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Education & Skills
Funding Agency

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New funding monitoring reports published

Action Required

We have published the full suite of funding monitoring reports on the Hub to support the [Financial Assurance: monitoring the funding rules 2017 to 2018 plan](#).

Please review these reports to ensure that your data is recorded accurately.

We have also published the [Funding Monitoring Reports user guide](#) which explains how to access the reports and correct your data if required. The report also details actions we will take to rectify any identified funding issues at year-end.

For further information, please contact the [Service Desk](#).

ESFA Learner Satisfaction Survey 2017 to 2018

Action Required

Ensure your learners have their say in the ESFA Learner Satisfaction Survey, which is now open until 4 May 2018.

As requested in the letters we have sent, please let us know through the [Provider Extranet](#), that you can access the [survey](#) and who in your organisation we can speak to about the survey.

Please ensure your contact details are up to date on the [Provider Extranet](#) so we can let you know when your survey results are published. Please also check you are able to access the survey by following [this link](#) and entering your UK Provider Reference Number (UKPRN) when prompted.

For further information on how to take part visit [GOV.UK](#) or email the [Service Desk](#).

Qualification Achievement Rates (QAR) 2016 to 2017 – Re-release of provisional data for all providers

Action Required

From the feedback received during the Qualification Achievement Rates provisional window, we have applied some minor changes to the calculations and have re published provisional data for all providers.

A summary of the changes include:

- amendment to definitions for Overall_Transfer (Apprenticeships only)
- amendment to definitions for Timely_Transfer (Apprenticeships only)
- amendment to JSA_ESA_UC_Excl rule (Education & Training only)

We have also published version 3 of both QAR [technical specifications](#).

Please note that the changes are minor and do not affect the majority of providers, however we still advise that you check your data.

You have until 5pm on Friday 2 February to inform us of any further concerns about how we have implemented our published methodology; you cannot request fixes or adjustments to your 2016 to 2017

ILR data.

If you have any queries, please contact the [Service Desk](#).

If you have a query about specific data, complete the data queries form and email the form to the [Service Desk](#).

May 17 to Dec 17 Non Levy Apprenticeships rundown extension – Starts to March 2018

Action required

The extensions and carry-in variations for the May-December non-levy apprenticeships have now been issued.

If we have informed you in your recent apprenticeships allocations letter that you have a rundown extension to March 2018, we have set up a new Learning Delivery Monitoring (LDM) code for you to record new starts between 1 January 2018 and 31 March 2018.

You must use LDM code 358 to record delivery under your run-down extension. Please refer to the [ILR specification](#) for more information about using LDM codes. You must not use this LDM code for procured non-levy apprenticeships or if you have not been informed you have a rundown extension.

Funding claims guidance and mid-year forecast

Action Required

The [2017/18 funding claims guidance](#) is now available and a user guide to help you complete the form will be available within the next week.

You must submit your mid-year funding claims by 5pm on Monday 12 February using the digital claim form on [the Hub](#) if you receive funds through:

- a grant for your Adult Education Budget (non-procured only)
- a grant with an Advanced Learner Loans Bursary contract
- a Discretionary Learner Support contract
- a Community Learning contract

The form will include your R06 ILR and EAS data information and will be available from 9am on Wednesday 7 February. You must include your forecasts for the remainder of the 2017 to 2018 funding year. Once you have submitted your mid-year funding claim in the Hub, you will also be able to view it on the [Skills Funding Service](#).

You will not be able to complete the form after the deadline on Monday 12 February.

Accessing provisional QAR data

For Information

We have published your data through the data returns tab of the Hub and through BIRST reports.

Guidance on how to use data extracts in the Hub and how to navigate BIRST are now available on [GOV.UK](#).

Each provider should have at least one super user account to access data; please ensure this is still a current user as they will need to approve user permission requests. Please make sure you have the correct user permissions set up for your organisation in advance of the release date.

We have published guidance on [GOV.UK](#) showing how to request access to the Identity and Access Management System (IDAMS) and how to request the required user permissions to access your QAR data.

The roles you need to access QARs are:

- 'Data Exchange Service – Provider Information Officer' for accessing the 'data returns' tab on the Hub
- 'BI Hub User' for the BIRST reports.

If you have any questions, please contact the [Service Desk](#).

Apprenticeship framework withdrawals

For information

Over the course of 2017, we sought feedback on a 4th and 5th batch of apprenticeship pathways and frameworks which our analysis suggested would be well covered by new apprenticeship standards.

As a result of that feedback exercise, we are confident that there are a number of frameworks that are covered by standards that have been approved for delivery and are being taken up by employers. Those frameworks can be found on the [removal of apprenticeship frameworks](#) page.

However, recognising this is a time of significant change for the sector, we will not withdraw any further frameworks until 2020.

For further information, refer to the [removal of apprenticeship frameworks page](#) on GOV.UK or contact the [service desk](#).

Hub corner

For Information

In R05 we processed 4,297 files from 1,255 providers. Over 590 providers submitted their first R05 file in the last 4 days of the collection window with 947 ILR files submitted on the last day of the collection window, over 22% of the total files submitted during the entire collection window.

New Report on the Hub - Non-Contracted Apprenticeships Activity Report

For information

We have recently launched a new Hub report entitled 'Non-Contracted Apprenticeships Activity Report'. This report is produced after every ILR submission and is available from the ILR Reports zip file on the Business Reports tab on the Hub.

This report only applies to Funding Model 36 (Apprenticeships from 1 May 2017). The purpose of this report is to identify learning aims that have passed ILR validation and will therefore calculate funding, but for which the provider does not have a valid contract and so payments will not be made. For example, this situation could arise if a provider submits a 16-18 non-levy learner but only has a contract for adult non-levy learners.

Individualised learner record (ILR): R06

For Information

The ILR R06 data collection for the 2017 to 2018 funding year is now open and will close at 6pm on Tuesday, 6th February. As always, we recommend that you submit your data as early as possible and that you review your validation and funding reports that are made available to you on the hub.

If you need to submit an Earnings Adjustment Statement (EAS) and you do not have access to this on the Data Returns tab in the Hub, please email our [Service Desk](#) or call us on 0370 267 0001 to request this.

ILR Validation Rules for 2017 to 2018 (version 3)

For Information

The latest version of ILR Validation Rules for 2017 to 2018 have now been published and is available to view on gov.uk.

Individualised learner record R06 2017 to 2018

For Information

The Individualised learner record (ILR) R06 data collection for the 2017 to 2018 academic year closes on 6 February 2018.

We will use this return to calculate 16 to 19 revenue funding allocations for academic year 2018 to 2019 and the reconciliation of 2017 to 2018 funding for independent learner providers.

Both the Funding Information System (FIS) and the Hub provide ESFA funding reports, which enable you to check your data is accurate. In particular, we would encourage you to ensure you are correctly recording

19 to 25 year-old students with low cost support needs and 19 to 25 year olds with high needs.

Since 1 September 2016, young people aged 19 to 25 are only eligible for high needs funding (place funding and top up) where the young person is subject to an education and health care plan and this has been recorded in the ILR. The high needs student summary and detail reports, which are available on the FIS and the Hub will help you to check this.

Please also note that from August 2017 all 19+ continuing students (those continuing on a study programme that they started when under the age of 19) are funded under the 16-19 funding model. Previously many of these students were funded under the adult funding regime. All funding eligible 19+ continuing students should be recorded as 16-19 funded (Funding Model=25, Source of funding=107). Any of these students not recorded in this way will not be counted as a funded student in 2018/19 16-19 allocations and as a result may be allocated incorrect funding or no funding at all.

Institutions will also find the [EFA Provider Data Self-Assessment Toolkit reports](#) useful

Transferring apprenticeship levy funds to another employer

For Information

From April 2018, we plan to allow levy-paying employers to transfer funds to other employers, through the apprenticeship service. Levy-paying employers will initially be able to transfer up to 10% of the annual value of funds entering their apprenticeship service account.

They will be able to transfer funds to any employer and will have to agree the apprenticeships that are being funded by a transfer with the employer receiving the funds. Employers receiving transferred funds will only be able to use them to pay for training and assessment for apprenticeship standards.

For more information, visit the [apprenticeship funding: how it works](#) page on GOV.UK and look under the heading 'Share funds with another employer'. We will be providing further details about the transfer process in the near future.

Latest improvements to the apprenticeship service

For Information

The ESFA is continually making improvements to the apprenticeship service to help employers make the most of their apprenticeship levy.

Why not talk to employers to discuss if they are using the levy to its full potential for training their workforce?

Recent updates on the service include:

- colour-coded screens so that employer-providers can now easily see which part of the service they're in – purple for employer view and orange for training provider view
- a new task list feature on the account home page so that activities an employer needs to complete will be visible including prompts to sign agreements, review and approve apprentice changes and cohorts

- employers being able to see the stop date for any apprentices they have stopped
- employers being able to view an apprentice's unique learner number (ULN), which will help when trying to resolve any queries
- an improved process for amending apprentice records
- employers being able to see end-point assessment organisations for an apprenticeship standard when they're looking on 'Find apprenticeship training', making it easier to contact them about the service they offer and the costs involved

Future developments for the apprenticeship service

For Information

To understand more about the apprenticeship service and how it is being continually improved and developed, based on feedback from employers and training providers, check out the latest blog posts on our [vision for the service](#) and our [current delivery roadmap of planned improvements](#).

To keep up to date with all the latest information follow [@ESFAdigital on Twitter](#) and [sign up to blog post alerts](#).

If you have any queries about the apprenticeship service, please call the National Contact Centre helpline on 08000 150 600 or [email](#).

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