

Preparing for R04 without PDSAT

10:00 - 11:00

29 November 2022

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- > Karl Bentley, Auditor, RSM

LSECT
LEARNING & SKILLS
EVENTS, CONSULTANCY & TRAINING

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PDSAT moving online, but not in time for ILR R04, due 6 December

5. Information: update on the release of Provider Data Self-Assessment Toolkit (PDSAT) online

Due to unforeseen circumstances, we are no longer able to release Provider Data Self-Assessment Toolkit (PDSAT) online, as initially intended at the end of November. Our transformation plan to stagger the release in 2 phases to assist providers with R04 obligations was dependent on external, third-party, penetration testing being completed to a strict deadline.

We are now aiming to release PDSAT online as a complete product in a single phase, including the sampler, in mid/late December, and will continue to provide updates over the coming weeks.

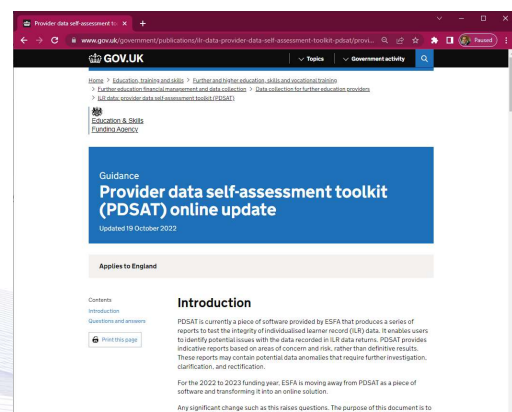
Providers who do have R04 obligations should maintain their focus on the quality and accuracy of their data returns in line with their normal practices.

This is the final week that pre-registration for PDSAT online will be available, registrations closes as planned on Friday 11 November.

Providers can pre-register by completing this form [click here](#) and non-providers can pre-register by completing this form [click here](#).

All pre-registrations will be reviewed by ESFA. Registrants will receive notifications of acceptance or rejection once ESFA have reviewed, post the closure of the pre-registration phase on Friday.

Anyone that does not pre-register, or who is rejected at the pre-registration stage will still be able to register a request for their own login at any time once PDSAT online goes live.



<https://www.gov.uk/government/publications/ilr-data-provider-data-self-assessment-toolkit-pdsat-online-update>

<https://www.gov.uk/government/publications/esfa-update-9-november-2022/esfa-update-further-education-9-november-2022#information-update-on-the-release-of-provider-data-self-assessment-toolkit-pdsat-online>

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And lack of PDSAT is important. See this ESFA reminder about why data quality in R04 is particularly important

2. Reminder: R04 individualised learner record (ILR) data return

The R04 ILR data return closes on Tuesday 6 December. It is important that you submit accurate and timely data.

We use your R04 data return in several ways, including:

- calculating 16 to 19 growth for the 2022 to 2023 funding year (subject to affordability)
- reconciling independent learning provider's 16 to 19 ILR recorded delivery against funding allocations for 2022 to 2023 funding year
- **calculating 16 to 19 funding allocations for 2023 to 2024 funding year**
- 16 to 19 2022 to 2023 T Level reconciliation
- calculating the carry over costs for procured non-levy apprenticeship contracts for the 2023 to 2024 financial year
- supporting the calculation of 19+ funding allocations for the 2023 to 2024 funding year
- measuring the performance of your adult education budget, level 3 free courses for jobs offer, 16 to 18 traineeship (for providers without 16 to 19 funding) and 19 to 24 traineeship contract values as set out in the [adult education budget \(AEB\) funding rules 2022 to 2023](#).

For further information on data submissions please refer to our [ESFA - Online Documentation site](#) and also our [funding guidance for young people: ILR funding returns](#).

<https://www.gov.uk/government/publications/esfa-update-23-november-2022/esfa-update-further-education-23-november-2022#reminder-r04-individualised-learner-record-ilr-data-return>

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16-19 lagged learner count

R04 (22/23) students x R04 (21/22):R14 (21/22) ratio = Total 2023/24 students

Proportion of students in each band from 2 years ago.

b) ILR R04 to R14 ratio from 2 years ago

a) ILR R04 from previous year

So ILR R04 collection very important 16-19 learner count (although R06 is backup)

Table 1a: Student Numbers (Including 19-24 Students)

1.1a	2019/20 R04 Students	3,529
1.2a	2018/19 R04 to R14 Ratio	1.082
1.3a	Total Lagged Student Number	3,818
1.4a	Exceptional Variations to Lagged Student Number	9
1.5a	Total Student Numbers for 2020/21	3,827
1.6a	Student Number Methodology Used	2019/20 R04 x R04:R14 Ratio

Table 1b: Breakdown of Funding by Funding Band (Including 19-24 Students)

Planned Hours	Student numbers 2018/19	Proportions used in 2020/21 allocation	Number of Students allocated in 2020/21	National Funding Rate	Student Funding
1.1b Band 5	2,683	68.62%	2,626	£4,188	£10,504,185
1.2b Band 4 (Sum of Bands 4a and 4b)	908	23.22%	889	£3,455	£2,932,794
Band 4a	783	20.03%			
Band 4b	125	3.20%			
1.3b Band 3	110	2.81%	108	£2,827	£290,695
1.4b Band 2	83	2.12%	81	£2,234	£173,281
1.5b Band 1	126	3.22%	123		
1.6b	FTEs		32.76	£4,188	£131,045
1.7b Total	3,910	100%	3,827		£14,032,000

<https://www.gov.uk/government/publications/16-to-19-funding-allocations-supporting-documents-for-2022-to-2023>

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Not PDSAT, but ESFA has released some post-16 monitoring reports early

But a very limited number of reports - that mostly related to 16-19 and only one (FRM29) that really helps resolve learner count errors

5. Information: R03 release of data in the post-16 monitoring reports dashboard

We will release the first tranche of FRM reports into the [post-16 monitoring reports dashboard](#) on 24 November 2022. This is earlier than previous years as we want to support providers to identify any data queries early and in time to make necessary amendments in their R04 ILR return.

We have prioritised reports that lead to funding recoveries and/or relate to 16 to 19 learners (including T levels). The remaining reports will be published after the R04 data return. This will include reports covering advanced learner loans and apprenticeships.

Full details of the reports we are publishing at R03 are on the ESFA online forum [communities](#).

<https://www.gov.uk/government/publications/esfa-update-23-november-2022/esfa-update-further-education-23-november-2022#information-r03-release-of-data-in-the-post-16-monitoring-reports-dashboard>

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Finding your FRM reports (currently based on R03 data)

The collage illustrates the navigation path for finding FRM reports:

- IDAMS:** The starting point, showing the 'My Identity' section and the 'View Your Education Data - Post-16 Monitoring' link highlighted in red.
- VYED:** The 'View your education data' portal, showing the 'Data quality assurance' section with a link to the 'Post-16 monitoring reports dashboard'.
- Post-16 monitoring reports dashboard:** The final destination, showing the 'View your education data' page with the 'Post-16 monitoring reports dashboard' link highlighted in blue.

Red arrows indicate the flow from IDAMS to VYED, and then from VYED to the Post-16 monitoring reports dashboard.

URLs shown in the screenshots:

- <https://logon.fasst.org.uk/>
- <https://viewyourdata.education.gov.uk/>

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View all data

Very limited number of FRM reports

Report ID
FRM01
FRM16
FRM17
FRM29
FRM30
FRM38
FRM43
FRM50
FRM56
FRM69

Post-16 monitoring reports dashboard

Education & Skills Funding Agency

Summarised Data

To export the data hover over the table and left click the 3 dots that appear in the top right corner. Select export data and follow the instructions

Academic Year	Reporting Month	Funding Stream	Report ID
202223	3	All	All

Report ID	Query ID	Subcontracted or Partnership Organisation Name	Unique Learner Number	Learner Reference Number	Software Supplier Aim Identifier
FRM01	229	NA			
FRM01	230	NA			
FRM01	231	NA			
FRM01	232	NA			
FRM01	233	NA			
FRM01	234	NA			
FRM01	235	NA			
FRM01	236	NA			
FRM01	237	NA			
FRM01	238	NA			
FRM01	239	NA			
FRM01	240	NA			
FRM01	241	NA			
FRM01	242	NA			
FRM01	243	NA			
FRM01	244	NA			
FRM01	245	NA			
FRM01	246	NA			
FRM01	247	NA			
FRM01	248	NA			
FRM01	249	NA			

Present in fullscreen

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FRM29

Important for 16-19 study programme current learner count - used for lagged funding allocation

The other FRM 16-19 reports relating to hours shouldn't impact on the learner count

FRM29 - Learners who complete or leave learning on or just after the qualifying period for funding

Changes from previous funding year

Now includes data submitted through the School Census.

Funding streams reviewed

16 to 19 study programmes 16 to 18 traineeships
T levels

Relevant guidance

Providers must have evidence that individual learners were undertaking the specified study programme during the learning period for which funding and retention is being recorded.

What you need to do (ILR providers)

Review evidence, correct as necessary.

You must ensure that the learning actual end date accurately reflects the evidence you hold.

What we will do (ILR providers)

Request evidence, determine action.

<https://www.gov.uk/government/publications/financial-assurance-monitoring-post-16-funding/financial-assurance-monitoring-post-16-funding-for-2021-to-2022#frm29---learners-who-complete-or-leave-learning-on-or-just-after-the-qualifying-period-for-funding>

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But!

The ESFA seem to have forgotten how important the R04 is for finalising the achievement rates (QAR) for the previous year

Particularly for apprenticeships - given we know all the issues with apprentices on-programme beyond planned end date, or very long breaks in learning

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<https://www.gov.uk/government/publications/esfa-update-23-november-2022/esfa-update-further-education-23-november-2022#reminder-r04-individualised-learner-record-ilr-data-return>

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See reference to the QAR and R04 here

Funding Model (FM)	Contract Type	Return Number													
		R01	R02	R03	R04	R05	R06	R07	R08	R09	R10	R11	R12	R13	R14
		06/09/2022	06/10/2022	04/11/2022	06/12/2022	06/01/2023	06/02/2023	06/03/2023	06/04/2023	05/05/2023	06/06/2023	06/07/2023	04/08/2023	14/09/2023	19/10/2023
All Apprenticeships	All	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Main data use	- Payments	- Payments	- Payments	- Payments - Qualification achievement rates 2021 to 2022	- Payments	- Payments - Allocations	- Payments	- Payments	- Payments	- Payments	- Payments	- Payments - Year-end performance review	- Payments	- Final reconciliation - Qualification achievement rates 2022 to 2023

<https://guidance.submit-learner-data.service.gov.uk/22-23/ilr/appendices>

https://assets.ctfassets.net/6h6ixebpdwm/6NUL2JuaEn5riggHuOcaNF/24be28ae389439abdc709a7f35ea8af1/ILR_Appendix_A_data_collection_timetable_22_23_v1.pdf

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“Ensure all relevant leavers are included”

We only use the achievement year for apprenticeship standards on funding model 36. In addition, we include the reporting year to capture those overdue continuing learning aims, overdue planned breaks or late completions recorded in the following funding year (up to R04). See later section [calculating the hybrid end year](#) for further details on how we calculate the hybrid end year.

11. There can be a delay between completing an apprenticeship and the notification of the achievement. To account for this delay and to ensure all relevant leavers are included, we use information from the 2022 to 2023 R04 ILR to identify apprenticeships with a planned end date in 2021 to 2022. If you update records in your 2022 to 2023 R04 return that you submitted in your 2021 to 2022 R14 return, then we will use the R04 record to determine your QAR.

So your final QAR could be lower once 2022/23 ILR R04 submitted

**DO YOUR 2021/22 R14 CARRY-INS CORRECTLY
MATCH UP TO YOUR LEARNERS IN 2022/23 R04?**

<https://www.gov.uk/government/publications/qualification-achievement-rates-2021-to-2022>



Apprenticeship qualification achievement rates technical specification 2021 to 2022

Version 1.0
June 2022

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Learners Past Planned End Date

22A-504: Learners in learning beyond their learning planned end date

Funding models: 35, 36, 81

Lists learners and their learning aims where, as at the earlier of the date on which the provider prepared its ILR data return and 31 July 2022, apprentices in learning and other learners either in learning or withdrawn had passed their planned end date.

This report identifies learners from the following groups, where they have passed their learning planned end date and, as such, should have completed their learning aim or programme:

- Apprentices that left without achievement or that are still in learning, beyond their programme learning planned end date.

<https://www.gov.uk/government/publications/ilr-data-provider-data-self-assessment-toolkit-pdsat>

Run 21/22
PSDAT and use
report logic
yourself for
202/23

Report ID	Report title	Report purpose	Report implications	Report logic
21A-504	Learners in learning beyond their learning planned end date	Lists learning aims for apprentices continuing in learning or leaving without achievement, beyond their programme planned end date, and other learners that continue in or leave learning without achievement, beyond their learning planned end date.	Learners and learning aims listed should be reviewed by the provider in order to ascertain whether learners are still in learning or have completed or withdrawn, and whether withdrawal dates are accurate, as any inaccuracies may lead to incorrect funding being claimed.	Identify learners with ZPRDGG learning aims WHERE FundModel in (35, 36, 81), ProgType is an apprenticeship (2, 3, 20, 21, 22, 23, 25) AND EITHER (LearnActEndDate is Null AND (earlier of ILR Creation Date and 31/07/2021) > LearnPlanEndDate) OR (Outcome is not achieved AND LearnActEndDate > LearnPlanEndDate) and return all learning aims with same ProgType, FworkCode, PwayCode, StcCode for learners identified UNION Return all learning aims WHERE FundModel = 35, ProgType is not an apprenticeship (Not in (2, 3, 20, 21, 22, 23)) OR is Null AND EITHER (LearnActEndDate is Null AND (earlier of ILR Creation Date and 31/07/2021) > LearnPlanEndDate) OR (Outcome is not achieved AND

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Breaks in learning

22A-510: Long breaks in learning with no resumption

Funding models: 35, 36, 81

Lists learners and any learning aims recorded as a break in learning where a year or more has elapsed with no resumption in learning.

Where a learner agrees with the provider to take a break in learning, there must be evidence that the learner agrees to return and continue with the same learning aim, otherwise the provider must report the learner as having withdrawn. Whilst there is no defined length of an agreed break in learning, if a year has elapsed and the learning has not resumed, the provider should consider the likelihood of the learner returning and update the completion status of the learner as necessary.

This report may also identify under-claims of funding where learners have resumed and the provider has not updated the ILR accordingly.

Check all learners listed and establish from the available evidence whether the existing value for *Completion status* is accurate. Where this is not the case, the provider must update its value accordingly.

**Run 21/22
PSDAT and use
report logic
yourself for
202/23**

<https://www.gov.uk/government/publications/ilr-data-provider-data-self-assessment-toolkit-psdat>

Report ID	Report title	Report purpose	Report implications	Report logic
21A-509	Breaks in learning where learning is not re-planned on return	Identifies learners and any learning aims recorded as a break in learning where the learner returns but the learning planned end date is not amended to account for the time spent on the break in learning.	When a learner returns from a break in learning, the resumption in learning needs to be planned to account for the time spent on the break in learning, with a revised learning planned end date that is likely to be different to the original learning planned end date.	Returns learning aims WHERE FundModel In (35, 36, 81), CompStatus = 6 AND there is a subsequent learning aim record in the ILR WHERE LearnAimRef = LearnAimRef of the learning aim identified above, LearnStartDate > LearnActEndDate of the learning aim identified above AND LearnPlanEndDate = LearnPlanEndDate of the learning aim identified above
21A-510	Long breaks in learning with no resumption	Identifies learners and any learning aims recorded as a break in learning where a year or more has elapsed with no resumption in learning.	Where a learner agrees with the provider to take a break in learning, there must be evidence that the learner agrees to return and continue with the same learning aim, otherwise the learner must be reported as withdrawn. Whilst there is no defined length of an agreed break in learning, if a year has elapsed and the learning has not resumed, the provider should consider the likelihood of the learner returning and update the completion status of the learner as necessary. This report may also identify under-claims of funding where learners have resumed and the ILR has not been updated accordingly.	Returns learning aims WHERE FundModel In (35, 36, 81), CompStatus = 6, LearnActEndDate < (earlier of ILR Creation Date and 31/07/2021) AND the difference between LearnActEndDate and (earlier of ILR Creation Date and 31/07/2021) >= 1 year AND there is no other learning aim record in the ILR WHERE LearnAimRef = LearnAimRef of the learning aim identified above AND LearnStartDate > LearnActEndDate of the learning aim identified above

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Keeping on top of your ILR data

How to provide and maintain accurate ILR data

The following resources will help you make accurate ILR data returns.

- How to return monthly individualised learner record (ILR)**
A step-by-step process for ILR data returns, what you need to do and where to do it.
- Funding Information Service (FIS)**
FIS is an offline tool you can use to check your data against the validation rules.
- ILR Learner Entry Tool**
Collect the right ILR data with the Learner Entry Tool. Designed for learning providers that don't use a data management system, you can manage up to 500 learners with it.
- FileMerge (previously the amalgamation tool)**
Merge two or more ILR files together with FileMerge.
- Submit Learner Data**
Use the ILR submission service to check your data before you submit it.
- How to return monthly individualised learner record (ILR)**
17 March 2021 [Guidance](#)
- Check how accurate your ILR data is with FIS**
27 September 2022 [Guidance](#)
- Set up your ILR and collect data with the Learner Entry Tool**
11 November 2022 [Guidance](#)
- Merge two or more ILR files together with ILR FileMerge**
10 August 2022 [Guidance](#)

[Contact us](#)

<https://www.gov.uk/government/collections/individualised-learner-record-ilr#how-to-provide-and-maintain-accurate-ilr-data>

Provider Support Manual for 2022 to 2023

Published January 2022. [Summary of changes](#)
Updated July 2022
From [Guidance and Tools](#) Function library

Search the support manual

Section 1 How to use this manual

[Section 1 How to use this manual](#)

Section 6 Recording apprenticeship programmes

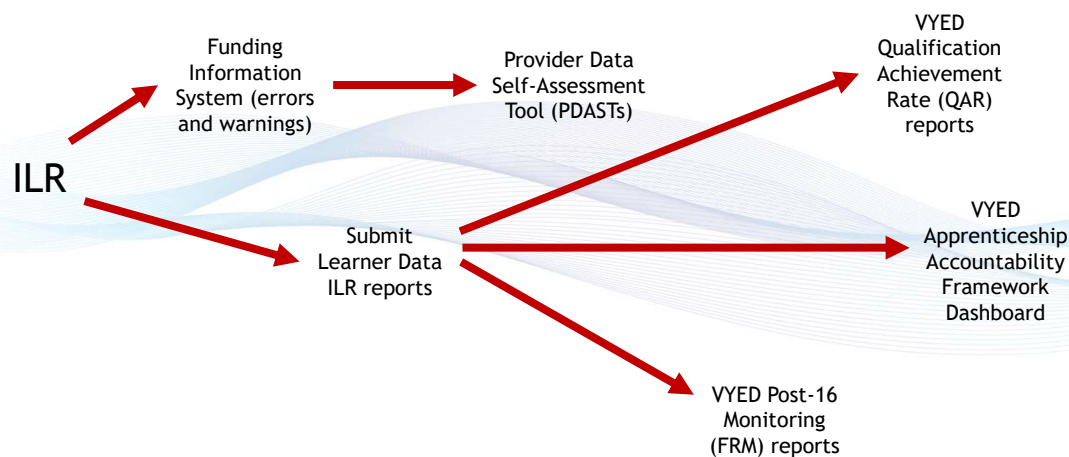
- [Guidance for recording the apprenticeship programme](#)
- [Guidance for recording the apprenticeship learner and delivery fields](#)
- [Recording apprenticeship financial data](#)
- [How to record changes to the apprenticeship](#)
- [Recording apprenticeship outcomes and completion](#)
- [Additional guidance for leaving and returning to the Register of Apprenticeship Training Providers](#)
- [Guidance for continuing funding model 35 and 81 apprenticeships](#)

<https://guidance.submit-learner-data.service.gov.uk/22-23/psm>

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Keeping on top of your ILR data

ESFA tools...



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Future webinars - register at www.lsect.co.uk

- > 29 November - Apprenticeship Accountability Framework
- > 30 November - National AEB funding and rules
- > 7 December - T-level funding
- > 8 December - Using FIS and ILR funding reports
- > 10 January - Apprenticeship Accountability Framework
- > 11 January - Apprenticeships and PDSAT
- > 18 January - Apprenticeship Accountability Framework
- > 22 February - Lsect Annual Data Conference (London)

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