

apprenticeship FRAMEWORK

Environmental Conservation (Wales)

IMPORTANT NOTIFICATION FOR ALL APPRENTICESHIP STARTS FROM 14 OCTOBER 2016

Modifications to SASW came into effect on 14 October 2016. These changes relate to the **Essential Skills and Employer Rights and Responsibilities** requirements of a framework and they **ONLY** apply to new Apprenticeship starts on, or after, 14th October. Apprenticeship starts before this date must continue to meet the 2013 SASW requirements for Essential Skills and Employer Rights and Responsibilities.

For more details of the changes and how they will affect new apprenticeship starts, please read the following preface page to the framework document. NB: Please check the "Revising a Framework" section for information on any additional changes that may have been made to this framework.

Latest framework version?

For any previous versions of this framework: www.acwcerts.co.uk/frameworks-library

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Environmental Conservation (Wales)

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Framework information

Information on the Issuing Authority for this framework:

Lantra

The Apprenticeship sector for occupations in environmental and land-based.

Issue number: 4

This framework includes:

Framework ID:

FR05035

Level 2

Level 3

Level 4-7

Date this framework is to be reviewed by: 31/03/2025

This framework is for use in: Wales

Short description

The framework offers a Level 2 and Level 3 Apprenticeship entry route into the environmental conservation industry, providing learners entering the profession with the skills and knowledge to work in the industry. The duration of the Foundation Apprenticeship is 12 – 24 (flex) months and the Apprenticeship is 12 – 24 (flex) months.

Job opportunities cover a range of areas from Countryside Warden, Estate Worker, Senior Estate Worker, Heritage Worker, Access/Recreation Officer, Ranger, Boundary Installer, Environmental Management Officer.

Following the successful completion of the Apprenticeship, there are many opportunities available which could include specialising within the profession, completing other vocational courses or completing Further and/or Higher Education.

Contact information

Proposer of this framework

The Environmental Conservation Industry which includes employers and organisations such as The Environment Agency, Dry Stone Walling Association; The National Trust; Wildlife Trusts; Royal Society for the Protection of Birds (RSPB); The Conservation Volunteers (TCV); NATUR; colleges and other small providers.

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Revising a framework

Why this framework is being revised

The Foundation Apprenticeship and Apprenticeship have undergone an industry review and have been revised.

Summary of changes made to this framework

There have been amendments to the following: Duration; Entry requirements; Qualifications; Essential Skills; On and Off the Job Training; Additional Employment Requirements; Job Roles and Progression.

Qualifications removed

SEG/ABC Level 2 Diploma in Work-based Environmental Conservation - 500/8705/8

Lantra Awards Level 2 Certificate in Dry Stone Walling - 500/7446/5

Pearson BTEC Level 2 Award in Environmental and Land-based Business (QCF) - 600/3275/3

Pearson BTEC Level 2 Award in Coastal Zone Management (QCF) - 600/3276/5

Pearson BTEC Level 2 Award in Ecological Surveys and Techniques (QCF) - 600/3303/4

Pearson BTEC Level 2 Award in Countryside Access and Recreation (QCF) - 600/3302/2

Pearson BTEC Level 2 Award in Conservation and Improvement of British Habitats (QCF) - 600/3297/2

Open College Network West Midlands Level 2 Award in Ecological Assessment - 600/4319/2

SEG Awards ABC Level 3 Diploma in Work-based Environmental Conservation - 500/8706/X

Lantra Awards Level 3 Certificate in Dry Stone Walling - 500/7447/7

Pearson Edexcel Level 3 Diploma in Work-based Environmental Conservation - 500/8990/0

Pearson BTEC Level 3 Award in Business Management in the Land-based Sector (QCF) - 600/3304/6

Lantra Awards Level 3 Award in Principles of Developing Environmental and Land-based Projects - 500/9352/6

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- **Page 25 - Level 3 Qualifications: Knowledge qualifications:**

- *City & Guilds Level 2 Award in Business for the Environment and Land-based Sector (QCF) 500/9311/3*
- *Lantra Awards Level 2 Certificate in Land-based Activities 600/6729/9*

Qualifications added

Level 3 Knowledge qualifications

- *Lantra Awards Level 3 Award in Principle of Developing Environmental and Land-based Projects 500/9352/6 – 10 credits*
- *C&G Level 3 Award in Business Management for the Environment and Land-based Sector - 500/9232/7 – 10 credits*

Qualifications that have been extended

Pearson Edexcel Level 2 Diploma in Work-based Environmental Conservation - 500/8989/4

Lantra Awards Level 2 Certificate in Dry Stone Walling - 500/7446/5

Lantra Awards Level 2 Certificate in Land-based Activities - 600/6729/9

Lantra Awards Level 3 Award in Principles of Developing Environmental and Land-based Projects - 500/9352/6

Lantra Awards Level 3 Certificate in Dry Stone Walling - 500/7447/7

Purpose of this framework

Summary of the purpose of the framework

Defining Apprenticeships

An Apprenticeship is a job with an accompanying skills development programme under an Apprenticeship Agreement designed by employers in the sector. It allows the apprentice to gain technical knowledge and real practical experience, along with essential skills, required for their immediate job and future career. These are acquired through a mix of learning in the workplace, formal off the job training and the opportunity to practice and embed new skills in a real work context. This broader mix differentiates the Apprenticeship experience from training delivered to meet narrowly focused job needs.

All apprentices commencing their Apprenticeship must have an Apprenticeship Agreement between the employer and the apprentice. This can be used to reinforce the understanding of the requirements of the Apprenticeship.

On completion of the Apprenticeship the apprentice must be able to undertake the full range of duties, in the range of circumstances appropriate to the job, confidently and competently to the standard set by the industry.

The Environmental Conservation Industry

Environmental conservation covers a wide range of opportunities including the conservation of landscapes, habitats and species alongside the management of public access and countryside recreation, as well as interpretation to promote awareness, understanding and enjoyment of the countryside. The sector includes rural and urban areas, rivers, coasts and waterways throughout Wales, many of which are designated areas requiring special protection.

This provides a range of jobs within large and small, public and private and charitable organisations, such as the National Trust, National Parks, Wildlife Trusts, BTCV, local authority countryside services and environmental consultancy.

The Apprenticeship reflects the dynamism and importance of the environmental sector to all individuals and has been developed to give people an understanding of the 21st century's needs of this broad sector. Apprentices will acquire knowledge, understanding and skills through "doing" and therefore gain a clear idea of what working life will be like.

Working in our sector can involve being outdoors practically managing sites by, for example: tree planting and felling; wildlife surveys; community engagement; recreation and education. Jobs provide opportunities to inspire people and engage with wildlife in order to manage and protect our natural heritage for the future.

Joe Taylor, Country Park Manager and Environmental Conservation Industry Group Chair says “The value of vocational learning and practical skills is increasingly being recognised by conservation organisations when recruiting staff and volunteers. This Apprenticeship incorporates the Work-Based Diploma in Environmental Conservation, and offers a diverse and directly relevant programme of learning. It has already been embraced by a number of employers including, for example, some National Park Authorities working in partnership with local colleges. I would encourage all conservation organisations with an interest in developing their staff, or in building on previous project-based skills initiatives, to find out more”.

Lantra research estimates that there are approximately 160 organisations and 5,700 people working in the environmental conservation industry in Wales; in addition to this there are an estimated 200,000 volunteers working in the UK in conservation. Therefore, each person has an important role to play within the organisation and this emphasises the need for employees to have a variety of skills to help the organisation grow and remain profitable.

The framework will also contribute to meeting the skills priorities in Wales by:

- Providing flexible access to a high quality (Level 2 and Level 3) skills programme for environmental conservation
- Incorporating skills to improve the levels of general literacy and numeracy in
- Wales
- Using technical and competence qualifications, valued by employers, to help their
- businesses develop the skills that they need to protect the environment
- Developing apprentices’ employability skills, making them more attractive to
- all employers whatever career they choose
- Providing a career pathway into jobs and training at intermediate and higher levels,

Within the environmental conservation industry there has also been an increase in the demand for highly skilled staff. The current skills which employers feel will become increasingly important over the next few years are: business and management skills, technical/job specific skills (field survey and species identification, environmental/habitat management and wider land-based industry knowledge) and essential skills for example literacy and numeracy, which again emphasise the need for employees to have a variety of skills.

During the development of this Apprenticeship, Lantra involved members of the Environmental Conservation Industry Group, which includes employers and organisations such as The Environment Agency, Dry Stone Walling Association; The National Trust; Wildlife Trusts; RSPB; TCV; colleges and other training providers.

Job roles at Level 2 may include: Estate Worker, Countryside Warden, Operational Delivery, Banksman, Heritage Worker or Boundary Installer. Refer to job section for an explanation in Level 2.

Job roles at Level 3 may include: Access/Recreation Officer, Warden/Countryside Warden, Environmental Management Officer, Senior Estate Worker, Ranger, Heritage officer, Boundary Installer or Operational Supervisor. Refer to job section for an explanation in Level 3.

Further information on the environmental conservation industry can be found at:
<https://www.conservation-careers.com/>.

Aims and objectives of this framework (Wales)

The aim of the Level 2 and 3 Apprenticeships is to be flexible and meet the skills needs of employers, attracting new applicants into the Environmental Conservation sector to fill vacancies and provide a progression pathway for apprentices to fill higher level jobs.

1. Increase the uptake of both the Foundation Apprenticeship and Apprenticeship in Environmental Conservation by attracting new apprentices into the sector; especially those from the under-represented groups, to meet the changing skills needs of employers
2. Develop those working in Environmental Conservation to ensure that they attain the skills required to be competent and able to progress within their profession
3. Increase awareness of the benefits of the two levels of Apprenticeships with employers, all potential apprentices and education providers
4. Provide clear progression to and information on jobs, training and opportunities across the sector.

Entry conditions for this framework

The entry conditions for the framework is the employer's and training provider's confidence in your ability to develop the skills and knowledge required to work within the Environmental Conservation industry. Employers are encouraged to get involved in the recruitment and selection stages, to ensure they get to know the apprentices before their employment.

If you are interested in working in Environmental Conservation, there are many different types of jobs, for example working on an estate managing the countryside, working as a ranger preserving the countryside or working as a dry stone waller repairing or rebuilding walls or landscape features. By taking an apprenticeship in Environmental Conservation you will be able to work towards one of these jobs.

Duration of the Apprenticeship

During the review of the Environmental Conservation Apprenticeships it has been agreed with the industry that the duration needs to be flexible to accommodate differing learning needs of apprentices. Therefore the duration of the Foundation Apprenticeship is now 12 - 24 months (flex) and the Apprenticeship is 12 - 24 months (flex).

Entry requirements for the Level 2 Foundation Apprenticeship

There are no specific entry requirements to enter the Level 2 Foundation Apprenticeship in Environmental Conservation, however, there are qualifications or experience that will help learners understand the sector prior to starting, such as:

- Level 1 Award in Practical Environmental and Conservation Skills
- Level 1 Diploma in Work-based Environmental Conservation
- Voluntary experience within the environmental conservation industry
- Have previously worked in, or are currently working within, the industry
- GCSEs

Entry to this apprenticeship is subject to the discretion of the Training Provider.

Learners who have completed the Welsh Baccalaureate may have completed units or short courses which will provide underpinning knowledge towards the Foundation Apprenticeship, this will be assessed during an initial assessment allowing Recognition of Prior Learning (RPL) where appropriate.

Progression opportunities onto the Environmental Conservation Foundation Apprenticeship also exist for adult learners who have experience within the environmental conservation industry or who are looking for a career change.

Entry requirements for the Level 3 Apprenticeship

The environmental conservation industry wants the entry requirements for the Apprenticeship in Environmental Conservation to be flexible, which could include the following:

- NVQ Level 2 in Environmental Conservation
- Level 2 Diploma in Work-based Environmental Conservation
- Level 2 Award in Practical Environmental and Conservation Skills
- Level 2 Certificate in Countryside and Environment
- Practical experience within the environmental conservation industry
- 3 GCSEs (A*-C)/A levels

and additionally, one of the following:

- Level 1 Award in Practical Environmental and Conservation Skills
- Level 1 Diploma in Work-based Environmental Conservation

Entry to this apprenticeship is subject to the discretion of the Training Provider.

Learners who have completed the Welsh Baccalaureate may have completed units or short courses which will provide underpinning knowledge towards the Apprenticeship, this will be assessed during an initial assessment allowing Recognition of Prior Learning (RPL) where appropriate.

(There are many qualifications within environmental conservation, those named above are a few suggestions).

RULES TO AVOID REPEATING QUALIFICATIONS

Processes exist to make sure that applicants with prior knowledge, qualifications and experience are not disadvantaged by having to repeat learning. Training providers and awarding organisations will be able to advise on the current rules for accrediting prior learning and recognising prior experience. Refer to the on and off-the-job training section for guidance about prior attainment and achievement.

There are no relaxations or proxies for any qualifications specified in a framework in SASW, however, providers are encouraged to identify additional on-the-job training programmes that customise the learning to the new workplace.

Essential Skills Wales

If applicants already have GCSEs in English and Maths they still have to do the Essential Skills Wales at the relevant level.

If applicants have already achieved Essential or Key Skills at the relevant level, prior to commencing the apprenticeship, they will not have to do the relevant Essential Skills, but should be encouraged to progress to a higher ESW level.

It is best practice for Essential Skills Qualifications to be assessed in a vocational context.

Competence qualifications

If applicants already have the Level 2/3 competence qualifications for the Apprenticeship they do not have to repeat this qualification, however, this qualification must have been achieved within five years of applying for the apprenticeship certificate and they will still have to demonstrate competence in the workplace.

Knowledge qualifications

If applicants already have the Level 2/3 knowledge qualifications before they started their Apprenticeship, (see Level 2/3 knowledge qualifications page in this framework) they can count this and do not have to redo the qualification, providing that they have achieved this qualification within five years of applying for the apprenticeship certificate. For example they may have already achieved the knowledge element as part of the Welsh Baccalaureate. The hours they spent gaining this qualification will also count towards the minimum hours required for this framework.

Prior experience

Applicants already working in the sector will be able to have their prior experience recognised by the Awarding Organisation and this will count towards the competence and the knowledge qualifications in this framework.

Initial Assessment

Training providers and employers will use initial assessment to ensure that applicants have a fair opportunity to demonstrate their ability and to tailor programmes to meet individual needs, recognising prior qualifications and experience.

Processes exist to make sure that applicants with prior knowledge, qualifications and experience are not disadvantaged by having to repeat learning. Training providers and awarding organisations will be able to advise on the current rules for accrediting prior learning and recognising prior experience.

Level 2

Environmental Conservation

Pathways for the framework at level 2:

Pathway 1: Environmental Conservation

Level 2, Pathway 1: Environmental Conservation

Description of this pathway

Environmental Conservation includes the conservation of landscapes, habitat and species and public access. A minimum of 59 credits which is made up as follows:

- Competence qualification - 37 credits
- Knowledge qualification - 10 credits
- Level 1 Essential Skills in Communication - 6 credits
- Level 1 Essential Skills in Application of Number - 6 credits

Entry requirements for this pathway in addition to the framework entry requirements

No additional pathway entry requirements

Job title(s)	Job role(s)
Estate Worker	Estate workers help to maintain and manage the environment for the benefit of people and wildlife. This can involve the management of a variety of different habitats including woodland, grassland, wetland and heathland, and also the maintenance of facilities for public access and recreation
Warden/Countryside Warden	wardens are responsible for a range of activities that benefit both the natural environment and associated public access and recreation. Their role is to encourage visitors to the countryside, promote awareness of the natural environment and protect and preserve the countryside for future enjoyment.
Boundary Installer	Boundary Installers use traditional skills to build and repair boundaries such as drystone walls.
Heritage Worker	Heritage Workers work to protect, preserve and manage heritage landscapes, habitats features and assets , including woodland, grassland, wetland, moorland and waterways.

Qualifications

Competence qualifications available to this pathway

C1 – - Level 2 Diploma in Work-based Environmental Conservation (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	500/9062/8	City & Guilds	37	342	N/A
C1b	500/8989/4	Edexcel	37	342	N/A

Knowledge qualifications available to this pathway

K1 – Level 2 Award in Business for the Environment and Land-based Sector (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	500/9311/3	City & Guilds	10	60	N/A

K2 – Level 2 Certificate in Land-based Activities

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	600/6729/9	Lantra Awards	16	129	N/A

Combined qualifications available to this pathway

N/A

Relationship between competence and knowledge qualifications

K1 and K2 provide the underpinning knowledge for C1 delivered by either C1a or C1b, Candidates must do either K1 or K2.

If apprentices choose K1 or K2 the minimum number of credits achieved will be 67.

For those apprentices wishing to progress into a supervisory role or self employment (eg. contracting) are required to gain business knowledge, so would therefore benefit from taking the Award in Business for the Environmental and Land-based Sector.

If apprentices choose K2, the minimum number of credits achieved will be 53.

Apprentices completing the Certificate in Land-based Activities will gain knowledge which underpins the skills within the work-based diploma and would benefit from taking a mixture of the following units. A minimum of 16 credits must be achieved:

- Understanding Health and Safety within the Land-based Activities (3 credits)
- Establishing plants or seeds in soil (4 credits)
- Identify tree species and their properties (5 credits)
- Use and maintain non-powered and hand held powered tools and equipment (3 credits)
- Introduction to crop systems (6 credits)
- Construct and maintain boundaries (2 credits)
- Environmental Sustainability (2 credits)
- Farm Conservation (3 credits)
- Preparing ground for seeding and planting (4 credits)
- Hedgerow planting (3 credits)
- Encourage involvement in recycling (3 credits)
- Prepare to undertake and report on a field survey (4 credits)
- Working as a Volunteer (2 credits)
- Teamworking Skills (3 credits)

All of the above underpin units within the level 2 work-based diploma in environmental conservation, dependent on the route taken and job role of the apprentice.

Essential Skills

An apprenticeship framework must specify as a Welsh certificate requirement the expected achievement levels of Essential Skills in Communication and the Application of Number.

Where Essential Skills qualifications are specified in an apprenticeship framework, the apprenticeship framework must specify the acceptance of a recognised proxy qualification for Communication and Application of Number.

It is best practice for Essential Skills Qualifications to be assessed in a vocational context.

Communication

For the current list of acceptable proxy qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASW](#) on the [gov.wales](#) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACW](#) website.

Does this framework require Communication achievement above the minimum SASW requirement? YES NO

Application of Number

For the current list of acceptable proxy qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASW](#) on the [gov.wales](#) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACW](#) website.

Does this framework require Communication achievement above the minimum SASW requirement? YES NO

Inclusion of Digital Literacy (ICT)

Digital Literacy (ICT) is an **optional** framework requirement.

Is Digital Literacy a requirement in this framework? YES NO

Progression routes into and from this pathway

The Level 2 Foundation Apprenticeship in Environmental Conservation is increasingly valued as

an entry route into the industry.

Progression onto the Environmental Conservation Foundation Apprenticeship

There are no specific entry requirements to enter the Level 2 Foundation Apprenticeship in Environmental Conservation, however, there are qualifications or experience that will help learners understand the sector prior to starting. This is not exhaustive and is open to negotiation:

- Level 1 Award in Practical Environmental and Conservation Skills
- Level 1 Diploma in Work-based Environmental Conservation
- Voluntary experience within the environmental conservation industry
- Have previously worked in, or are currently working within, the industry
- GCSEs

Entry to this apprenticeship is subject to the discretion of the Training Provider.

Learners who have completed the Welsh Baccalaureate may have completed units or short courses which will provide underpinning knowledge towards the Apprenticeship; this will be assessed during an initial assessment allowing Recognition of Prior Learning (RPL) where appropriate.

Progression opportunities onto the Environmental Conservation Foundation Apprenticeship also exist for adult learners who have experience within the environmental conservation industry or who are looking for a career change.

Progression from the Environmental Conservation Foundation Apprenticeship

Apprentices successfully completing the Foundation Apprenticeship have opportunities to progress within the industry by progressing onto the Apprenticeship in Environmental Conservation or other Further Education courses such as:

- Level 3 Diploma in Work-based Environmental Conservation
- Level 3 Certificate in Environmental Sustainability
- Level 3 Award in Principles of Developing Environmental and Land-based Projects
- Level 3 Extended Diploma/Diploma in Environmental Conservation.
- Level 3 Certificate in Dry Stone Walling

Typical jobs apprentices will be able to progress onto on completion of the Level 2 Foundation Apprenticeship will depend on the qualifications and experience gained during the Foundation Apprenticeship but could include: Warden/Countryside Warden, Estate Worker, Heritage Worker, Operational Delivery, Banksman, Boundary Installer.

Following the successful completion of the Foundation Apprenticeship, there are many opportunities available which could include specialising within the profession, completing other vocational courses or progressing into Further and/or Higher Education.

Employee rights and responsibilities

Please note that for Apprenticeship starts from 14/10/2016 onwards ERR is no longer a **mandatory** requirement in all frameworks.

However, it may still be included in some frameworks and where it is not explicitly stated that ERR is not a requirement then confirmation of an Apprentice's ERR achievement will still remain a requirement for Apprenticeship certification purposes.

Is ERR a requirement for this framework? **YES** **NO**

Delivery and assessment

Within the Foundation Apprenticeship in Agriculture apprentices need to complete the ERR workbook. Lantra's Agriculture ERR workbook contains a number of tasks with short answer questions covering the nine outcomes listed below, which learners can complete at their own pace. The workbook can be found on Lantra's website <https://www.frameworksandnos.lantra.co.uk/err-workbooks>

There are nine national outcomes/standards that all learners must know and/or understand:

1. Knows and understands the range of employer and employee statutory rights and responsibilities under Employment Law. This should cover the apprentice's rights and responsibilities under the Employment Rights Act 1996, Equality Act 2010 and Health & Safety legislation, together with the responsibilities and duties of employers
2. Knows and understands the procedures and documentation in their organisation which recognise and protect their relationship with their employer. Health &

Safety and Equality & Diversity training must be an integral part of the apprentice's learning programme

3. Knows and understands the range of sources of information and advice available to them on their employment rights and responsibilities. Details of Access to Work and Additional Learning Support must be included in the programme
4. Understands the role played by their occupation within their organisation and industry
5. Has an informed view of the types of career pathways that are open to them
6. Knows the types of representative bodies and understands their relevance to their skill, trade or occupation, and their main roles and responsibilities
7. Knows where and how to get information and advice on their industry, occupation, training and career
8. Can describe and work within their organisation's principles of conduct and codes of practice
9. Recognises and can form a view on issues of public concern that affect their organisation and industry.

Certification Requirements for ERR as of the 1st January 2014

As of the 1st January 2014 all providers and apprentices must complete 2 forms when claiming for the Apprentice's Foundation Apprenticeship Completion Certificate.

- Universal Employee Rights and Responsibilities Form
- Apprenticeship Certificate Claim Form which includes on and off the job training

Both forms need to be uploaded onto Apprenticeship Certification Wales (ACW) when claiming completion of the framework.

Level 3

Environmental Conservation

Pathways for the framework at level 3:

Pathway 1: Environmental Conservation

Level 3, Pathway 1: Environmental Conservation

Description of this pathway

Environmental Conservation includes the conservation of landscapes, habitat and species and public access. A minimum of 79 credits which is made up as follows:

- Competence qualification - 57 credits
- Knowledge qualification - 10 credits
- Level 2 Essential Skills in Communication - 6 credits
- Level 2 Essential Skills in Application of Number - 6 credits

Entry requirements for this pathway in addition to the framework entry requirements

No additional pathway entry requirements.

Job title(s)	Job role(s)
Access/ Recreation Officer	Access recreation officers are responsible for managing public access, often in a defined geographical area or along a defined route. Part of their work may include undertaking access surveys and they are likely to negotiate improvements and employ enforcement action where necessary.
Ranger	Rangers carry out activities that benefit the environment and public access and recreation. They lead on encouraging visitors to the countryside, promoting awareness and enjoyment, and protecting and conserving the countryside for future generations.
Education/ Interpretation Officer	The role of an education and interpretation officer has people engagement as its key feature. The role requires a sound knowledge of environmental processes, and the ability to communicate with a wide range of people.
Senior Estate Worker	Senior Estate Workers maintain and manage the environment. This can involve the management of field staff and/or volunteers working on different habitats. Work also involves the maintenance of facilities for public access and recreation.
Environmental Management Officer	EMOs will carry out environmental monitoring, provide comments on the environmental impact of proposed developments, and investigate and enforce environmental legislation in relation to air and water quality, flood or land management, contaminated land and noise from commercial/ industrial premises.

Qualifications

Competence qualifications available to this pathway

C1 – Level 3 Diploma in Work-based Environmental Conservation (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	500/9054/9	City & Guilds	57	442	N/A

Knowledge qualifications available to this pathway

K1 – Level 3 Award in Principle of Developing Environmental and Land-Based Projects

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	500/9352/6	Lantra Awards	10	60	N/A

K2 – Level 3 Award in Business Management for the Environment and Land-Based Sector

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	500/9232/7	City & Guilds	10	60	N/A

Combined qualifications available to this pathway

N/A

Relationship between competence and knowledge qualifications

K1 and K2 provide the underpinning knowledge for C1. Candidates must do either K1 or K2
If apprentices choose K1 or K2 the minimum number of credits achieved will be 67.

Most of the job roles within this pathway will include some form of project management within environmental conservation, therefore apprentices will benefit from taking the project management knowledge qualification, which underpins the work

based diploma. For those apprentices wishing to progress into section leader roles or self-employment (contracting/consultancy), then they would benefit from taking the Award in Business Management.

Essential Skills

An apprenticeship framework must specify as a Welsh certificate requirement the expected achievement levels of Essential Skills in Communication and the Application of Number.

Where Essential Skills qualifications are specified in an apprenticeship framework, the apprenticeship framework must specify the acceptance of a recognised proxy qualification for Communication and Application of Number.

It is best practice for Essential Skills Qualifications to be assessed in a vocational context.

Communication

For the current list of acceptable proxy qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASW](#) on the [gov.wales](#) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACW](#) website.

Does this framework require Communication achievement above the minimum SASW requirement? YES NO

Application of Number

For the current list of acceptable proxy qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASW](#) on the [gov.wales](#) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACW](#) website.

Does this framework require Communication achievement above the minimum SASW requirement? YES NO

Inclusion of Digital Literacy (ICT)

Digital Literacy (ICT) is an **optional** framework requirement.

Is Digital Literacy a requirement in this framework? YES NO

Progression routes into and from this pathway

The environmental conservation industry increasingly values the Level 3 Apprenticeship as an entry/progression route into the industry. From the Foundation Apprenticeship there is direct progression onto Level 3, or learners may progress straight onto the Apprenticeship from another programme.

Progression onto the Environmental Conservation Apprenticeship

The environmental conservation industry wants the entry requirements for the Apprenticeship to be flexible, so therefore has suggested that one of the following should be completed. This is not exhaustive and is open to negotiation:

- NVQ Level 2 in Environmental Conservation
- Level 2 Diploma in Work-based Environmental Conservation
- Level 2 Award in Practical Environmental and Conservation Skills
- Level 2 Certificate in Countryside and Environment
- Practical experience within the environmental conservation industry
- 3 GCSEs (A*-C)/A levels and additionally, one of the following:
- Level 1 Award in Practical Environmental and Conservation Skills
- Level 1 Diploma in Work-based Environmental Conservation

Entry to this apprenticeship is subject to the discretion of the Training Provider.

Learners who have completed the Welsh Baccalaureate may have completed units within this, which could provide underpinning knowledge and will be assessed during an initial assessment so that Recognition of Prior Learning (RPL) can be applied if appropriate.

Progression opportunities onto the Environmental Conservation Apprenticeship also exist for adult learners who have experience within the environmental conservation industry or who are looking for a career change.

Progression from the Environmental Conservation Apprenticeship

Following the successful completion of the Apprenticeship, there are many opportunities available which could include specialising within the profession,

completing other vocational courses or progressing into Further and/or Higher Education. Examples of courses available across Wales and the UK include:

- BSc Environmental Conservation
- Fd Conservation and Countryside Management
- Fd Environmental Conservation
- BSc Conservation Biology
- BSc Wildlife Management.

For apprentices who wish to continue their development of skills and qualifications beyond Degree level, opportunities exist to progress further, such as a Postgraduate Diploma (PGDip) or a Master's Degree (MSc or MRes), including:

- MRes Ecology
- PGDip/MSc Conservation and Land Management.

Some useful websites to visit regarding Higher Education are www.ucas.co.uk, or <http://ukpass.prospects.ac.uk>, both of these have information about courses and providers along with specific information on entry requirements.

Apprentices looking to progress in their employment from the Apprenticeship may be able to work towards managerial positions such as ecologist, property/estates manager or senior conservation officer. Progression will be dependent on the qualification and experience an individual possesses, as achievement alone of the Level 3 Apprenticeship does not guarantee entry to these opportunities.

Employee rights and responsibilities

Please note that for Apprenticeship starts from 14/10/2016 onwards ERR is no longer a **mandatory** requirement in all frameworks.

However, it may still be included in some frameworks and where it is not explicitly stated that ERR is not a requirement then confirmation of an Apprentice's ERR achievement will still remain a requirement for Apprenticeship certification purposes.

Is ERR a requirement for this framework? **YES** **NO**

Delivery and assessment

Within the Foundation Apprenticeship in Agriculture apprentices need to complete the ERR workbook. Lantra's Agriculture ERR workbook contains a number of tasks with short answer questions covering the nine outcomes listed below, which learners can complete at their own pace. The workbook can be found on Lantra's website

<https://www.frameworksandnos.lantra.co.uk/err-workbooks>

There are nine national outcomes/standards that all learners must know and/or understand:

1. Knows and understands the range of employer and employee statutory rights and responsibilities under Employment Law. This should cover the apprentice's rights and responsibilities under the Employment Rights Act 1996, Equality Act 2010 and Health & Safety legislation, together with the responsibilities and duties of employers
2. Knows and understands the procedures and documentation in their organisation which recognise and protect their relationship with their employer. Health & Safety and Equality & Diversity training must be an integral part of the apprentice's learning programme
3. Knows and understands the range of sources of information and advice available to them on their employment rights and responsibilities. Details of Access to Work and Additional Learning Support must be included in the programme

4. Understands the role played by their occupation within their organisation and industry
5. Has an informed view of the types of career pathways that are open to them
6. Knows the types of representative bodies and understands their relevance to their skill, trade or occupation, and their main roles and responsibilities
7. Knows where and how to get information and advice on their industry, occupation, training and career
8. Can describe and work within their organisation's principles of conduct and codes of practice
9. Recognises and can form a view on issues of public concern that affect their organisation and industry.

Certification Requirements for ERR as of the 1st January 2014

As of the 1st January 2014 all providers and apprentices must complete 2 forms when claiming for the Apprentice's Foundation Apprenticeship Completion Certificate.

- Universal Employee Rights and Responsibilities Form
- Apprenticeship Certificate Claim Form which includes on and off the job training

Both forms need to be uploaded onto Apprenticeship Certification Wales (ACW) when claiming completion of the framework.

How equality and diversity will be met

Environmental conservation industry

The environmental conservation industry employees are mainly males (81%), which is higher than the Wales' average at 71%. Whilst the industry doesn't preclude females from working in the sector, it is suggested that the imbalance is due to an out-dated perception of environmental conservation employment as traditionally a male dominated industry despite many roles in environmental conservation being carried out by females. It is interesting to note that Further Education enrolments onto Environmental Conservation related learning programmes are also mainly male at an average of 60% compared with work-based learning enrolments 50%.

There are wide range of hands-on roles for people of all ages and abilities together with an increasing need for skilled managerial, high-tech and specialist people.

There are environmental conservation opportunities in areas including habitat and species management, countryside recreation, dry stone walling planning and parks, and even dealing with international issues such as climate change. These opportunities exist in a range of organisation from government departments to local authorities, charities and the voluntary sector. Employers are looking for employees who show enthusiasm and have basic employability skills such as team working and communication skills.

There are no actual barriers to recruitment into the industry. There may be some physical restrictions in parts of the environmental conservation industry especially while working in varying habitats and some requirement for physical work. This should not rule anyone out as there may be opportunities elsewhere in the industry.

Care should be taken by providers and employers that unfair discrimination does not occur.

Apprenticeships are seen as an important route to encourage and facilitate a greater diversity of individuals into the industry. Training providers MUST comply with the Equality Act 2010 to ensure that applicants are not discriminated against in terms of entry to the industry, using the nine legally protected characteristics of:

1. Age
2. Disability
3. Gender
4. Gender reassignment
5. Marriage and civil partnerships
6. Pregnancy and maternity
7. Race
8. Religion and Belief
9. Sexual orientation

Resolutions and further work

The units within the Diploma in Work-based Environmental Conservation have been written in collaboration with partner awarding organisations to ensure that they are free from bias, accessible to all apprentices and are applicable to a wide range of roles and businesses within Environmental Conservation. Because of the diverse nature of the Environmental Conservation sector the Diploma in Work-based Environmental Conservation has been developed from these units to allow maximum flexibility and choice within the rules of combination.

Lantra will work with the Environmental Conservation Industry to promote the need for skilled managerial, high-tech and specialist people. This will also take into account the need to increase female and ethnic participation in the industry. Activities will include:

- Increasing the awareness of the Environmental Conservation Level 2 and 3 Apprenticeship with specific promotions, in particular focusing on under-represented groups such as females
- Increasing marketing and communications highlighting the opportunities to a wide range of careers within and related to the sector
- Using Lantra's careers web pages to inform careers advisors and apprentices of the opportunities available in the industry.

On and off the job training

Summary of on- and off-the-job training

Legal Requirement

An apprenticeship framework must specify that on-and off-the-job training must either have been received:

- Whilst working under an apprenticeship agreement; or
- During a qualifying period ending on the date of application for an apprenticeship certificate.

A qualifying period of five years is recommended, if it was undertaken in relation to an accredited qualification contained in the framework for which an apprenticeship certificate is to be applied for.

Definition:

Off-the-job learning is characterised by formal or planned taught sessions delivered predominantly by qualified training staff.

On-the-job learning hours are those which enable the apprentice to demonstrate physical job-related skills and to practice and apply these in the context of the job. This type of learning will be delivered in the workplace.

Total learning hours

Foundation Apprenticeship (Level 2)

- As the duration of the Foundation Apprenticeship is flexible the total amount of learning hours, which includes both on and off the job training, will also vary. This will be between 1615 hours for 12 months and 3230 hours for 24 months. **Apprenticeship (Level 3)**

- As the duration of the Apprenticeship is flexible the total amount of learning hours, which includes both on and off the job training, will also vary. This will be between 1615 hours for 12 months and 3230 hours for 24 months.

Off-the-job training

Foundation Apprenticeship (Level 2)

As the duration of the Foundation Apprenticeship is flexible the amount of off-job training will also vary. It is recommended that this follows the current accepted ratio of 20%. This will be 323 hours per year off the job training, including mandatory attendance at an off the job training establishment or college during the training period.

Apprenticeship (Level 3)

As the duration of the Apprenticeship is flexible the amount of off-job training will also vary. It is recommended that this follows the current accepted ratio of 20%. This will be 323 hours per year off the job training, including mandatory attendance at an off the job training establishment or college during the training period.

How this requirement will be met

Training hours delivered under an Apprenticeship agreement may vary depending on the previous experience and attainment of the apprentice.

The amount of off-the-job training required to complete the Apprenticeship under the Apprenticeship agreement may then be reduced accordingly, provided the total number of off-the-job hours for this framework can be verified for Apprenticeship certification.

Previous attainment

Where a learner enters an Apprenticeship agreement having previously attained parts or all of the relevant qualifications, this prior learning needs to be recognised using either the Credit and Qualifications Framework for Wales (CQFW) credit transfer for achievements within the CQFW, or through recording of exemptions for certificated learning outside of the CQFW, for example Principal Learning Qualifications.

For learners who have already achieved the relevant qualifications, they must have been certificated within five years of applying for the Apprenticeship Certificate.

Previous experience

Where a learner enters an Apprenticeship agreement with previous work-related experience, this prior learning needs to be recognised (see CQFW guidance on claiming credit for further details). To count towards Apprenticeship certification, previous experience must be recorded using the appropriate awarding organisation's Recognition of Prior Learning procedures and the hours recorded may then count towards the off-the-job hours required to complete the Apprenticeship.

For learners with prior uncertificated learning experience, the off-the-job learning must have been acquired within five years of application for the Apprenticeship Certificate or have been continuously employed in the relevant job role in the industry for five years.

Off-the-job training needs to:

- Be planned, reviewed and evaluated jointly between the apprentice and a tutor, teacher, mentor or manager
- Allow access as and when required by the apprentice either to a tutor, teacher, mentor or manager
- Be delivered during contracted working hours
- Be delivered through one or more of the following methods: individual and group teaching, e-learning, distance learning, coaching, mentoring, feedback and assessment, collaborative/networked learning with peers, guided study and induction.
- Be characterised by formal or planned taught sessions delivered predominantly by qualified training staff.

Examples of off-the-job training for the Environmental Conservation Apprenticeship are:

- Different types of habitats and their requirements
- Environmental issues (Local and National)
- Essential skills in Communication and Application of Number
- First aid training
- Taught sessions contributing to employee rights and responsibilities knowledge
- Induction where activities are covered away from normal work duties.

Evidence of off-the-job training

- Level 2/3 Diploma in Work-based Environmental Conservation/
- Level 1/2 Essential skills - in Communication and Application of Number
- Employee rights and responsibilities
- Induction.

Foundation Apprenticeship/Apprenticeship

Essential Digital Literacy Skills has not been included within both levels of Apprenticeship. Following consultation with employers in the sector, it has been identified that the qualifications did not fit industry needs for both levels of Apprenticeship because the use of ICT in environmental conservation is limited, although it is recognised that ICT systems maybe used in some parts of the industry.

Essential Digital Literacy Skills is not mandatory within both levels of Apprenticeship, however the apprentice should be encouraged to undertake this as it provides valuable skills. This will be monitored and reviewed in the future.

Off-the-job training must be recorded in a diary, workbook, portfolio or attendance records. This evidence needs to be checked and signed by the assessor and employer.

On-the-job training

For this framework the amount of on-the-job training is as follows:

Foundation Apprenticeship (Level 2)

Environmental Conservation pathway - a minimum of 1292 on-the-job training hours per year must be delivered throughout the 12 - 24 month duration of the programme.

Apprenticeship (Level 3)

Environmental Conservation pathway - a minimum of 1292 on-the-job training hours per year must be delivered throughout the 12 - 24 month duration of the programme.

...

How this requirement will be met

These hours may vary depending on previous experience and attainment of the apprentice. Where a learner enters an Apprenticeship agreement having previously attained or acquired the appropriate competencies or knowledge, this prior learning needs to be recognised and documented using the relevant method of credit transfer, exemption or RPL procedures (as off-the-job above). The amount of on-the-job training required to complete the Apprenticeship under the Apprenticeship agreement may then be reduced accordingly, provided the total number of on-the-job hours for this framework can be verified for Apprenticeship certification.

Apprentices who commence training under a new Apprenticeship agreement with a new employer may bring a range of prior experience with them. When an apprentice can claim towards the on-the-job framework total through prior learning acquired from previous full-time education, employment or other vocational programmes, then the apprentice's learning programme should include 'customisation' allowing for RPL.

Training providers are encouraged to identify additional on-the-job training programmes that customise the learning to the new workplace. Customisation programmes may include selecting appropriate additional unit(s) from QCF qualifications, or relevant units recognised as Quality Assured Lifelong Learning (QALL) through a Credit and Qualifications Framework Wales (CQFW) recognised body, or follow Essential Skills at a level higher than that specified in the framework, include one or more Wider Key Skills or other competency-based qualifications/units relevant to the workplace.

For apprentices who have already achieved the relevant qualifications, they must have been certificated within five years from the date of application for the Apprenticeship Certificate or have been continuously employed in the industry for five years.

Job roles within the Environmental Conservation Apprenticeship require a thorough level of technical competence and knowledge, which will be undertaken through work-based training, practice and experience.

On-the-job training needs to:

- Be planned, reviewed and evaluated jointly between the apprentice and: a tutor, mentor or manager
- Allow access as and when required by the apprentice either to a tutor, mentor or manager Be delivered during contracted working hours
- Be delivered through one or more of the following methods: individual and group teaching, e-learning, distance learning, coaching, mentoring, feedback and assessment, collaborative/networked learning with peers, guided study and induction
- Be those learning hours which enable the apprentice to demonstrate practical job-related skills and to practise and apply these in the context of the job. This type of learning will be delivered within the workplace.

Examples of on-the-job activities that a learner will be focusing on within the workplace for the Environmental Conservation Apprenticeship are:

- Habitat management
- Waste management
- Safe use of equipment
- Environmental awareness
- Employability skills
- Team working and communications
- Task specific workplace instruction or team briefings
- Taught sessions by the workplace line manager/instructor as opposed to formal planned taught sessions off-the-job on employee rights and responsibilities knowledge
- Induction where activities are covered within normal work duties.

Evidence of on-the-job training

This will be collected through the following:

- Level 2/3 Diploma in Work-based Environmental Conservation/
- Level 1/2 Essential Skills in Communication and Application of Number.

Foundation Apprenticeship/Apprenticeship

Essential Digital Literacy Skills has not been included within both levels of Apprenticeship. Following consultation with employers in the sector, it has been identified that the qualifications did not fit industry needs for both levels of Apprenticeship because the use of ICT in environmental conservation is limited, although it is recognised that ICT systems may be used in some parts of the industry.

Essential Digital Literacy Skills is not mandatory within both levels of Apprenticeship, however the apprentice should be encouraged to undertake this as it provides valuable skills. This will be monitored and reviewed in the future.

On-the-job training must be recorded in either a diary, workbook, portfolio or verified by attendance records. This evidence needs to be checked and signed by the assessor and employer.

Wider key skills assessment and recognition

While Wider Key Skills are not a **mandatory** part of the framework, training providers are encouraged to provide apprentices the opportunity to achieve them.

Improving own learning and performance

Industry felt that improving own learning and performance is sufficiently covered by the planning, monitoring and evaluating of the apprentice's progress within the review carried out with their supervisor and tutor.

However, providers and apprentices are encouraged to record where and when these Wider Key Skills are being used so that evidence can be gathered to allow apprentices to claim RPL for these skills in the future.

Working with others

Industry felt that working with others was sufficiently covered by the whole Apprenticeship programme as apprentices will be working in a small team in an environmental conservation establishment.

However, providers and apprentices are encouraged to record where and when these Wider Key Skills are being used so that evidence can be gathered to allow apprentices to claim RPL for these skills in the future.

Problem solving

Industry felt that problem solving was sufficiently covered by the environmental conservation competence qualification as apprentices will be resolving problems as part of their learning and work.

However, providers and apprentices are encouraged to record where and when these Wider Key Skills are being used so that evidence can be gathered to allow apprentices to claim RPL for these skills in the future.

Additional employment requirements

Level 2 Foundation Apprenticeship

For the Foundation Apprenticeship the Environmental Conservation industry has requested the completion of **three** of the following Additional Employment Requirements, one Mandatory and two Optional. These additional employment requirements will enhance the Apprenticeship and facilitate employment within the industry. Additional Employment Requirements are not required for certification and may not be funded.

Mandatory

Emergency First Aid (one-day course meeting the requirements outlined by Health and Safety Executive HSE)

Two other accredited, legislative or nationally recognised occupational tests relevant to the industry (suggested list below):

- Sustainable Management of Natural Resources (SMNR)
- Safe Use of Pesticides (PA1 + PA2 or PA6)
- Ride on Mower
- Level 2 Certificate in Dry Stone Walling

Recommended but not mandatory:

- Organisational skills
- Administration skills
- Computer literacy skills

Level 3 Apprenticeship

For the Apprenticeship the Environmental Conservation industry has requested the completion of **three** of the following Additional Employment Requirements, one Mandatory and two Optional. These additional employment requirements will enhance the Apprenticeship and facilitate employment within the industry. Additional Employment Requirements are not required for certification and may not be funded.

Note: If an apprentice has previously achieved the Level 2 Foundation Apprenticeship, it is recommended that they take different courses.

Mandatory:

- Emergency First Aid (one-day course meeting the requirements outlined by Health and Safety Executive HSE)

Two other accredited, legislative or nationally recognised occupational tests relevant to the industry (suggested list below):

- Sustainable Management of Natural Resources (SMNR)
- Safe Use of Pesticides (PA1 + PA2 or PA6)
- Ride on Mower
- Chainsaw maintenance and operation
- Safe use of trimmers/brush cutters
- ATV driving
- Tractor driving
- Driving with a trailer
- Manual handling

Level 3 Certificate in Dry Stone Walling

Recommended but not mandatory:

- Organisational skills
- Administration skills
- Computer literacy skills

apprenticeship **FRAMEWORK**

For more information visit-
www.acwcerts.co.uk/frameworks-library

