


**SOUTH WEST REGION - TRAIN TO GAIN PROVIDER UPDATE**
November 2008- 02/11**Dear Provider**

Welcome to the second Provider Update for November 2008. There is a lot of information contained in this update which will need cascading within your organisation. To ensure that all staff are informed, please forward to all relevant staff.

1 Period 4 reconciliation

A reminder that Train to Gain funding paid on profile for the first quarter will be reconciled in period 4. Providers who have not achieved their profile by the end of period 4 will therefore need to repay some of the funding received. If there is insufficient within the actuals for Train to Gain for reconciliation to take place then this will be taken from other Employer Responsive funding streams where contracts are held. It is therefore key that all starts and achievements to end November 2008 for what was Train to Gain and FE NVQs (now all under Employer Responsive funding) are uploaded by close of play on 4 December.

2 Provider Funding Reports (PFRs)

The issue with PFRs has now been resolved and providers are now able to download a copy after they have requested one. Train to Gain is included in the Employer Responsive PFR along with Programme funded aims. The best time to request a PFR is no later than the day before the 4th working day, that way the report will include all data submitted for the previous month. If the PFR is requested after this day the following month's OPPs will be included in the funding. This means that providers will need to upload all data prior to the day before the 4th working day to ensure that all activity is captured. It is considered good practice to request a PFR every time data is submitted.


3 Latest information on Train to Gain

Mark Haysom wrote to all Providers on 31 October outlining a new package of support for Private Sector small businesses. A copy of this letter and the attachment are available at:

<http://www.lsc.gov.uk/providers/ttg/latest/>

To support this letter a briefing note was posted on the above website on 10 November 2008.

The list of qualifications identified for full level 2 repeats has been updated again and now includes qualifications identified by People 1st as well as

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other NVQs that were missed off the previous list. Please note that unless a qualification is eligible for funding in Train to Gain as a first qualification, it is NOT eligible as a repeat, providers are advised to check the LAD to confirm whether a qualification is funded under Employer Responsive funding. The revised list is now available at:

[Priority Qualifications Identified for Full Level 2 Repeats V5 7 Nov 08](#)

The list of qualifications identified for full level 3 repeats has been issued. For mainstream Train to Gain full level 3 there is an assumed employer contribution of 42.5% for first and repeat – this does not include 19-25 year olds who have an entitlement to first level 3. The list is available at:

[Qualifications Identified for Full Level 3 Repeats V1 7 Nov 08](#)

The latest Q&As on the Additional Flexibilities 2008/09 is attached to this update which may assist in answering some queries.

Ofsted has conducted a piece of research with colleges, training providers and employers on their experience of the Train to Gain service. The report, '*The impact of Train to Gain on Skills in Employment*', published on 7 November 2008 by the Office for Standards in Education, Children's Services and Skills (Ofsted), evaluates training given to more than 13,000 employees.

The report concludes that the Train to Gain programme is successful in giving employees the opportunity to gain nationally recognised qualifications and improving their motivation in the workplace.

However, inspections reveal that employers have been slow to take advantage of funding, while some employees aren't always getting the skills development they need. To access the report please use the following link:

[Ofsted Report on Train to Gain](#)

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4 Contribution to wage costs

Where a Provider has recruited an employer for Train to Gain that meets the eligibility criteria for Contribution to Wages Costs, they must pass the employer details to the Brokerage Service to facilitate the claims process. Employers must register for the scheme with a Skills Broker before or during commencement of agreed training.

Providers should forward employer details on Contribution to Wage Costs – Employer Agreement form (LSC-P-NAT-060446) to:

Pamela Mullaniff, Train to Gain Contract Manager, Business Link, 5 Research Way, Tamar Science Park, Derriford, Plymouth, PL6 8BT

A copy of the form is below.



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Broker Website\Wage

5 The Qualified Provider Framework

The Qualified Provider Framework is a maintained list of all providers from which the LSC will secure education and training services. This list will incorporate those providers with whom the LSC will negotiate and/or invite to tender.

The Qualified Provider Framework will streamline the way the LSC commissions and contracts for provision and will remove barriers for new providers wishing to work with the LSC. Providers that wish to be eligible to receive invitations to tender can apply to be pre-qualified at any time during the year. This 'always open' approach will allow providers to apply at a time convenient to them and which suits their business need.

When the LSC identifies a need to tender for provision, it will temporarily freeze the list to new applicants in order for the tendering process to begin. The dates that the list will be frozen will be published well in advance; ensuring providers have sufficient opportunity to apply to pre-qualify.

The details of all existing LSC providers are on the Qualified Provider Framework. Providers only need to take action if they wish to receive invitations to tender from the LSC but we would encourage all providers to pre-qualify.

For further details visit: [The Qualified Provider Framework](#)

Non-LSC providers wishing to access Regional Response funding should also use the site to apply for funding.

6 Training Quality Standard (TQS)

The number of SW Lead providers achieving TQS is growing and congratulations are offered to the latest achievers:

Avon Vale Training – Part B in Engineering
 City College Plymouth – Part B in Construction/Hospitality & Leisure/Travel & Tourism – the first to achieve more than 1 Part B!!
 Clarkson Evans – Part B in Building Services Engineering
 Protocol Consultancy Services
 Rapido Training

Providers already accredited:

Cornwall College – Part B in IT
 South Devon College – Part B Construction
 City of Bristol College
 S&B Automotive
 Lifestyle Health and Fitness



White Horse Training
Truro and Penwith College

For further information on the Training Quality Standard go to: [Training Quality Standard](#)

7 KPMG – ‘World Class Skills programme’

The World Class Skills programme, fully funded by the Department for Innovation, Universities and Skills, is open to all LSC funded providers. For info go to: [World Class Skills Thematic Projects](#)

Of the many opportunities available through the programme, the SW LSC has identified three **key** priority areas for development:


- Improving Train to Gain Performance
- Training Quality Standard
- Minimum Levels of Performance

The SWLSC has approached KPMG to hold focussed events on each of the above priorities in Truro, Exeter, Bournemouth and Gloucester in January 2009 depending on provider demand. All Train to Gain providers are expected to participate in the World Class Skills programme.

To register your interest, please e-mail chloe.moorhead@lsc.gov.uk and include the name of your organisation, which or all three events you would like to attend and the location, along with the names of other relevant people in your organisation that may also wish to attend. Closing date for registering interest is Monday 21st November, 2008.

For further information, please contact Chloe on 01452 450053.

8 Train to Gain Conversion Rate Project




From October 2008 until March 2009, a project is running which is very high profile for the Brokerage Organisation, the LSC and Providers.

Overview of Project:

To examine how the Brokerage Organisation works with Train to Gain Providers and to identify areas of best practice around converting referrals made to providers into learner starts with a particular emphasis on Skills for Life.

There are nine providers across the South West region that have kindly agreed to take part in this project alongside a project team from the Brokerage Organisation.

We would like to take the opportunity of thanking all stakeholders involved within this project at the present time for their commitment and

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enthusiasm, especially the work already completed within the very short timescales we are operating in. We all look forward to successful outcomes relating to this project.

Project Manager - Diane Hale
Project Leader - Jenny Young

9 Urgent Alert

The LSC have been informed of 2 incidents where learners and employers who are accessing Train to Gain funding have been approached for their credit card details.

Someone claiming they are from the LSC is contacting learners to congratulate them on achieving their qualification. The learner is then asked if they would like to make a donation to a charity supported by the LSC, and for their credit card details. Incidents first began in the West Midlands region w/c November 3rd.

Last week, a provider was contacted by a company offering reduced rate NVQs but were asked for credit card details to secure the rate. When the provider started to ask why they weren't offering fully funded qualifications, the caller hung up!

Please advise learners and employers that if they are contacted by anyone from the LSC it will only be to carry out research and in no way would they ever be asked for credit card details.

Train to Gain Team

19 November 2008