



Sustainability Business Specialist End Point Assessment

Module Descriptor

Module Code:	SUS7EPA
Version:	V2.00
Status:	Final
Date:	12/08/2025

Summary Module Details

Module details

Module Title: Sustainability Business Specialist End Point Assessment

Module Leader: Jordan Turner

Module Mode: Supported online learning

Semester: Autumn (UK) and Spring (UK)

Level: 7

Credits: 40

Learning Hours: 400

Contact & Study Hours

Directed Study Time: 66 hrs (16.5%)

Self-directed Study Time: 334 hrs (83.5%)

Assessment Type

Work-based Project (consisting of a report, presentation and questioning)

Technical Interview (underpinned by a portfolio of evidence)

Module Summary

This module is the final element of the student's apprenticeship journey. Having successfully achieved all mandatory elements of the apprenticeship programme to date, as signed off by the employer and University of the Built Environment, students will be enrolled on this module in order to prepare for, and undertake, the government-approved End-Point Assessment (EPA). The EPA can only start once all gateway requirements, as outlined in the [Sustainability Business Specialist Integrated Degree Apprenticeship Standard End-Point Assessment Plan \(opens a new window\)](#), have been met and evidenced to the end-point assessment organisation (EPAO).

Students will collate and present evidence in a variety of ways to demonstrate their achievement of the Standard's Knowledge, Skills and Behaviours (KSBs) competencies and how these have been developed and applied throughout the programme. The EPA consists of two discrete assessment methods: a work-based project, consisting of a report, presentation and questioning and a technical interview, underpinned by a portfolio of evidence.

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Taken on which Programmes

MSc Innovation in Sustainable Built Environments (C for apprentices)

Core (C) or Elective (E)

Module Aims

This module aims to:

- Confirm that each apprentice has developed, and can demonstrate, all the competencies required by the Apprenticeship Standard; and
- Ensure that each apprentice is prepared to undertake the End-Point Assessment of their programme.

Module Learning Outcomes

- LO1. Demonstrate the knowledge, skills and behaviours outlined in the [Sustainability Business Specialist Apprenticeship Standard \(opens a new window\)](#).
- LO2. Reflect on, and evaluate, own practice and justify decisions taken and methods used in real world scenarios.
- LO3. Critically analyse complex issues and problems and recommend solutions that align with legal, regulatory and ethical frameworks.
- LO4. Make judgements and communicate in a clear and professional manner.

Indicative Module Content

Module topics

This module is the culmination of the student's apprenticeship journey and as such provides the space for the individual to reflect on their own development, evaluate their development throughout the programme and evidence their occupational competence.

Industry specific content which is relevant to the Assessment Plan will be provided throughout the programme.

This content will be reviewed and updated regularly to reflect the legal, moral and financial changes in professional standards and practice.

Learning, Teaching and Assessment Strategy

Apprentices will be supported on an individual basis, by their Professional Practice Session Facilitators (PPSFs) using both face-to-face and virtual mechanisms, and in their workplace by their Workplace Mentors to be able to undertake the end-point assessment. These support mechanisms will include use of Padlet (or similar) to enable students to gain tutor and peer review of their progress which then informs their reflection submission. At this time, further individual guidance by the tutor/mentor can occur before the final submission.

The apprentice will be assessed against the KSBs assigned to the assessment methods outlined below, as shown in Appendices A-C.

The assessment consists of two elements:

1. Work-based project (WP)

The work-based project consists of a report, presentation and questioning.

1. a. Report:

The report should be 12,000 words (+/- 10%), excluding references, diagrams, appendices and the abstract. The project should relate to the apprentice's industry.

The project report must include as a minimum:

- background
- project brief detailing targets
- project research
- project plan
- implementation – how targets were achieved
- risk analysis
- challenges faced
- project outcomes

Supporting evidence and a mapping of the evidence to the relevant KSBs must be provided in an appendix (it is expected that each piece of evidence will cover multiple KSBs). The appendix must also include a statement from the employer authenticating the apprentice's evidence.

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1. b. Presentation and questioning:

The 60-minute presentation on the work-based project will typically include a presentation of 30 minutes and questioning for 30 minutes.

The presentation will be made to the independent assessor and must cover the KSBs assigned to this assessment method.

The presentation must include:

- a summary of the project report
- an explanation of how and why specific techniques and criteria have been selected
- improvements moving forward
- recommendations
- a critical evaluation of the project.

Following the presentation, the independent assessor will ask a minimum of five questions to confirm that the apprentice has the knowledge, skills and behaviours assigned to this method of assessment (see Appendix A).

2. Technical interview (TI)

The technical interview will last 60-minutes and will be led by an independent assessor. The independent assessor will ask a minimum of 5 questions to assess apprentices' KSBs, as outlined in the appendix.

Further details of the requirements for the assessments can be found in the [Sustainability Business Specialist Integrated Degree Apprenticeship Standard End-Point Assessment Plan](#) (opens a new window)

Overview of Summative Assessment

Module learning outcomes	Assessment	Word count or equivalent	Weighting
LO1, LO2, LO3, LO4	Assessment 1 Work-based project (WP) 1a Report	Report: 12,000 words	See grid below
		Presentation file (format to be advised)	

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	1b Presentation	60 minutes	
LO1, LO2, LO3, LO4	Assessment 2 Technical interview (TI) underpinned by portfolio of evidence	60 minutes	See grid below

Module Pass Mark – See grid below

Performance in the EPA will determine the **overall apprenticeship grade** of fail, pass, merit, distinction.

Each assessment method will be graded fail, pass, merit, distinction.

In order to gain a pass or higher in the EPA, apprentices must achieve a minimum of a pass in both the work-based project and the technical interview; a fail in either assessment method will result in an overall fail.

The grades for both assessment methods will be combined to determine the overall grade of pass, merit or distinction. The table below shows how the grades must be combined to determine the EPA/apprenticeship grade. The grading structure reflects the greater size of work-based project.

Work-based project (WP) grade	Technical interview (TI) grade	EPA/apprenticeship grade
Fail	Any grade	Fail
Any grade	Fail	Fail
Pass	Pass	Pass
Pass	Merit	Pass
Pass	Distinction	Merit
Merit	Pass	Merit
Merit	Merit	Merit
Distinction	Pass	Merit
Merit	Distinction	Merit
Distinction	Merit	Distinction
Distinction	Distinction	Distinction

Achievement at pass will demonstrate that the apprentice has met all of the requirements of the occupational standard. An apprentice who achieves a merit or distinction will be demonstrating performance above the minimum requirements of the occupational standard.

The criterion for each assessment can be found in appendices A-C, extracted from the Sustainability Business Specialist Assessment Plan.

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If you fail the module your employer will decide whether you are eligible for a resit or retake, in line with University of the Built Environment regulations, and you will be notified of the course of action you need to take.

Key Module Learning Resources

Core Sources and Texts

The core resources and further reading for this module are all online materials, these resources have been specifically selected from a wide range of sources and brought together by the University of the Built Environment online library experts and have been collated into an online resource report.

A direct link will be added to the VLE Module page and referenced in the Apprenticeship Training Plan (ATP). This will enable the apprentice in conjunction with their Professional Practice Session Facilitators (PPSFs) and their workplace mentor to access the texts at the time these resources are most relevant to the competencies being developed as part of their EPA.

EPAOs will produce the following material to support the presentation and questioning and technical interview:

- question bank, with questions of sufficient size to prevent predictability and review them regularly (and at least once a year) to ensure they are fit for purpose
- independent assessor training materials
- assessment specifications
- grading guidance
- assessment recording documentation.

Module tools

The module content is delivered via audio, video, screen-based presentation, and e-learning.

Formative feedback (i.e., non-graded advice and feedback) is provided via 1:1 tutorials.

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Professional online resources

The e-Library provides access to trusted, quality online resources, selected by subject specialists, to support students' study. This includes journals, industry publications, magazines, academic books and a dissertation/work-based library. For a list of the key industry specific and education resources available please visit [the VLE e-Library](#).

Other relevant resources

Access is also provided to further information sources that include the British Library and Open University UK catalogues, as well as providing a monthly current awareness service entitled, **Knowledge Foundations** – a compendium of news, research and resources relating to the educational sector and the Built Environment.

The module resource list is available on the module VLE page and is updated regularly to ensure materials are relevant and current.

Much of the Information from this module descriptor has been drawn directly from the [Sustainability Business Specialist Integrated Degree Apprenticeship Standard End Point Assessment Plan \(opens new window\)](#), Institute for Apprenticeships & Technical education, Accessed 25.07.2025

Appendices

Appendix A Mapping of Assessment Methods

The table below maps the assessment methods against the knowledge, skills and behaviours of the Sustainability Business Specialist Apprenticeship Standard.

Assessment method	Key
Work-based project	WP
Technical interview	TI

Knowledge

Knowledge statement	Assessment method
K1: The global social, environmental, economic and ethical pressures affecting business, government and society	WP
K2: The social, economic, philosophical, political, technological and regulatory environment and potential levers to drive change	WP
K3: How different cultures, customs and business practices impact on how the organisation works on a global scale	WP
K4: How life cycles analysis or whole lifestyle costings work, including foot printing	TI
K5: How to build sustainable communities for the future	WP
K6: Utilising continuous improvement techniques such as Kaizen and LEAN to drive the sustainability agenda within the organisation such as through the reduction of waste or recycling.	TI
K7: How to identify probable sustainability issues at each stage of the end-to-end supply/value chain and how they can be resolved or mitigated.	WP
K8: The principles of being the best "neighbour" in the local community taking into account issues such as emissions, engaging with the local community, road access	TI

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K9: How to identify sustainability key stakeholders and their roles	WP
K10: The design of environmental systems to meet ISO17021 and how to embed them within the business to drive standards in line with ISO 14001 and customer codes of practice	WP
K11: How external factors can influence consumer behaviour and how they can be overcome	TI
K12: Sustainable technologies relevant to own sector	TI
K13: The principles and practices of internal and external audits as specified in ISO 19001	WP
K14: The macro environmental factors which influence the sector such as climate change, water resource and pollution and their impact on business practice	WP
K15: Key principles which identify the "Ethical Business" and how to put it into practice	WP
K16: How the organisation design and structure can drive or hinder sustainability practices	TI
K17: How to communicate sustainability messages effectively internally at all levels of the organisation or externally to key stakeholders	TI
K18: Transformational leadership and change management in areas such as creating a vision for the future, motivating and inspiring others to engage with the vision and coaching and mentoring others and building a team to achieve the vision	TI
K19: How to research, critically evaluate and present business information; utilising statistical/analytical skills to interpret primary/complex data	WP

Skills

Skills statement	Assessment method
S1: Conceptualise and resolve ethical, corporate social responsibility and sustainability issues within the business	WP

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S2: Devise and implement achievable and viable sustainability strategies for the organisation	WP
S3: Critically evaluate sustainability issues and trends which may impact on business performance	WP
S4: Analyse sustainability performance data and develop the appropriate business response in line with ISO14001, legislative and customer codes of practice	WP
S5: Assemble and drive resource efficiency including auditing in line with ISO19001 and ISO 17021 and consulting on energy, water, waste, materials, packaging	WP
S6: Develop a global procurement Standards and Governance strategy, breakthrough ideas, best-in-class approaches, bringing the outside inside including innovation and sustainability, and managing the sourcing cycle and supplier relationship management system effectively by liaising with the procurement function	TI
S7: Formulate and co-ordinate a business response on sustainability issues to internal and external stakeholders	WP
S8: Lead and manage organisational sustainability projects, such as life cycle analysis or foot printing to drive change throughout the business	WP
S9: Identify, influence and manage key stakeholders across different business functions	TI
S10: Support the organisation at all stages of the internal and external audit process	WP
S11: Lead, coach and manage a multidisciplinary team to achieve organisational sustainability objectives	TI
S12: Identify, assess, and prioritise sustainability risks within the organisation and utilise resources to mitigate, control and monitor the probability and/or impact of such events	WP
S13: Design, implement and evaluate the internal and external environmental audit schedule in line with ISO 19001 and ISO 17021 to drive improvements	WP

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S14: Appraise the impact of current global economic issues to the viability of sustainability projects and its impact on profitability	WP
S15: Lead the corporate social responsibility agenda for the organisation	WP

Behaviours

Behaviour statement	Assessment method
B1: Problem solving: take a holistic approach to solving complex problems	WP
B2: Integrity and respect: listens to others and seeks to build understanding; embraces the diversity of colleagues and makes complex issues easy for others to understand	TI
B3: Networking: Establishes internal and external networks to keep current knowledge of sustainability trends and issues up to date	TI
B4: Personal effectiveness: demonstrates a high level of self-awareness and is emotionally intelligent; adapts behaviour easily dependent upon situation and impact to achieve desired result	WP
B5: Influencing and negotiation: act as a subject matter expert to inspire others to achieve business goals; adapts language and communication medium to seek agreement; proactively communicates clearly, concisely and on a timely basis; is inventive about win-win options to gain majority consensus	TI
B6: Ethical: demonstrates, and champions in others, a healthy respect for key moral principles that include honesty, fairness, equality, dignity, diversity and individual rights	TI
B7: Responsiveness to change: flexible to changing demands; resilient under pressure	TI
B8: Innovation: demonstrates curiosity to foster new ways of thinking and working; seeks out opportunities to drive forward change and improvements for the business	WP

The statements listed above are higher order statements, they encapsulate all of the KSB statements within the occupational standard. See mapping in Appendix B.

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Appendix B Grading criteria and descriptors

Work-based Project

The table below maps the grading criteria against the knowledge, skills and behaviours of the Sustainability Business Specialist Apprenticeship Standard to be assessed by the workplace project

All Pass criteria must be achieved for a Pass grade in this assessment method.

3/5 or 4/5 Distinction statements must be achieved for a Merit grade in this assessment method.

5/5 Distinction statements must be achieved for a Distinction grade in this assessment method.

Theme mapped to K/S/B	Pass	Distinction
External and internal business sustainability Mapped to: K1, K2, K5, K9, S2, S3,	Apply a systematic understanding and critically evaluate the social, environmental, and ethical contexts and trends within which key stakeholders operate and apply this knowledge to devise sustainability strategies at an appropriate level.	Evaluate the social, environmental, and ethical contexts within which key stakeholders operate, devise and evaluate sustainability strategies at a number of levels within the business.
Ethical and sustainability management Mapped to: K3, K15, S1, S14,	Apply an international approach to identify the impacts of globalisation on businesses, societies and the environment and to evaluate ethical and sustainability issues, identifying solutions with reference to corporate social responsibility and profitability.	Demonstrate the ability to take an international perspective, analysing the impact of globalisation on businesses, societies and the environment and to resolve complex ethical and sustainability issues with reference to corporate social responsibility
Technical solutions to sustainability issues	Identify and research the impact of macro	Evaluate the impact of macro environmental

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Mapped to: K10, K13, K14, K19, S4, S5, S10, S12, S13, B1, B8	environmental factors (e.g., climate change, pollution) on business practice from statistical analysis of sustainability performance data. Apply a knowledge of sustainable technologies designed to mitigate the challenges and solve problems caused by environmental factors to develop improved organisational standards and responses through sound judgements which are communicated to a range of audiences via various means (i.e. presentation) and monitor their effectiveness through the use of internal and external environmental audits.	factors (e.g. climate change, pollution) on business practice. Evaluate the use of internal and external environmental auditing to drive standards in sustainable practice, implementing emerging innovative practice in sustainable technologies designed to mitigate environmental challenges to make sound judgments and communicate conclusions clearly to a range of audiences.
Organisational data management and analysis Mapped to: K7, S7, S8	Lead and drive forward business change projects (such as life cycle analysis or foot printing) to design and implement systems that include the management of resources, identification and resolution/mitigation of sustainability issues, financial operations and environmental auditing to encompass the	Design, implement and evaluate a range of systems to include the management of resources, financial operations and environmental auditing to encompass the supply chain, procurement, logistics and quality systems. Conduct research and enquiry to analyse the resulting data to produce creative and

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	supply chain, procurement, logistics, quality systems. Conduct research and enquiry in order to analyse the resulting data used in decision-making and resolve highlighted issues at each stage of the end-to-end process. Creates and co-ordinates appropriate business responses on sustainability issues which address internal and external stakeholder needs and that are updated at appropriate frequency via a Communications Plan.	entrepreneurial solutions to complex issues.
Leadership and decision making Mapped to: S15, B4	Identify different leadership styles to be used in the recognition and management of ethical dilemmas, corporate social responsibility and sustainability issues, ensuring personal standards are upheld when challenged.	Adapt appropriate leadership styles to address ethical dilemmas, as well as corporate social responsibility and sustainability issues, ensuring appropriate decision-making, applying ethical and organisational values to design innovative and creative solutions to drive forward change and improvement for the business.

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Appendix C Grading criteria and descriptors

Technical Interview

The table below maps the grading criteria against the knowledge, skills and behaviours of the Sustainability Business Specialist Apprenticeship Standard to be assessed by the technical interview.

All Pass criteria must be achieved for a Pass grade in this assessment method.

2/4 Distinction statements must be achieved for a Merit grade in this assessment method.

3/4 Distinction statements must be achieved for a Distinction grade in this assessment method.

Theme mapped to K/S/B	Pass	Distinction
Negotiating and influencing Mapped to: K8, K11, K17, S9, B2, B3, B5, B6	Demonstrate effective oral and written communication of ideas and arguments, demonstrating an understanding of the needs of others and delivering resolution to issues and problems. Identifies and develops relevant internal and external stakeholder contacts who can be drawn upon to discuss emerging issues in sustainability.	Implement effective communication techniques through skilled networking and listening using both oral and written communication of ideas and arguments, demonstrating empathy and delivering resolution to complex issues and problems.
Leading and coaching Mapped to: S11	Demonstrate achievement of organisational sustainability objectives by leadership, coaching and managing a multidisciplinary team.	Design organisational sustainability objectives and deliver these through leadership, progressive coaching and the management of a multidisciplinary team.
Business development to deliver continuing	Analyse, develop and implement appropriate	Challenge preconceptions and

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improvement in sustainability parameters Mapped to: K4, K6, K18, S6, B7	strategies (including lifecycle analysis and foot-printing) to deliver improvements to the sustainability of the business in more than one of the three dimensions of sustainability, through the use of continuous improvement techniques such as Kaizen or LEAN, demonstrating responsiveness to changing demands, demonstrating flexibility and resilience.	functional boundaries by analysing, synthesising, developing and implementing innovative and appropriate strategies (including lifecycle analysis and foot-printing) to deliver significant improvements to the sustainability of the business in social, environmental and economic dimensions in a changing environment, through the use of continuous improvement techniques such as Kaizen or LEAN, by responding rapidly and flexibly to changing demands and exhibiting resilience under pressure
Embedding sustainable technologies and practices within the business Mapped to: K12, K16	Appraise the emerging technologies and practices available to enhance sustainability within the business and consider how these might be utilised to bring about improvement to sustainable practices.	Critically evaluate the emerging technologies and practices available to enhance sustainability within the business and assess the value of these in various contexts to devise bring about significant improvement to sustainable practices of value to the wider business community.