**Specification**

**Adult Education Budget**

**Contents**

1. Introduction
2. WMCA regional focus
3. Our ambition and priorities for Adult Education Budget
4. Procurement lots
5. Contract values
6. Payments
7. Funding rates
8. Sub-contracting and consortia
9. Service requirements
10. On-boarding
11. Partnership working
12. Performance management
13. European Social Fund
14. Data retention
15. Evaluation of procured provision
16. Additional information
17. **Introduction**
    1. The West Midlands Combined Authority (WMCA) will become responsible for the Adult Education Budget (AEB) for its residents from 1st August 2019. Devolved AEB will provide funding for adult skills delivery, for residents (aged 19 and over) of the West Midlands’ seven constituent areas (Birmingham, Coventry, Dudley, Sandwell, Solihull, Walsall and Wolverhampton). In 2016/17, this represented £126m of delivery.
    2. Residents in non-devolved areas will continue to benefit from AEB provision funded directly through the Education & Skills Funding Agency (ESFA).
    3. The Department for Education (DfE) have confirmed the allocation to the WMCA for the 2019/20 academic year in January 2019. For planning purposes the WMCA expects to be tendering for adult skills delivery of up to an estimated value of £28m for delivery in 2019/20. This broadly equates to the value of the contracts for services let to Independent Training providers which are due to end on 31st July 2019 plus provision delivered by out of area colleges through sub-contractors.
    4. To secure delivery of the AEB for 2019/20 the WMCA is operating two concurrent commissioning processes:
       * A plan-led approach for local authorities and colleges based in the WMCA area as well as other colleges with substantial niche provision delivered directly to residents within the WMCA area. Allocations will be confirmed in April 2019 and will be based on actual delivery in 2017/18 to residents.
       * Procurement through competition for all other providers, commencing in February 2019.
    5. This specification relates to the procurement through competition. If a provider receives AEB grant funding, either from ESFA, WMCA or another devolved area, this does not exclude them from tendering through this procurement process.
    6. At present the way in which the national AEB system operates is not providing sufficient alignment to the outputs that the WMCA is seeking to support, i.e. inclusive growth. Unemployment remains high, especially amongst young residents and there is too much inequality in economic activity and qualification levels between communities. Our analysis of the total provision delivered to residents through AEB in 2017/18 demonstrates that:
       * There is a significant amount of money spent on training for unemployed people (77% of the budget), much of which delivers generic employability qualifications at entry level and Level 1 rather than sector-focused delivery that is linked directly to employment opportunities, which is currently lacking.
       * There is very little provision delivered to adults in work at Level 2 and Level 3 that enables them to up-skill to support their employment progression.
       * There is very little provision for young adults (aged 19 to 23) other than entitlement provision delivered through FE colleges or access to HE courses.
       * The majority of delivery to adults in work is in the health and social care sector at Level 2
       * There is a good general coverage of English, Maths and ESOL provision across the region but there are communities who are not accessing this and for whom low qualification levels remain the norm.
    7. We recognise that some of this is a result of historic funding and policy decisions, not intent, but devolution provides the opportunity for a place-based approach to the adult offer that enables us to more sharply align provision to local priorities.
    8. The WMCA is committed to work with providers and stakeholders to share risk and work collaboratively to bring about changes in provision. It is important to us that we develop relationships and new ways of working, and that we embed our organisational values in how we work with our providers. We hope that this procurement exercise will attract providers who value partnership working, understand our focus on place and can deliver high quality provision to meet the needs of our residents.
    9. In developing this specification, the WMCA has worked closely with its seven constituent local authorities to develop a clear articulation of what is needed locally to support residents into employment and improve the skills of the low-paid, low-skilled workforce.
    10. We have considered how we best use the flexibilities in funding and eligibility that we have through devolution to test new approaches. In some cases we have defined the flexibilities we want to test based on other pilots and programmes. We are open to providers proposing new flexibilities in how we might utilise funding differently to achieve the outcomes we are seeking. We hope that this approach will improve outcomes for residents and provide an evidence base for how we might progressively change the way we fund skills delivery over the coming years.
    11. For the purpose of this procurement exercise, we have split the provision into three Lots. Of the approximate £28m available, we have split this equally between supporting unemployed residents into work and supporting adults in employment looking to up-skill or re-skill through gaining qualifications at higher levels. Each of these categories is split into two Lots, one which is provision of ‘mainstream’ AEB qualification provision focussed on our target groups and geographies, and one Lot which is seeking innovation and different approaches to delivery.
18. **WMCA regional focus**
    1. The West Midlands is the largest regional economy in the UK, with a labour market of national significance. The region’s young population, its excellent connectivity and strengths in key sectors such as advanced manufacturing and digital provides a strong base for growth and prosperity.
    2. Our Strategic Economic Plan (SEP) sets out our ambition to deliver accelerated economic growth across a geography defined by our three Local Enterprise Partnerships (LEPs): The Black Country, Coventry and Warwickshire and Greater Birmingham and Solihull. We want to grow the output of our economy more quickly, allowing the region to contribute more fully to the success of the UK economy. We want to improve income of residents, supporting businesses to grow and thrive and reducing the dependency of our area on the public purse. The key target in the SEP is that by 2030 the region’s productivity, salaries, skills attainment and labour market participation levels match or exceed the national average.
    3. Our Regional Skills Plan (RSP) further sets out our ambitions for skills in relation to the SEP.
    4. It is vital that we achieve these ambitions through inclusive growth, ensuring that our residents gain the skills and support they need to access new opportunities and benefit from a stronger regional economy. Recent data indicates that the region has started to reverse previous declines in productivity relative to the national average. However, key labour market dysfunctions persist. These include:
    * A low employment rate and high levels of unemployment in some parts of the region
    * Growing issues of poverty for those in employment, driven by low wage levels
    * Low skill levels in the population, with fewer people qualified to Level 4 and above and more people with no qualifications, compared to other areas
    * Persistent skills shortages faced by employers. Around 1 in 4 vacancies in the region are classed as ‘hard to fill’, particularly in roles that require advanced and/or higher skills
    * Uneven development and attainment by young people through early years, primary, secondary and tertiary education and training
    1. There is much good work already underway to address these challenges. However, some of the issues remain stubbornly persistent and local partners recognise that more needs to be done to transform our labour market and meet the aims of the SEP.
    2. The West Midlands is home to hundreds of globally competitive businesses providing a strong foundation for growth. In recent years, its economy has grown faster than the UK economy and the area is a national leader in attracting inward investment. The core of its economic strength is in advanced manufacturing and engineering but a number of growing dynamic sectors, including creative, digital and life sciences, are playing an increasingly significant role in the area’s successes. High quality connectivity, by rail, road and air, is a significant competitive advantage, which will be strengthened by the arrival of HS2 and the further development of Birmingham Airport as an international gateway, with an increasing number of long-haul flights.
    3. Despite these strengths, forecasts suggest that based on current trends the output gap between the West Midlands and the rest of the UK will widen between now and 2030. This is attributable to the large number of low value companies in low growth sectors, the low business birth and survival rates in some areas and the comparatively high number and proportion of residents with low skills and, in many cases, no formal qualifications. Productivity growth is constrained by poor life chances caused by issues like poor mental health, worklessness and complex needs.
    4. We recognise that connecting skills and productivity can be a complex picture. We have an opportunity through our commissioning of the Adult Education Budget to align more closely to the drivers set out in our Local Industrial Strategy (LIS).
19. **Our ambition and focus for Adult Education Budget**
    1. We see the AEB as a significant enabler of inclusive growth through the improvement of the qualification levels and skills of our residents. We recognise this is only a part of the picture and that there are many other routes through which skills and qualification are delivered. We believe the AEB is an important element because it provides an opportunity for individuals to access the training they choose.

* 1. It is therefore important to us that the AEB addresses key issues including tackling unemployment amongst young people and creating more grass-roots provision to better engage hard to reach communities. We also want to ensure that provision can be targeted to address the needs of key target groups such as care leavers and those over the age of 50. Moreover, there continues to be barriers to the uptake of Apprenticeships for groups of residents and we are keen to seen pre-Apprenticeship provision respond to this. Finally, there are challenges for those residents in work and in low pay who struggle to re-train to access opportunities in our priority sectors including automotive/advanced manufacturing, business and professional services, construction and digital.
  2. To deliver our ambitions for the AEB, we are seeking to create an ‘Adult Offer’ that moves us towards the following for our residents:
  + Every adult should have the opportunity to achieve a basic level of English and Maths
  + Every adult should have the opportunity to gain basic digital literacy skills
  + Every adult not working and wanting to work should have the opportunity to undertake short job related training or longer occupational qualification training
  + Adults furthest from the job market should be able to access first steps and community-based learning that builds confidence and prepares them for further learning
  + Adults on low wages or in unstable employment should be able to access a re-training offer that helps them to gain entry into a new occupation or gain higher level skills
  + Every adult should be able to access training that leads to higher level qualifications
  1. We know that all of this is not affordable for every resident through the current level of AEB funding but equally we know there are parts of this offer that are limited. Through our procurement we are seeking to make changes that will start to provide the foundations of this offer for the region. Our assessment of the current gaps against this offer where we can take immediate action are:
  + Too much short employability training is generic and there is not enough at Levels 2 and 3
  + There is too little Level 3 provision supported through the AEB and, where it is, it is often entitlement provision for those aged 19-23 only
  + There is too little flexible delivery for those who are working to access training to either up-skill or re-skill
  1. Through our open market engagement events we have made clear our commitment to bring about new ways of working collaboratively to address the areas where currently the AEB falls short of our ambition. We aim to work proactively and collaboratively, be open and transparent to make full use of the flexibilities that we can apply. We have sought views from sector groups about where the flexibilities can have most impact against our priorities, to make the most difference for our residents and continue to work in this way moving forward.
  2. In return, we require our provider base to work with us collaboratively, understand the importance of place and demonstrate this through effective partnership working with local authorities and other stakeholders in planning and delivering provision to meet local needs. To support this focus, the WMCA’s intention is that contracts awarded initially last for one year (academic year 2019 to 2020), with an option to extend for a further 2 years.
  3. In this specification we are seeking to make use of funding flexibilities. Through three procurement Lots we are making available opportunities for providers to increase participation at Level 3 in the digital, construction and engineering sectors. We will achieve this through the use of funding subsidies similar to those tested in the current Career learning Pilots. We are also making available opportunities for flexibilities in the delivery of ‘sector based work academies’ where these lead to progression into employment. In both of these cases we are setting out the flexibilities we would like to test. In addition, we want to test innovation through new outcome models amongst target groups and geographic locations where we are asking for providers to propose the flexibilities they require to achieve results.

1. **Procurement Lots**
   1. The WMCA will split its procured activity into three lots. Bidders can submit proposals for as many lots as they wish.

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| --- | --- |
| Lot 1 – support for unemployed | Lot 2 – support for those in employment |
| Lot 1 includes:   * general AEB qualifications focussed on tackling unemployment especially but not exclusively amongst young people * Grass-roots delivery to better engage hard-to-reach communities and support priority groups (including care leavers and homeless) * Sector Based Work Academies including flexible funding models for work experience * Entitlement provision at all levels   Estimated value up to £11.5m | Lot 2 includes:   * AEB qualifications delivered flexibly so those working can access them outside of work * Re-training to improve the skills of low-paid and low-skilled workforce * Increased delivery in key sectors - Level 3 qualifications in digital, engineering and construction offered in flexible ways with funding subsidies * Pre-apprenticeship provision that supports the uptake of Apprenticeships   Estimated value up to £11.5m |
| Lot 3: Innovative delivery  Innovative project and pilot-based approaches to respond to needs within the seven constituent local authority areas of the WMCA. Lot 3 provides greater flexibility but providers must ensure that the bid meets the overall ambitions of our adult offer and Regional Skills Plan (RSP).  Estimated value up to £5m | |

* 1. For Lots 1 and 2, estimated to be worth up to £23m, contracts will deliver provision that responds to adult residents’ needs and supports the ‘adult offer’. It will also encompass all eligible provision delivered as part of statutory and policy entitlements, as well as regulated and non-regulated learning.
  2. Bidders will need to breakdown their offer by type, enrolment volume, achievement and monetary value by the seven constituent local authority areas of the WMCA through a delivery statement that will then aggregate to a WMCA wide position. This will enable the WMCA to ensure that provision is appropriate to meet geographical, resident and sector needs. In order to achieve this WMCA will take these into account when evaluating tenders. In addition WMCA retains the right to increase or decrease the value of the contract prior to contract award. WMCA does not guarantee to award a contract to all successful bidders, and reserves the right to not award a contract if there are insufficient funds.
  3. Bidders will need to complete Annex A for Lot 1 (£11.5m for the Unemployed) and Annex B for Lot 2 (£11.5m for those in Employment) for those in low skilled, low paid roles. It is essential that bidders focus on the key priorities highlighted in the specification, as these will inform bid evaluation.

* 1. Lot 3, valued at £5m, will fund activity that seeks to innovate around support for hard to reach communities and test delivery models to improve outcomes for our residents. Bidders will be invited to propose innovative project and pilot-based approaches to respond to needs within the seven constituent local authority areas of the WMCA. Lot 3 provides greater flexibility but must ensure that this meets the overall ambitions of our adult offer and Regional Skills Plan (RSP). Bidders will need to set out a range of factors but the WMCA focus will be on outputs and will consider payment models based on engagement, delivery and outcomes. Bidders will need to set out in Annex C details on target groups, outcomes and delivery locations. For Lot 3, local authority areas have put forward a range of community based locations to enable bidders to engage with hard to reach communities, which is contained in Annex D.
  2. We intend to involve a range of partners in the evaluation process including local authorities, expert organisations and customers.
  3. We are seeking bids that will deliver against one or more of the following groups. The table below sets out further context of what is important to us in terms of hard to reach communities, priority groups, priority cohorts and priority aims and sectors.
  4. Successful providers will be expected to work constructively and collaboratively with other local and regional partners and other providers to support learner engagement, progression and referral arrangements, with the intention of creating strong, place-based relationships delivering more skills and support for local residents.
  5. Each Local Authority, through their partnership groups will lead collaborative working that focuses on pathways, progression and meeting local needs.

| **Lot 1**  **Support for Unemployed** | **Geographies and hard to reach communities** | **Priority groups** | **Priority cohorts** | **Priority aims and sectors** |
| --- | --- | --- | --- | --- |
| All areas | West Midlands wide  Birmingham  Alum Rock  Bordesley Green  Garretts Green  Sparkbrook  Balsall Heath  Ward End  Kingstanding  Small Heath  Glebe Farm  Tile Cross  Heartlands  Shard End  Lozells  Ladywood  Handsworth  Erdington  Aston  Newtown  Isolated estate/neighbourhood level (i.e. sub-ward) areas where there is demonstrable need  Solihull  Lyndon  Shirley  Coventry  Dudley  Brierley Hill  Castle & Priory  Netherton, Woodside & St Andrews  St Thomas’s  Proposed Midland Metro Alliance (Dudley to Brierley Hill Tram stops)  Sandwell  St Paul’s  Soho and Victoria  Greets Green and Lyng  Princes End  Walsall  Birchills Leamore  Blakenall  Pleck  Darlaston South  Willenhall South  Wolverhampton  Bushbury South and Low Hill  East Park  Fallings Park  Bilston East  Heath Town  St Peters | Long-term unemployed (12 month +)  Young unemployed (19-24)  Economically inactive  Residents with no/low qualifications, including basic skills  Returners to work | Pakistani/Bangladeshi  African Caribbean  Other BAME groups with high levels of economic inactivity and/or unemployment  People with mental health support needs and/or learning difficulties/disabilities including autism and spectrum disorders  Young people who are NEET or at risk of becoming NEET  Teenage young mothers  Carers  People at risk of or experiencing homelessness Care leavers  Refugees  Those at risk of offending (including ex-offenders provision)  Supported internships for those with special educational needs and disabilities (SEND) but do not hold an EHCP.  Women seeking to access employment in non-traditional sectors  Provision for supported internships for those with special educational needs and disabilities (SEND) but do not hold an EHCP.  50+ residents | Provision that will directly support the delivery of key economic and cultural developments, including HS2, the Commonwealth Games and Coventry City of Culture  Entry level learners with special educational needs provision but not holding an education health & care plan (EHCP)  Provision that supports skills development and a licence to practice, leading directly to employment  Provision that leads directly to ‘real’ employment, for example vacancy-led skills programmes such as sector based work academies linked to current vacancies and regeneration  Provision that engages hard to reach communities, through tailored and taster sessions, including support for pre-entry confidence building, personal development, where there is clear progression to employment or further (higher level) training.  Pre-apprenticeship training with a clear route to Apprenticeships or employment |
| **Lot 2**  **Support for those in work** | **Geographies** | **Priority Groups** | **Priority cohorts** | **Priority aims and sectors** |
|  | Across all 7 Local Authority areas. | Those in low-paid, low-skilled roles  Adults looking to improve skill levels and career prospects through re-training | As above | Construction  Digital  Business and professional services  Engineering and advanced manufacturing |

* 1. The WMCA reserves the right to undertake a further procurement exercise in advance of contracts starting 1st August 2019.
  2. Our initial approach is to maintain the same levels of investment in each of our local authority areas. However, through our ambitions set out above and need to ensure the AEB has a sharper focus, we expect that mix and balance of provision to change. The table below sets out the current distribution of funding across the local authority areas:

|  |  |
| --- | --- |
| **Local Authority** | **17/18 AEB Funding** |
| Birmingham | £15,933,983 |
| Coventry | £2,776,653 |
| Dudley | £1,175,446 |
| Sandwell | £3,178,561 |
| Solihull | £984,922 |
| Walsall | £1,778,612 |
| Wolverhampton | £2,120,715 |
| **WMCA** | **£27,948,892** |

1. **Contract values**
   1. The minimum contract value for Lots 1 and 2 is £500,000 and maximum value is £3,000,000 on an annual basis. Bidders must ensure they are bidding for a minimum contract value of £500,000. Lots 1 and 2 can be combined to reach the minimum £500,000, however the maximum contract threshold of £3,000,000 still applies.
   2. For Lot 3 reflecting the focus on innovation to test ways of delivery i.e. with greater flexibility and more considered focus on local outcomes, the minimum contract value is set at £100,000 and the maximum at £1,000,000.
   3. Lot 3 cannot be combined with Lots 1 or 2.
2. **Payments**
   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.
   2. 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. The WMCA will review performance at the dates set out in the performance management rules.
   3. Variations to contract values will be formalised through a contract variation.
   4. The WMCA will pay contracts for services providers on an agreed payment profile.
   5. The following table sets out the funding year and financial year for the AEB:

|  |  |  |
| --- | --- | --- |
| **Funding and Contract year** | **Funding Year Periods** | **Months and Financial Year** |
| 2019 to 2020 Funding year | Period 1 – 8 | August 2019 to March 2020, 2019 to 2020 financial year |
| Period 9 - 12 | April 2020 to July 2020, 2020 to 2021 financial year |

1. **Sub-contracting and consortia**
   1. The WMCA understands that both sub-contracting and consortium approaches have an important role to play in the delivery of the AEB, providing a point of entry for many small independent, voluntary and community-based providers to support the adult offer across the region. Bidders will need to be clear and transparent about any sub-contracting and consortia arrangement(s) it will put in place, in terms of both the volume and value of each sub-contracting or consortium arrangement to support its bid. We expect to see bidders share with us how they will work closely with their based sub-contractors in ensuring that supply chain arrangements and associated management fees best meet the needs of our residents.
   2. Where practical, bidders are encouraged to develop working partnerships with existing collaborative groups operating across higher education, further education, local authorities and adult education community.
   3. We want providers and their supply chain to be committed to the proposed delivery. However, the WMCA appreciates that sub-contracting arrangements may change through a bidding process. Where these changes represent less than 20% of the planned delivery, these would need to be confirmed prior to contract agreement stage. Where changes are greater than the 20% overall planned delivery the WMCA reserves the right to deselect the bidder.
   4. We have considered whether we should set a funding cap on management fees for sub-contracting. We have concluded not to at this present time as we feel to prescribe in this way could inadvertently set a market rate which does not support the type of working relationships described above.
2. **Service requirements**
   1. The service must comply with the contract and the performance management rules published by the WMCA. The overall aim of the service is to engage WMCA residents aged 19 and above and provide education and training to equip them with the skills both they and local employers need, enabling them ultimately to access or progress in work.
   2. Prior to commencing delivery of the service, AEB procured providers must hold the appropriate approvals and authorities to deliver the service.
   3. Bidders must have the capacity and capability for data and evidence collection, management and reporting, and must be able to comply with both the WMCA and the ESFA submission of data including but not limited to the Individualised Learner Record (ILR) or Earnings Adjustment Statement (EAS). Links to the ILR specification and support manual are provided in section 16 below.
   4. AEB procured providers must have robust processes and controls in place to ensure the eligibility of the learner, comply with audit requirements, monitor progress and manage risks. Further information on data, evidence and reporting requirements can be found in the funding rules.
   5. Bidders must have sufficient qualitative and quantitative controls in place to scrutinise and report on quality performance including participation, success rates, progression and outcomes. Bidders must also conform with inspectorate bodies inspection framework requirements for post 16 education related to the AEB.
   6. As part of our new ways of working, we will work with providers to develop relationships that better support improved outcomes for our residents. Through collaborative working we expect providers to work closely with local authorities and stakeholders at a local level. Through our relationship management approach we will monitor performance regularly at various intervals throughout the year. More details on this can be found in our funding and performance rules.
   7. The ESFA will retain responsibility for some aspects of the AEB, including the management of the ILR system. The Secretary of State retains responsibility in setting the statutory entitlement for adult learners.
3. **On-boarding**
   1. Prior to delivery starting on 1st August 2019, there will be a range of on-boarding activities that will take place between contract awards and the end of July 2019. Part of this on-boarding will include an event to which we will invite all successfully commissioned providers (including grant providers) and local authorities to meet and understand next steps, network and develop relationships.
   2. WMCA officers will also meet with each provider individually to support the on-boarding process and develop key points of contact to support the successful deployment of funding via contract. This will also include pre-checks for systems and processes.
4. **Partnership working**
   1. To bring about change to current ways of working with the AEB, we want our providers to work collaboratively at a local level. We believe that the swiftest way we can bring about change and transformation in AEB delivery and achieve improved outcomes at a local level is through partnership working. Therefore providers and their supply chains must engage and work closely with a wide range stakeholders including local authorities in each locality.
5. **Performance management**
   1. As set out earlier in this specification, we are focused on developing relationships that are collaborative to bring a sharper focus to the delivery of the AEB. Our primary focus will be on improving the outcomes for residents and therefore the performance management approach will reflect this. We will develop ways of working that allow us to have high level collective discussions where we can share performance information at a local level to enable providers to respond proactivity to areas of need and intervention.
   2. At an individual provider level, we will work sensibly in our monitoring and ensure that our activity from a provider management perspective is risk based and supportive in addressing performance issues, provide assurance and, where necessary take action. As part of assurance arrangements there will be requirements to test compliance at a learner level and these will take place at agreed points in the year as part of our performance management arrangements.
   3. We will publish our performance management rules in June 2019. We will be basing these on the current ESFA performance management rules but are considering what changes might be needed to enable effective performance management of these new contracts.
6. **European Social Fund**
   1. Funding awarded through the AEB commissioning process is classified as being clean in terms of being able to be matched with EU structural investment funds (e.g. ESF). Organisations commissioned to deliver AEB-funded provision must not endeavour to independently match AEB funding to any other funding stream without the express and complicit consent of the WMCA. The WMCA reserves the right to match this funding at source.
7. **Data retention**
   1. All information obtained, created, processed and retained by the winning supplier in fulfilment of contractual obligations will remain the property of the WMCA, or under assumed ownership on behalf of the data owner, and will be handled and securely processed in accordance with the information handling conditions set down by the WMCA.
   2. In terms of GDPR/Data Protection relevant information, the WMCA is a Data Controller and retains all rights in determining the purposes and means of processing personal data. The WMCA may also be a Data Processor, on behalf of other information sharing stakeholders and may impose information handling conditions on the winning supplier on behalf of the Data Controller.
8. **Evaluation of procured provision**
   1. The WMCA will evaluate the impact of the transfer of the AEB to the Combined Authority. Our focus will be to review the effectiveness of our approach to commissioning along with the impact of the delivery against our Regional Skills Plan. The WMCA reserve the right to ask successful bidders to provide any additional relevant information.
9. **Additional information**

The WMCA Regional Skills Plan can be found here: <https://www.wmca.org.uk/media/2267/regional-skills-plan.pdf>

The WMCA Strategic and Economic Plan (SEP) can be found here: <https://www.wmca.org.uk/what-we-do/strategy/>

Local Industrial Strategy for the West Midlands – consultation <https://www.wmca.org.uk/what-we-do/industrial-strategy/>

The ILR specification (i.e. which fields are required) can be found here: <https://www.gov.uk/government/publications/ilr-specification-validation-rules-and-appendices-2018-to-2019>

The ILR Provider Support Manual (i.e. ‘how to…’ guide) <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/680274/ILRProviderSupportManual_2017_18_v3.1_Feb2018.pdf>

WMCA AEB Web Page: https://www.wmca.org.uk/what-we-do/productivity-skills/adult-education-budget/