

WEST MIDLANDS COMBINED AUTHORITY



Digital Bootcamp Guidance (For the funding year 1 August 2022 to 31 July 2023) Version 1

Issue date;	July 2022
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Contents

1. Introduction and purpose	3
2. Eligibility.....	3
3. Digital bootcamp programme.....	3
4. Priority Groups.....	4
5. Payments.....	4
6. Performance management	5
7. Digital Bootcamps audit/compliance and quality.....	5
8. Evidence requirements	6
9. Start.....	6
10. On programme	6
11. Completion.....	6
12. Jobs outcome/Progression in work	6
13. ILR Coding	6
14. Approved Digital Bootcamps	7

1. Introduction and purpose

- 1.1. Nationally there is a widely reported skills shortage within Digital roles and capabilities. The West Midlands is seeing an increase in the requirements for a digitally enabled and skilled workforce.
- 1.2. On the back of the initial success of the bootcamps, the WMCA incorporated Digital Bootcamps into AEB through competition and provide a sustainable programme across the WMCA area.
- 1.3. Through the devolved powers that the WMCA now holds through having the responsibility of the Adult Education Budget (AEB), WMCA will support the digital capabilities of the region with the right talent, skills, and qualifications to thrive in the sector.
- 1.4. WMCA's adult offer will provide the training required for residents to both enter digital roles and develop further skills to support in-work progression to better-paid job roles.

2. Eligibility

- 2.1. Eligibility for Skills Bootcamp is in line with the Learner Eligibility [Skills programme funding rules](#). Please ensure you have checked that residents meet these rules.
- 2.2. The low wage threshold doesn't apply to Digital Bootcamps; however, we would expect the prime focus to be on residents that fall below the low wage threshold.

3. Digital Bootcamp programme

- 3.1. The core focus of the Digital Bootcamps is to help unemployed, economically inactive and career change residents in the WMCA administrative area to enter digital roles beyond entry-level. These bootcamps can also be used to support employed residents to gain the skills required to secure more digital responsibility or promotion within existing employment
- 3.2. The mandatory requirements for digital Bootcamp provision are as follows:
 - 3.2.1. A guaranteed job interview for a genuine digital vacancy
 - 3.2.2. An increase in digital responsibility within current employment to be demonstrated by a letter from the employer
 - 3.2.3. A change of job role to be demonstrated by an employment contract/job offer letter
 - 3.2.4. The participant declared themselves as self-employed and completed the relevant paperwork
 - 3.2.5. Certificate of achievement
 - 3.2.6. Although we are not stipulating that specific vendor qualifications or accredited qualifications are delivered, these can be included where it is deemed necessary to secure a positive outcome
 - 3.2.7. Clear and structured support in securing employment both during the Bootcamp and upon completion

3.2.8. A minimum of 70% of completers progress into a positive outcome (as defined above)

3.3. The minimum performance level for Digital Bootcamp positive outcomes is 70%. Therefore, it's vital that employers are engaged in the development of the offer from the beginning and the provision of guaranteed interviews leading to employment and content creation for employed learners.

4. Priority Groups

4.1. The table below sets out further context of what is important to us in terms of those in areas of deprivation, priority groups, priority cohorts and priority aims and sectors.

Priority Groups	Priority cohorts
24+ unemployed Adults looking to improve skill levels and career prospects through re-training	BAME groups with high levels of economic inactivity and/or unemployment who are underrepresented within digital roles Carers Refugees
24+ adults in employment needing additional skills to secure a promotion or additional responsibility	Women seeking to access employment in non-traditional sectors

5. Payments

5.1. Payments for the delivery of the AEB procured provision are made monthly in arrears against the services delivered and against the maximum contract value. Providers will be working within the agreed payment models:

5.2. Payments will be made.

5.2.1. Start

5.2.2. On programme

5.2.3. Progression into work or progression in work

5.3. Payments will be calculated based on ILR submission. Providers must ensure they have the audit evidence to support these payments.

5.4. Providers will be working within the agreed payment models.

5.5. Submission claims for each aim will be paid as follows.

Submission type	Payment calculation
Start	Upon adding a learning aim
On Programme	When the 50% on programme threshold has been reached, depending on Start and Planned end dates
Progression	Entry to a job or progression in work

6. Performance management

- 6.1. The performance will be managed through the new WMCA risk-based performance management process. Based on performance this may lead to reductions/increases in the maximum contract value for AEB procured provision.
- 6.2. The WMCA will review performance at the dates set out in the planning cycle
- 6.3. Please refer to the Provider [payments and performance management rules](#)

7. Digital Bootcamps audit/compliance and quality

- 7.1. The focus of the Digital Retraining bootcamps was designed to help unemployed, economically inactive and career change residents in the WMCA administrative area to enter digital roles beyond entry-level. These bootcamps can also be used to support employed residents to gain the skills required to secure more digital responsibility or promotion within existing employment
- 7.2. As Adult Education Budget is utilised to fund Digital Bootcamps, this provision falls under the Skills Programmes Funding Rules and Payment and Performance Framework which are published on the WMCA website. In addition to these funding rules, the delivery requirement of Digital bootcamps is set out as below.

Bootcamp	Delivery Requirements	Positive Outcome Requirement
11 – 16-week full-time bootcamp	Minimum of 25 GLH per week Evidence of content creation/validation with employer partners Evidenced IAG to ensure learners' suitability Certificate of achievement Vender qualification (not essential) Clear and structured support in securing employment both during and upon completion	70% of learners secure: Entry into employment Entry into self-employment A promotion within an existing workplace A significant increase in digital responsibility within an existing workplace

<p>16 – 24 Week Part-time Bootcamp</p>	<p>Minimum of 10 GLH per week Evidence of content creation/validation with employer partners Clearly evidenced IAG to ensure learners' suitability Certificate of achievement Vender qualification (not essential) Clear and structured support in securing employment both during and upon completion</p>	<p>70% of learners secure: Entry into employment Entry into self-employment A promotion within an existing workplace A significant increase of digital responsibility within an existing workplace</p>
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8. Evidence requirements

9. Start

- 9.1. Eligibility assessment and evidence including.
 - 9.1.1. Evidenced IAG to ensure learners' suitability.
 - 9.1.2. Initial assessments.
- 9.2. Evidence of content creation/validation with employer partners.
- 9.3. Evidence of start on programme i.e., timesheet.
- 9.4. Registration if applicable.

10. On programme

- 10.1. Evidence of attendance is in line with the funding rules.
- 10.2. Evidence of meeting the minimum guided learning hours per week.
- 10.3. Clear and structured support in securing employment both during and upon completion.

11. Completion

- 11.1. Certificate of achievement.
- 11.2. Vender qualification (not essential)
- 11.3. Clear and structured support in securing employment both during and upon completion.

12. Jobs outcome/Progression in work

- 12.1. Evidence of progression i.e., Job outcome, promotion.

13. ILR Coding

- 13.1. ILR coding can be found in the [ILR Coding Guidance 22/23](#)

14. Approved Digital Bootcamps

14.1. A list of LARS codes per provider can be found below;

Provider	LARS Code	Bootcamp	Duration
Generation You Employed	Z000950 1	Web Development (Coding)	12 weeks
Generation You Employed	Z000950 2	Web Development (Coding)	26 weeks
Generation You Employed	Z000950 3	Data Engineering	12 weeks
Generation You Employed	Z000950 4	Data Engineering	26 weeks
Generation You Employed	Z000950 5	Data Analyst	12 weeks
Generation You Employed	Z000950 6	Data Analyst	26 weeks
Generation You Employed	Z000950 7	AWS Cloud	12 weeks
Generation You Employed	Z000950 8	AWS Cloud	26 weeks
University of Birmingham	Z000950 9	Coding	26 weeks
University of Birmingham	Z000951 0	Data Analytics	26 weeks
School of Code	Z000951 1	UX/UI Design	14 weeks
School of Code	Z000951 2	Data Engineering and AI	14 weeks
Tech Talent	Z000951 3	Cyber Security	26 weeks
Tech Talent	Z000951 4	Cyber Security	14 weeks
Tech Talent	Z000951 5	Data	26 weeks
Tech Talent	Z000951 6	Data	14 weeks
Tech Talent	Z000951 7	Coding	26weeks
Tech Talent	Z000951 8	Coding	14 weeks
Capita	Z000951 9	Cyber Security	14 weeks
Capita	Z000952 0	Cyber Security	26 weeks
Capita	Z000952 1	Coding	14 weeks

Capita	Z000952 2	Coding	26 weeks
The Skills Network	Z000952 3	Data Analyst	14 weeks
The Skills Network	Z000952 4	Digital Marketing	26 weeks
Resume Foundation	Z000952 5	Cyber Security	14 weeks
Resume Foundation	Z000952 6	UX/UI	14 weeks
Resume Foundation	Z000952 7	Data Science	14 weeks
Resume Foundation	Z000952 8	Digital Marketing	14 weeks
LEAD	Z000952 9	Digital Marketing	14 weeks
LEAD	Z000953 0	Digital Marketing	26 weeks
LEAD	Z000953 1	Data Analytics	14 weeks
LEAD	Z000953 2	Data Analytics	26 weeks
Twin Training International	Z000953 3	Cyber Security	26 weeks
Twin Training International	Z000953 4	AI	26 weeks
Twin Training International	Z000953 5	Coding	26 weeks
Code Your Future	Z000953 6	Coding	26 weeks