

Summary of Changes to the ILR for 2009/10

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Summary of Changes

- **Far fewer changes than in 2008/09**
- **ESF data set removed, following reduction in data requirements for ESF 2007-2013 Programme**
 - Remaining four fields added to Learning aim data set
- **ASL Collection: GLH threshold reduced for certain learner data set fields to 10 GLH**
- **Eight new learning aim data set fields**
 - four to replace E fields removed
 - one to capture existing national monitoring data in own field
 - three new data requirements
- **Late changes in response to the economic downturn**
- **Data quality, standards and field ownership published (Appendix P)**
- **Focus on making improvements to data quality for 09/10**

ESF Co-financing data

- ESF data set removed for 2009/10
- The following fields are still required for ESF co-financed and matched provision and will be collected in new learning aim data set fields:
 - Employment status on day before starting learning aim – previously field E12 – collected in A66 in 09/10
 - Length of unemployment before starting ESF projects – previously field E14 - collected in A67 in 09/10
 - Project dossier Number – previously field E22 - collected in A61 in 09/10
 - ESF local project number – previously field E23 - collected in A62 in 09/10
- All continuing learning aims with an ESF data set attached will need to have the values from field E12, E14, E22 and E23 transferred to the appropriate new fields.
- Specification and codes in these fields are unchanged so no data amendments are required.
- For POL providers this will be done during data migration.

Train to Gain (TtG) and Employability Skills Programme (ESP)

TtG

- Important to continue to use the A46 codes to identify TtG learning aims that started prior to 08/09 (code 100) and also those NVQs which were originally FE funded (code 101)

ESP

- Tried to integrate with ER funding model in 08/09
- Encountered some difficulties with this
- Doesn't really fit with definitions and requirements for ER provision. Likely to move out of ER model for 2010/11.
- For 09/10 all learning aims will be funded through ER funding methodology
- Employability awards will need to be re-coded as A10=45 and A46=083
- For POL providers this will be done during data migration
- Validation rules amended so that both basic skills and employability awards can be recorded using the A46 code
- This will prevent the data being assigned incorrectly to TtG allocations

Response to Redundancy Programmes

- Delivery commences May 2009 but ILR data not returned till July (period 11)
- Field A09 (Learning Aim reference): use code ZSPE0001.
- Field A10 (LSC Funding Stream): use code 70 (R2R) or code 80 (6mths unemployed)
- Field A49 (Special Projects and Pilots): use one of codes SP014-SP023 depending on the programme and the number of guided learning hours being delivered.
 - SP014 or SP019 for 9–14 GLH
 - SP015 or SP020 for 15-44 GLH
 - SP016 or SP021 for 45-74 GLH
 - SP017 or SP022 for 75+ GLH
- Completed with the expected guided learning hour band at the beginning of the programme. If the learner has undertaken more hours than originally expected by the time they complete, then field A49 should be updated appropriately.
- Accredited units or qualification recorded in addition to the funded ZSPE0001 aim to allow the aim to be counted towards qualification targets. Code SP018 or SP023 should be used in field A49 so that this additional aim does not generate duplicate funding.
- Field A68 (Employment Outcome): available for 2009/10 to record and claim job outcome with training payments.
- Field E22 (Project Dossier Number) and Field E23 (Local project Number): must be completed for R2R programme.

LSC regional offices will inform providers of the numbers

ER ILR Changes (1)

- **LSC Number of funding LSC, field L25**
 - guidance added for learners with learning aims contracted to different LSCs
 - migration of data to new single contracts
- **Learner status on last working day before learning, field L36**
 - Field removed from ER collection for 09/10
 - Data for continuing learners can be left in this field
 - Data about employment status for new starters will be recorded in new field A66
- **Destination, field L39**
 - Codes 93 and 94 removed. Applicable to learners on apprenticeship programmes.
 - Need to ensure that the programme aim records the correct outcome status using field A35.
 - If learner is awaiting framework achievement outcome then all learning aims will be closed and the programme aim recorded with either code 4 or 5 in A35.

ER ILR Changes (2)

- **Reason for full funding / co-funding of learning aim, field A14**
 - Important field for funding of ER learning aims
 - ILR specification details which code to use:
 - New code 32 for co-funded ER provision (19+ apprenticeships)
 - Code 01 must not be used for 19+ provision unless learner is eligible for enhanced funding and L28 is completed with code 15 (new val rule)
- **Main delivery method, field A18**
 - Single funding rate for TtG learning aims.
 - A18 data not required for funding in 2009/10 – use null value for new learning aims.
 - Existing data can remain unchanged. Code used will not affect funding
- **Franchised out and partnership arrangement, field A21 and Franchise and partnership delivery number field A22**
 - Added to ER collection for 09/10
 - If more than 50% of the learning aim is delivered by a partner provider then this must be recorded in this field.
 - A21 gives details of the type of provider who is delivering the learning aim
 - A22 records the UKPRN of the partner provider
 - UKPRNs should be obtained by all partner providers if they do not already have one. Any difficulties in obtaining a UKPRN should be reported to *the information authority*.

ER ILR Changes (3)

- **Delivery Location Postcode, field A23**
 - Postcode of location where actual delivery of the learning aim takes place
- **Guided Learning Hours, field A32**
 - Removed from the ER collection
- **New Fields A64, Planned group based hours and Field A65, Planned one-to-one contact hours**
 - Added for ER ILR returns
 - Collected for apprenticeships at programme level and only recorded on programme aim
 - Collected for TtG for each learning aim
 - Planned hours as identified in the learner's learning agreement at the start of their learning aim
 - Only for new starters – do not need to add for continuing learning aims
 - Do not update if changes during learning programme

ER ILR Changes (4)

- **Employer Identifier, field A44**

- The employer ID number from the EDS must be entered for all new apprenticeship starts from 2009/10
- Increased validation against table extract from the employer database in OLDC (not LIS)
- Existing text data does not need to be amended
- If learner is unemployed or not placed with employer at start of learning aim use 999999999
- 999999999 can also be used temporarily if provider is experiencing difficulties obtaining a valid employer id
- Employer ID number of 888888880 only valid for ESP learning aims
- Additional guidance will be issued for providers by LSC
- <http://edrs.lsc.gov.uk>

Data Migration

- LSC moving to new single contracting arrangements for all ER funded provision in 09/10
- LSC number recorded in field L25 is likely to change
- Any Employability Skills Programme learners, ESF co-financed learners (A10=70) and other LSC funded provision (A10=80) returned in an ER return will remain with existing contract and LSC number.
- Increased complexity for data migration of ER data as LSC number will change depending on funding stream
- Any learners with open aims on more than one funding stream at end of 08/09 will need two learner records for 09/10
- Providers must keep records of changes in L03 between 08/09 and 09/10
- Increased risk for error
- Learning aims that are not LSC funded (A10=99) will not be migrated.
 - Batch providers should ensure these aims are included with the first W01 return of 2009/10
 - POL providers will need to manually re-enter these learning aims.
- Providers must ensure that first returns of 2009/10 have LSC number set correctly otherwise will result in whole file failing validation.

LR ILR Changes

- **Eligibility for Disadvantage uplift and Disadvantage uplift factor, fields L32 and L33**
 - Must be completed in 09/10 for E2E learners to enable setting of future provider factors
- **Employment status on first day of learning, field L37 and Current Employment Status, field L47**
 - Added to the LR ILR collection for adult learner responsive learners.
 - Additional codes added for 2009/10 to capture data about learners who are unemployed through redundancy

General Changes (1)

- **Contract Allocation Type, field A02**
 - Null value no longer valid. Use code 99 if none of the options apply
- **Unique learner number, field L45**
 - Requirements unchanged for 2009/10. Must be completed for all learners recorded in the learner responsive and employer responsive ILR returns
 - Code 9999999999 should only be used temporarily
 - Increased validation likely for 2010/11
- **Prior Attainment, field L35**
 - Clarification of guidance. Data recorded is the learner's prior attainment when they first enrol with a provider. It should not be updated as a learner progresses.
- **Learning outcome grade, field A36**
 - Field length extended to 6 characters

General Changes (2)

- **National learning aim monitoring, field A46**
 - Codes for national Skills Academies (046-060) have been removed. Data now recorded in new field A63.
 - Data for continuing learners needs to be mapped to codes in new field
- **Special Projects and Pilots, field A49**
 - New codes for Response to Redundancy and Long Term Unemployed programmes
- **Reason Learning ended, field A50**
 - New code added to record where learning has ended because the learner has been made redundant
- **Proportion of funding available, field A51a**
 - Field length increased to 3 digits.
 - 00 in 08/09 needs to be recoded as 100 (full funding claimed)
 - Other values in 08/09 should have a leading zero added

General Changes (3)

- **New Field A63, National Skills Academy**
 - Added to all ILR returns. Data previously recorded in A46
 - Data for continuing learning aims must be transferred to this field for 09/10
 - NSA codes in field A46 no longer valid from 09/10
- **New Field A68, Employment Outcome**
 - To indicate where a funded employment outcome is gained
 - Main use in 09/10 to support Response to Redundancy and Long Term Unemployed programmes. Not for ESP in 09/10
 - Only completed where learning aim is part of a programme funded to deliver employment outcomes or where separate employment outcome payments are made
 - Refer to LSC funding guidance for programme eligibility

Validation Rules

- **Date of Birth, field L11**
 - new validation rule will reject learners under the age of 12 at the start of the learning aim
 - new validation rule for PCDL learning aims: learner must be 19 or over at the start of the learning aim
- **Eligibility for enhanced funding, field L28**
 - important that this field is coded correctly if claiming 16-18 funding for learners aged 19 or over
 - new validation rule to check use of correct codes in this field and in A14
 - L28a_L28b_A10_A14_AD04_1 deleted - was incorrectly checking at aim level for an apprenticeship programme rather than programme start date
 - replaced by A09_A14_AD04_L28a_L28b_1 to check the programme aim and A14_A15_AD04_L28a_L28b_1 to check non-programme aims

Validation Rules (2)

- Warning that use of code 71 “Disabled persons allowance” in L29 only applies to HEFCE funded learning aims
 - A11a_A27_L29_1 and A11b_A27_L29_1 deleted and replaced by A10_A11a_A11b_A27_L29_1
- Rule to validate employer numbers entered in A44 against an extract from EDRS (rule AD03_A44_2) downgraded to a warning
- L25_L44_2: correction to meta-data
- A27_A31_H13_H16: correction needed in LIS to validate within academic year rather than calendar year

v3 of the ILR Validation rules for 2009/10 will be published when LIS testing is complete.

HE Data Set

- Some renaming of fields to bring in line with HESA specification
- New field for NHS bursary
- Providers asked to send all outcome data for HE qualifications in the LR return by F04 with priority given to learning aims funded by HEFCE. To enable publishing of achievement data from Fe providers at the same time as from HEIs.

ILR Documents

- The ILR Specification and validation rules for 2009/10 can be found at:
http://www.theia.org.uk/downloads/ilrdocuments/ilrdetail2009_10.htm
- The provider support manuals and forms at:
http://www.theia.org.uk/downloads/ilrdocuments/2009_10_Guidance.htm
- Email web alerts are now active for www.theia.org.uk

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