication
Qualifications

<table>
<thead>
<tr>
<th>AQ2016</th>
<th>Q2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Award in Accounting Software</td>
<td>Being withdrawn and not replaced</td>
</tr>
<tr>
<td>Foundation Certificate in Bookkeeping</td>
<td>Level 2 Certificate in Bookkeeping</td>
</tr>
<tr>
<td>Foundation Certificate in Accounting</td>
<td>Level 2 Certificate in Accounting</td>
</tr>
<tr>
<td>Foundation Diploma in Accounting and Business</td>
<td>Being withdrawn and not replaced</td>
</tr>
<tr>
<td>Advanced Certificate in Bookkeeping</td>
<td>Level 3 Certificate in Bookkeeping</td>
</tr>
<tr>
<td>Advanced Diploma in Accounting</td>
<td>Level 3 Diploma in Accounting</td>
</tr>
<tr>
<td>Professional Diploma in Accounting</td>
<td>Level 4 Diploma in Professional Accounting</td>
</tr>
</tbody>
</table>
Qualifications to be graded

All of the new accounting and bookkeeping qualifications will be graded. Grades will be awarded based on the following percentage thresholds.

<table>
<thead>
<tr>
<th>Grade definition</th>
<th>Percentage threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Distinction</td>
<td>90-100%</td>
</tr>
<tr>
<td>Merit</td>
<td>80-89%</td>
</tr>
<tr>
<td>Pass</td>
<td>70-79%</td>
</tr>
<tr>
<td>Unclassified</td>
<td>0-69% or failure to pass one or more assessment(s)</td>
</tr>
</tbody>
</table>
# Changes to student membership

<table>
<thead>
<tr>
<th>AQ2016</th>
<th>Q2022</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Annual membership payment</strong></td>
<td><strong>One-off registration fee</strong></td>
</tr>
<tr>
<td>- Access to <strong>all</strong> qualifications and ability to be scheduled for assessments (not including the cost of assessments)</td>
<td>- Access to <strong>one</strong> qualification and ability to be scheduled for assessments (not including the cost of assessments)</td>
</tr>
<tr>
<td>- Access to study support resources</td>
<td>- Access to study support resources</td>
</tr>
<tr>
<td>- Renewal required every 12 months</td>
<td>- No renewal required, covered access to the qualification for its lifetime (typically four to five years)</td>
</tr>
</tbody>
</table>
Transitions between AQ2016 to Q2022

No automatic transfer between AQ2016 and Q2022

- Due to the content changes with the qualifications and changes to the registration format, there will be no direct transfer between AQ2016 and Q2022.
- If students wish to cease studying AQ2016 and finish studying a qualification on Q2022, they will need to register for the equivalent qualification, paying the one-off registration fee.
- At this early stage, we would advise all students to continue to study and complete their current qualification on the AQ2016 version.
- Fees for renewals, reinstatement and, in the case of the bookkeeping and accounting software qualifications, re-buys, will be offered at reduced fees as we get closer to the withdrawal of AQ2016.
Key Dates

- **September 2021**: final version of qualification specifications will be published.

- **31 January 2022**: last registration date for AQ2016 qualifications.

- **1 February 2022**: first registration date for Qualifications 2022.

- **30 June 2023**: last assessment date for AQ2016 qualifications. Students need to ensure they have planned synoptic assessment activity in line with the relevant synoptic assessment schedule.

- **31 August 2023**: last certification date for AQ2016 qualifications.
Resources and communications

- [aat.org.uk/2022update](http://aat.org.uk/2022update) is the main webpage for information and access to published resources
- *[AAT Weekly]* will be the main communication channel used to keep students updated and informed
- Social channels will also support the reinforcement of information shared.
Thank you
Questions