

Coding the ILR for Level 3 National Skills Fund 2020/2021

Version 1 – April 2021

This document sets out the details of data about Further Education (FE) learners, and their learning that must be collected by colleges, independent training providers and local authorities contracted by the West Midlands Combined Authority (WMCA).

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Introduction

This document provides a technical specification of ILR data collection requirements, for those who make data returns, implement data specifications and design information systems; including management information (MI) managers, software writers and suppliers.

The data collected is used to calculate funding due to FE providers, for performance monitoring, future planning and to ensure that public money is being spent in-line with WMCA priorities.

The funding model being referred to within this document is Funding Model 35 (This field identifies the funding model type used to fund the learning aim) and will reference those learners only with a WMCA home postcode at the start of each learning aim undertaken. The source of funding code for WMCA funded learners is 112. This will identify the specific funding agency that is providing the funding for the learning aim.

The WMCA postcode list will be published by the ESFA on the 1st August 2020:

<https://www.gov.uk/government/publications/adult-education-budget-aeb-postcode-files>

The information here does not cover information already provided to providers by the ESFA or WMCA within the following, but not limited to:

- ESFA:
 - ILR specification, validation rules and appendices 2020 to 2021
 - Provider Support Manual 2020/21
- WMCA
 - WMCA AEB Funding Rules
 - WMCA Postcode ONS
 - WMCA AEB Payment and Performance Management

Please read the requirements for Funding Model 35 in the above documents before reading the following document.

This guidance will go through how the WMCA will require the provider to code the National Skills Fund in the ILR depending on if the aim is being funded via grant (non-procured) or procured, following a bid for growth (colleges) or competitive tender (Independent Training Providers).

The document will refer to the use of Devolved Area Monitoring (DAM) codes. These codes will be used to monitor delivery of specific priorities in the WMCA. They are similar to Learning Delivery Monitoring (LDM) codes (used for ESFA funded learners) but these are required for use with aims funded by combined authorities specific initiatives only. There will be six DAM code fields available to be used against each learning aim.

Level 3 National Skills Fund

The WMCA will be fully funding those learners who are aged 19 or over, studying the first full level 3 on qualifications designated for the National Skills Fund (NSF).

The following conditions apply:

- Aged 19 or over on 31 August 2020.
- The learner has not studied a full level 3 or higher previously.
- The Level 3 aim must be on the list published by the ESFA **AND** agreed for delivery by the WMCA.

The ILR must be coded as followed:

ILR Name	ILR code	Mandatory	Notes
PriorAttain	9, 7, 1, 99, 2	Y	Entry, Other qualifications below level 1, Level 1, No Qualifications, Level 2
LSDPostcode	Learner Postcode	Y	Student must have a WMCA postcode
LearnStartDate	>=01/04/2021	Y	Aim start date must be on or after 01/04/2021
FundModel	35	Y	
SOF	112	Y	
FFI	1	Y	Indicates the learning aim is fully funded
DAM	002	N	Required for Procured AEB i.e. All ITP provision and if activity is part of the Grant Growth Contract award
LDM	378	Y	Level 3 Adult offer (Needed to generate uplift payment and identify as NSF)

There is no requirement for the provider to use DAM code 023 for these aims. Please do not input this into your ILR data as the aim may not be valid when received by the WMCA and may not be paid.

The WMCA will pay the same uplift rate as the ESFA. Only level 3 qualifications on the NSF list adult offer will attract an uplift. There are two different uplifts:

- National Skills Fund level 3 adult offer rate 1: £600 for eligible aims in category code 45 on LARS
- National Skills Fund level 3 adult offer rate 2: £150 for eligible aims in category code 46 on LARS

When qualifications are added to the funding eligibility list, they will become eligible for funding from that publication date, and not be backdated to the start of the Level 3 adult offer (1 April 2021).

Only aims that have been agreed with the WMCA for delivery can be submitted in the ILR. Any that have not been approved and sent in the ILR will not be paid.

Destination and Progression data

As stated in paragraph 93 of the WMCA Funding Rules 20/21:

‘...all destinations and/or progression details are a mandatory requirement for WMCA residents, this includes Community Learning...’

As most providers will know, all AEB providers are mandated to populate the learner’s destination after they have finished their learning aim otherwise this will cause an ILR error. What we do not expect is this to be populated with ‘Not Known’ or ‘Other’. Many providers automatically default to one of these two destinations as soon as it appears as an error in their rule violations.

Destination and Progression is a very important metric to the WMCA and it helps us to understand the learner journey and whether provision is meeting West Midlands priorities.

Regardless of whether the provision you are delivering has a job outcome payment attached to it, we expect the learner destination and progression entity in the ILR to accurately reflect the learner’s journey. Providers must be able to substantiate destinations reported as part of any audit/compliance review.

We will closely monitor this entity in 20/21 and will be speaking to those providers that we feel are using ‘Not known’ or ‘Other’ more than we would expect and ask them to take corrective action.

Data Validation

Below are the current validation rules the WMCA will use in 20/21:

- Providers can only use DAM code 001 if they have had approval from the WMCA. This DAM code allows the provider to fund learners outside the WMCA region and switches off the current postcode validation rules. If the provider uses DAM code 001 for a postcode within the WMCA, we will invalidate this aim and it will not be funded.
- Grant providers (with aims that are part of a successful growth bid) and **ALL** Independent Training providers must use DAM code 002. This code is required to distinguish procured AEB from allocated AEB.
- The WMCA will not fund an aim if the provider returns an Employment Status of 98 - Not known / not provided. We expect all our providers to collect an employment status of either 10, 11 or 12.
- The use of Postcode ZZ99 9ZZ in the Learning Start Date Postcode – LSDPostcode field must be kept to a minimum. This postcode is intended to be used where the postcode is unknown, or the learner is in a postcode that is not in the latest FIS validation but in the WMCA. We expect this to be checked and updated every month by the provider.
- The WMCA will monitor the use of DAM code 023 and if it is not used in one of the ways detailed in this document then the WMCA will not pay for it.