



## ITO sector update

Issue 2015-1

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### Investment Plans

We have the first tranche of investment plans going to the Board for approval next week. We hope to be able to confirm verbally the Board approval later in that week or in the following week, with formal funding letters to follow in late August. For those who have chosen to opt into the second tranche, a reminder that Plans, Mix of Provisions, Performance Commitments and any other supporting documents are due with us by 31 August. Investment Managers will be in touch in the next few weeks to discuss this further with you.

### NZA Code of Good Practice for New Zealand Apprenticeships

The final Code of Good Practice for New Zealand Apprenticeships is now on our website and comes into force on 20 August. We expect all ITOs to actively use the Code when dealing with prospective apprentices and their employers and assess current practices against those outlined in the Code. We will not be printing the Code and expect ITOs to provide hard copies if necessary.

### Data Snapshot at 31 August 2015

A reminder that we will be taking a snapshot of your data in the ITR as at 31 August 2015. This snapshot will inform our conversations with you about any necessary Plan Amendments for the remainder of 2015. Demand continues to be relatively flat across the wider tertiary sector, so the 31 August snapshot will also be used to inform the Minister on the demand across the whole of Vote Tertiary. This includes other investment opportunities which may exist, particularly where there is evidence of demand as shown in the enrolment of learners. Investment Managers will be contacting you in early September to propose plan amendments for 2015 to avoid significant recoveries at year end, or to discuss opportunities to support increased demand where it is evident in your ITR data.

### Changes to Payment Dates in 2016

To enable more flexibility in our Plan amendment process, we will be changing the payment dates in 2016 to provide a more responsive approach. The payments will be made on the second Wednesday of each month from 2016 (ranging from the 8th to the 14th of the month). We will be advising you of this formally in your Plan approval letters later in the year, but this is just an informal heads up. Any feedback on this can be raised with your Investment Manager directly.



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## Programmes that compromise non-unit standards

There have been some discussions over the last 12 months regarding new programmes that comprise “non-unit standards” and what impact this might have in the ITR. It has been confirmed that programmes must comprise standards that are listed on the Directory of Assessment Standards (DAS), and this is set out in the Industry Training and Apprenticeships Act 1992. The ITR is designed to capture and report on standards on the DAS; therefore, no changes will be made to the ITR. At the moment, you may have programmes that comprise components that are not on the DAS. You need to be aware that these are not able to be reported to the ITR and therefore any associated credit achievement will not count towards the under-achievement offset and the credit achievement EPI. We recommend that, until such time as NZQA resolves the use of these, where possible you continue to use standards on the DAS to maximise your credit achievement and minimise any under-achievement offset.

## Literacy and Numeracy Workshops – Quick Wins

We had a great turn-out to the literacy and numeracy workshop hosted in late June by the ITF, and lots of good ideas generated by participants. We identified a number of possible quick wins that could make a difference and we are now reviewing these to see which are feasible in the short-term. Ideas included expanding volunteer mentoring, greater collaboration between ITOs, enhancements to Pathways Awarua, mobile applications, a media campaign to raise awareness of literacy and numeracy needs in the workplace, greater promotion of the Skills Highway and encouraging business sponsorship. More detailed feedback on this work will be reported back to the workshop attendees in the near future.