

# Identifying and Managing Underperformance

Minimum Levels of Performance and Notices to Improve Technical Annex

**December 2011**

Of interest to everyone involved in delivering provision funded by the Skills Funding Agency and the Young People's Learning Agency

In partnership with



Young People's  
Learning Agency

This document provides additional information on the processes and guidance for the identification and management of underperformance and the operation of Notices to Improve in the FE system in 2011/12, using 2010/11 success rate data to inform 2012/13 commissioning.

For information

## Contents

**Section one** - Learner Responsive Minimum Levels of Performance – explanatory notes and technical information

**Section two** - Employer Responsive Minimum Levels of Performance – Apprenticeships - explanatory notes and technical information

**Section three** - Employer Responsive Minimum Levels of Performance – Train to Gain - explanatory notes and technical information

The purpose of this document is to provide additional support, clarity and context for the main guidance, Minimum Levels of Performance and Notices to Improve, and should only be read in conjunction with that guidance.

A link to the main guidance can be found in the Useful Links section at the back of this document.

Important Note: this document contains a number of links to the Data Service. Register to receive alerts from the Data Service at:

<http://www.thedataservice.org.uk/WebAlerts/>

Note: For the purpose of this guidance document the Learning Aim Database (LAD) is, where indicated, the current source of information. However, from 2012 the Learning Aim Reference Application (LARA) will be the replacement source for information identified within this guidance.

## Section one

### Learner Responsive Provision

#### Minimum levels of performance in Learner Responsive Provision

##### Understanding the provider level report for learner responsive provision

##### The Report

The Minimum Levels of Performance (MLP) report for learner responsive provision consists of three sections:

- headline analysis
- analysis by sector subject area (SSA) and level of learning
- analysis by map code level.

Examples of these reports are shown in this annex.

Additionally, map code level analysis by age has been included, for information only.

##### Part 1 – Headline analysis

#### Learner Responsive - Minimum Level of Performance Report Provider Summary – 2010/11

1. This section of the report summarises the percentage of the provider's provision below the MLP success rate thresholds for long-course provision (provision of over 24 weeks duration), short (5 – 24 weeks) and very short provision (fewer than five weeks). A red cell indicates that 25% or more of the provider's provision is below the given threshold. A yellow cell indicates that between 15% and 24.9% of the provider's provision is below the given threshold. It represents the total underperforming provision aggregated across underperforming SSAs.

##### LR Report Example 1 – Headline analysis

Region	Local Authority	Provider Type	Provider Name	Long	Short	V. Short
Region	Local Authority	SeFC	<b>Springfield Sixth Form College (xxxxxx)</b>			
			% provision below threshold	<b>33.9%</b>	<b>21.8%</b>	<b>13.9</b>
			GLH below threshold	217,455	1,636	69
			Total GLH	641,459	7,504	500

2. As shown in Example 1, MLP are calculated separately for learner responsive long and short-course provision. The calculation for very short provision is for information only.

## Part 2 – Analysis by SSA and level of learning

3. The MLP analysis of performance in the second part of the report is broken down by qualification level within each SSA. This information is shown as a grid consisting of the 15 SSAs\* analysed by level and age.

A detailed explanation of how the figures are calculated is set out in the Learner Responsive Technical Definitions section of this document.

An example of the analysis by SSA and level of learning section of the report is shown below.

### LR Report Example 2 – SSA analysis

Region:  
Local Authority:  
Provider: xxxxxx College

Provision BELOW the success rate threshold for LONG Programmes is 33.9%

Sector Subject Areas		Level 1	Level 2	Level 3 A level	Level 3 non A level	Level 4 or higher	Level Unknown	Total by SSA
01. Health, Public Services and Care	Weighted success rate	58.6%	76.0%	77.6%	75.0%			74.3%
	GLH	13,800	26,176	53,020	1392			
	Starts	52	74	180	8			
	Associated funding	£32,739	£81,680	£233,277	£0			
16-18	Weighted success rate	58.6%	76.0%	77.6%	75.0%			74.3%
	GLH	6,900	13,088	26,510	696			
	Starts	26	37	90	4			
	Associated funding	£32,739	£81,680	£233,277	£0			
19+	Weighted success rate	58.6%	76.0%	77.6%	75.0%			74.3%
	GLH	6,900	13,088	26,510	696			
	Starts	26	37	90	4			
	Associated funding	£32,739	£81,680	£233,277	£0			
02. Science and Mathematics	Weighted success rate	58.6%		77.6%	75.0%	77.6%	75.0%	74.3%
	GLH	6,900		19,988	39,598	26,510	696	
	Starts	26		63	127	90	4	
	Associated funding	£32,739		£233,277	£314,957	£233,277	£0	
16-18	Weighted success rate			76.0%	77.6%			74.3%
	GLH			13,088	26,510			
	Starts			37	90			
	Associated funding			£81,680	£233,277			
19+	Weighted success rate	58.6%		58.6%	76.0%	77.6%	75.0%	74.3%
	GLH	6,900		6,900	13,088	26,510	696	
	Starts	26		26	37	90	4	
	Associated funding	£32,739		£32,739	£81,680	£233,277	£0	

\* An SSA is only listed in a provider level report where that provider has had learning activity take place within that SSA.

4. Each of the blocks shows a weighted success rate for the qualifications relevant to the SSA. If the overall success rate for the SSA is below the minimum level it is coloured red and if it is equal to or above the minimum level it is coloured green.

## Part 3 - Analysis by map code level

5. In each learner responsive report there is a detailed analysis of performance at map code level. A map code is an aggregation of qualifications of the same type and subject regardless of either awarding body or syllabus.

6. The map code report highlights those map codes that are below the minimum level in one of two ways:

where the SSA by learning aim level is above the minimum level overall, the pockets of underperformance at map code level will be highlighted in yellow. Because the SSA by learning aim level is above the minimum level overall, these pockets of underperformance are not included as underperforming in the overall MLP calculation; and

where the SSA by learning aim level is below the minimum level, the underperforming map codes will be shown in red. These are included in the calculation of underperformance.

## Learner Responsive - Minimum Level of Performance Results Map Code Level Report – 2010/11

### LR Report Example 3 – map code level

#### 1. Long Programmes

Region:  
Local Authority:  
Provider: xxxxxx College

Provision BELOW the success rate threshold  
for LONG Programmes is 33.9%

	Weighted success rate	GLH	Starts	Associated Funding
<b>01.Health, Public Services and Care weighted result</b>	<b>74.8%</b>	<b>47,194</b>	<b>157</b>	<b>£347,696</b>

<b>SSA 01 Level 1</b>					
10030141	BTEC Introductory Diploma in Health and Social Care	64.7%	5,950	17	£32,739
1003013X	BTEC Introductory Certificate in Health and Social Care	20.0%	950	9	£0
<b>SSA 01 – Level 1 weighted result</b>		<b>58.6%</b>	<b>6,900</b>	<b>26</b>	<b>£32,739</b>

<b>SSA 01 Level 2</b>					
10050735	BTEC First Diploma in Health and Social Care	71.7%	5,950	17	£32,739
10050723	BTEC First Certificate in Health and Social Care	20.0%	950	9	£0
<b>SSA 01 – Level 2 weighted result</b>		<b>68.6%</b>	<b>6,900</b>	<b>26</b>	<b>£32,739</b>

<b>SSA 01 Level 3 A level</b>					
10042957	GCE A Level in Health and Social Care (Double Award)	64.7%	5,950	17	£32,739
10042945	GCE A Level in Health and Social Care	20.0%	950	9	£0
<b>SSA 01 – Level 3 A level weighted result</b>		<b>76.6%</b>	<b>6,900</b>	<b>26</b>	<b>£32,739</b>

Information repeated for:

- Level 3 non-A Level
- Level 4 or higher
- Level unknown

This is then repeated for each SSA which has data.

7. In addition, a map code level summary report by age group is also provided. This report is for information only therefore cells will be left unshaded.

An example of the analysis by map code and age report is shown below.

#### LR Report Example 4 – map code level by age

Region:  
Local Authority:  
Provider: xxxxxx College

	Age-band	GLH	Starts	Associated Funding
<b>01 – Health, Public Services and Care weighted result</b>	<b>16-18</b>	<b>24,890</b>	<b>83</b>	<b>£187,912</b>
	<b>19+</b>	<b>22,314</b>	<b>72</b>	<b>£156,696</b>

<b>SSA 01 - Level 1</b>					
B0110254	BTEC Introductory Diploma in Health and Social Care	16-18	2,750	8	£16,739
		19+	3,200	9	£16,000
B0110249	BTEC Introductory Certificate in Health and Social Care	16-18	500	4	£0
		19+	450	5	£0
<b>SSA 01 – Level 1 weighted result</b>		<b>16-18</b>	<b>3,250</b>	<b>12</b>	<b>£16,739</b>
		<b>19+</b>	<b>3,650</b>	<b>14</b>	<b>£16,000</b>

<b>SSA 01 - Level 2</b>					
B0110254	BTEC First Diploma in Health and Social Care	16-18	2,750	8	£16,739
		19+	3,200	9	£16,000
B0110249	BTEC First Certificate in Health and Social Care	16-18	500	4	£0
		19+	450	5	£0
<b>SSA 01 – Level 2 weighted result</b>		<b>16-18</b>	<b>3,250</b>	<b>12</b>	<b>£16,739</b>
		<b>19+</b>	<b>3,650</b>	<b>14</b>	<b>£16,000</b>

<b>SSA 01 - Level 3 A level</b>					
B0110254	GCSE AS Level in Health and Social Care(Double Award)	16-18	2,750	17	£16,739
		19+	3,200	17	£16,000
B0110249	GCE AS Level in Health and Social Care	16-18	500	9	£0
		19+	450	9	£0
<b>SSA 01 – Level 3 A level weighted result</b>		<b>16-18</b>	<b>3,250</b>	<b>12</b>	<b>£16,739</b>
		<b>19+</b>	<b>3,650</b>	<b>14</b>	<b>£16,000</b>

Information repeated for:

- Level 3 non-A Level
- Level 4 or higher
- Level unknown

This is then repeated for each SSA which has data.

## Learner Responsive Provision

### Technical Definitions

#### MLP Success Rate Thresholds

8. The MLP is applied to blocks of provision defined by SSA and learning aim level. To determine which provision is below the minimum level, the weighted success rate is compared with the following MLP success rate thresholds for long and short provision:

Long  
Level 1: 63%  
Level 2: 63%  
Level 3 (excluding A- levels): 63%  
Level 4+: 61%  
Level 3 A-Levels (excluding AS levels): 75%  
Short All Levels 65%

#### Guided learning hours

9. The MLP reports show the total expected guided learning hours (GLH) for each block of provision. The GLH is defined by SSA within learning aim level, and provides an indication of the volume of provision delivered in each block.

*How is it derived?*

The figure shown is the sum of the expected GLH for each year of each learning aim within the block of provision. Expected annual GLH is a standard derived variable used by the Data Service.

For a full definition of the *a\_inyr\_expected\_glh* variable and for further information on GLH, a link to the Data Dictionary is provided in the Useful Links section.

#### Weighted success rates

10. The weighted success rate calculation determines whether the block of provision exceeds or falls below the MLP success rate threshold.

11. The success rate calculation for MLP is 'weighted' by using expected GLH for each learning aim. The resulting weighted success rate is most heavily influenced by those programmes requiring the greatest level of teaching resource.

For further information on GLH, a link to the Data Dictionary is provided in the Useful Links section.

12. The weighted success rate for each block of provision (see LR Report Example 2) is calculated as below:

$$\frac{\textit{Sum of expected GLH that has been achieved}}{\textit{Total expected GLH}} \times 100$$

## Calculation of percentage of provision below the threshold

13. The overall percentage of underperformance shown at the front of the report (LR Report Example 1) for long and short is an aggregation of the performance of each block of provision as follows:

### Step 1

Identify all blocks of provision by SSA and level that have a weighted success rate below the MLP threshold (those shaded red as described above);

### Step 2

Each block of provision will have a number of learning aims within it. The methodology will identify those learning aims within the red blocks where the weighted success rates are below the MLP threshold (as shown on the map code level reports);

### Step 3

The expected GLH for each learning aim identified in Step 2 are totalled and calculated as a percentage of the total expected GLH for all blocks of provision on the report. This calculation identifies the percentage of underperforming provision, which is shown at the front of the report.

## Sector Subject Area

14. The categorisation of learning aims into SSA Tier 1 uses the definition supplied by the former Qualification and Curriculum Authority (QCA). The SSA details for any learning aim are available under Key Details in the Learning Aims Database (LAD). A link to the LAD can be found in the Useful Links section at the end of this document.

## Learning aim levels

15. There is a separate column in the Long Course provision report for Level 3 A-levels. The categorisation of A-Level qualifications is consistent with that used in the FE Qualification Success Rate (QSR) methodology.

See Useful Links section for a link to the LAD.

**This year the calculation for A-Levels will exclude AS-Level provision.**

16. The learning aim level is the Notional NVQ Level as defined by the QCA. A full listing of Notional NVQ Level categories for each learning aim is published in the 'Learning Aim' table as part of the Learning Aim Database (LAD).

## Starts

17. Starts are the total number of learning aim enrolments planned to end in the academic year being reported on – in this case 2010/11.

18. Showing the total number of starts helps to identify those blocks of provision that are major contributors to the provider's total offering of programmes.

## **Associated funding**

19. Associated funding indicates the total funding generated by the learning aims represented in each block of provision.

## **Age**

20. Age shows whether the learning aim was undertaken by a 16-18-year-old learner or a learner aged 19 or over.

21. A learner's age group is calculated from their age as at 31 August in the year they started their qualification. Learners of unknown age are included in the age group 19 and over.

22. The age split is provided for information only. Action on the basis of underperformance against the MLP threshold is taken on all-age performance.

# Section Two Employer Responsive Provision Apprenticeships

## Minimum levels of performance in Employer Responsive Provision – Apprenticeships

### Understanding the provider level report for Apprenticeship provision

#### The Report

23. The MLP report for ER provision consists of up to four sections according to the geographical area in which the provider delivers provision:

- a headline analysis (every provider), showing performance at an aggregated level for all Apprenticeship and Advanced Apprenticeship provision;
- an aggregated analysis by SSA Tiers and Sector Framework Codes (SeFC) of performance (all regions analysis);
- an analysis by SSA and SeFC by delivery region – this level of analysis will be supplied for those providers that deliver in more than one location. The implementation of MLP thresholds apply at this level; and
- an analysis by SSA and SeFC by local authority, where there are more than ten learners – this will be available for all providers.

24. Examples of all four levels of reporting are set out below.

#### Employer Responsive – Apprenticeship Report Example 1 Headline Analysis (this example is for a large national provider)

##### xxxx College (xxxxxx)

Region	Local Authority	Apprenticeships	Advanced Apprenticeships	Overall
All Regions		63.2%	41.9%	58.7%
East Midlands		58.6%	39.9%	49.9%
	Derby	49.2%	25.8%	38.7%
	Derbyshire*	66.8%	45.0%	53.2%
West Midlands		77.2%	51.0%	64.2%
	Birmingham	80.9%	55.3%	68.4%
	Solihull	71.2%	39.9%	61.9%

This report summarises the provider's provision which falls below the success rate threshold of 53%. On the analysis by SSA a red block indicates that the success rate is below 53% and a green block that the success rate is 53% or greater.

The headline report provides a snapshot of provider performance at an aggregated level nationally, regionally and at local authority level, and highlights the provision which falls below the success rate threshold of 53%.

25. MLP information is analysed in greater detail by SSA (Tier 1), and by SeFC within each SSA. It is shown as a grid analysed by Apprenticeship (Level 2) and Advanced Apprenticeship (Level 3). The reports also show performance by age groups. The age split is for information only. This analysis is shown nationally (where relevant), regionally (where relevant) and at local authority level (where relevant).

An example of a national level report is shown below.

**Employer Responsive – Apprenticeship Report Example 2  
Sector Subject Area and Sector Framework Code**

**Apprenticeships - Minimum Level of Performance Report  
by Sector Subject Area and Sector Framework Code**

Region: **All Regions**

Provider: **xxxx College (xxxxxx)**

Sector Subject Area			Apprenticeships	Advanced Apprenticeships	Overall
01 Health, Public Services and Care	Total	Success Rates Leavers	40.5% 186	87.5% 33	45.1% 219
	16-18	Success Rates Leavers	93.3% 51	66.7% 8	88.9% 59
	19-24	Success Rates Leavers	27.1% 95	92.3% 18	32.8% 112
	25+	Success Rates Leavers	36.2% 40	73.4% 8	40.1% 48
	SeFC 104 Children's Care Learning and Development	Total	Success Rates Leavers	49.5% 74	76.1% 8
	16-18	Success Rates Leavers	89.7% 15	66.7% 3	85.9% 18
	19-24	Success Rates Leavers	27.1% 35	100% 4	32.8% 39
	25+	Success Rates Leavers	41.2% 29	0.0% 1	39.8% 30
SeFC 236 Health and Social Care	Total	Success Rates Leavers	37.1% 112	88.0% 25	61.3% 137
	16-18	Success Rates Leavers	55.6% 36	80.0% 5	74.5% 41
	19-24	Success Rates Leavers	23.1% 52	90.0% 13	38.7% 65
	25+	Success Rates Leavers	48.9% 24	40.0% 7	49.9% 31

A red block indicates that the success rate is below 53% and a green block that the success rate is 53% or greater.

26. At SeFC level, each block shows a success rate for the framework relevant to the block. If the overall success rate for the block is below the minimum level it is coloured red and if it is equal to or above it is coloured green. Performance at SeFC level is aggregated to SSA Level. Overall performance is also shown.

## Regional Level of Reporting

27. The regional level is the level at which MLP applies. Further detail about precise application of the policy can be found in the main guidance.

### Employer Responsive – Apprenticeship Report Example 3 Regional analysis by Sector Subject Area and Sector Framework Code

#### Apprenticeships - Minimum Level of Performance Report by Sector Subject Area and Sector Framework Code

Region: **East Midlands**

Provider: **xxxx College (xxxxxx)**

Sector Subject Area			Apprenticeships	Advanced Apprenticeships	Overall
01 Health, Public Services and Care	<b>Total</b>	<b>Success Rates Leavers</b>	<b>72.8%</b> <b>30</b>	<b>47.6%</b> <b>40</b>	<b>59.9%</b> <b>70</b>
	16-18	Success Rates Leavers	74.8% 10	40.0% 20	49.9% 30
	19-24	Success Rates Leavers	64.2% 10	51.2% 10	55.5% 20
	25+	Success Rates Leavers	71.9% 10	45.3% 10	61.2% 20
SeFC 104 Children's Care Learning and Development	Total	Success Rates Leavers	52.3% 15	47.1% 20	53.4% 35
	16-18	Success Rates Leavers	64.3% 5	43.2% 5	51.7% 10
	19-24	Success Rates Leavers	72.1% 5	55.1% 5	68.1% 10
	25+	Success Rates Leavers	67.5% 5	40.0% 10	46.7% 15
SeFC 236 Health and Social Care	Total	Success Rates Leavers	77.4% 15	48.4% 20	68.7% 35
	16-18	Success Rates Leavers	65.4% 5	40.0% 5	53.4% 10
	19-24	Success Rates Leavers	49.9% 5	53.4% 5	51.1% 10
	25+	Success Rates Leavers	80.0% 5	47.6% 10	58.9% 15

## Local authority level of reporting

28. As indicated in the table above, MLP will be applied at the regional level. The local authority reports are provided to supply a greater level of detail. Local authorities will have an interest in the performance and quality of apprenticeship provision for young people at this level of geography.

An example of a local authority level report is shown overleaf.

**Employer Responsive – Apprenticeship Report Example 4**  
**Local Authority analysis by Sector Subject Area and Sector Framework Code**

**Apprenticeships - Minimum Level of Performance Report**  
**by Sector Subject Area and Sector Framework Code**

Region: **East Midlands**

Local Authority: **Derby**

Provider: **xxxx College (xxxxxx)**

Sector Subject Area			Apprenticeships	Advanced Apprenticeships	Overall
<b>01 Health, Public Services and Care</b>	<b>Total</b>	<b>Success Rates Leavers</b>	<b>78.1% 25</b>	<b>49.1% 17</b>	<b>65.9% 42</b>
	16-18	Success Rates Leavers	80.0% 14	42.2% 11	68.7% 25
	19-24	Success Rates Leavers	75.2% 11	39.9% 6	65.2% 17
	25+	Success Rates Leavers	71.9% 10	45.3% 10	61.2% 20
SeFC 104 Children's Care Learning and Development	<b>Total</b>	<b>Success Rates Leavers</b>		<b>39.9% 8</b>	<b>39.9% 8</b>
	16-18	Success Rates Leavers		39.9% 8	39.9% 8
	19-24	Success Rates Leavers			
	25+	Success Rates Leavers	67.5% 5	40.0% 10	46.7% 15
SeFC 236 Health and Social Care	<b>Total</b>	<b>Success Rates Leavers</b>	<b>78.1% 25</b>	<b>39.9% 9</b>	<b>58.7% 34</b>
	16-18	Success Rates Leavers	80.0% 14	66.6% 3	75.6% 17
	19-24	Success Rates Leavers	75.2% 11	39.9% 6	64.1% 17
	25+	Success Rates Leavers	80.0% 5	47.6% 10	58.9% 15

## Employer Responsive Provision – Apprenticeships

### Technical Definitions

#### Apprenticeship Sector Subject Area

29. The MLP success rate threshold of 53% is applied to blocks of provision, defined by SSA within Apprenticeships.

30. *How is the sector subject area defined?*

The categorisation is based on SSA Tier 1, as defined by the former QCA.

#### Apprenticeship Frameworks / Sector Framework Code

31. MLP assesses success rates within blocks of provision defined by Framework, at Apprenticeship and Advanced Apprenticeship levels.

32. The categorisation is by individual Apprenticeship Framework. A full listing of each Framework is published on the Apprenticeships website – see Useful Links section.

#### Success Rates

33. The success rate determines whether the block of provision exceeds or falls below the MLP success rate threshold.

34. The overall success rate (based on the latter of the expected or actual end-year – hybrid end-year) measures the proportion of Apprenticeships that are completed at any time, irrespective of when the Apprenticeship was due to be completed. Specifically the measure is defined:

$$\frac{\text{Proportion of programmes achieved successfully at any time}}{\text{Cohort of programmes that are completed}} \times 100$$

For further information on the overall success rate calculation, and a link to the methodology, please see the Useful Links section.

35. Blocks of provision where the success rate is below the MLP threshold will be the subject of interventions which are explained in greater detail in the main guidance.

#### Leavers

36. The definition of a leaver is where an aim has been completed with an actual end-date returned, and the completion status entered is “The learner has completed the learning activities leading to the learning aim”.

### **Success rate by Apprenticeship Framework**

37. For each Sector Framework, the success rate is calculated in the following way:

$$\frac{\textit{Sum of Level 2 and Level 3 Achievements}}{\textit{Sum of Level 2 and Level 3 Leavers}} \times 100$$

### **Success rate by Apprenticeship Sector Subject Areas**

38. The success rate for each SSA is based on an aggregation of the individual Framework level results above.

## Section 3 Employer Responsive Provision Train to Gain

### Minimum levels of performance in Employer Responsive Provision – Train to Gain

#### Understanding the provider level report for Train to Gain provision

##### The Report

39. The MLP report for Train to Gain (TtG) provision consists of up to four sections according to the geographical area in which the provider delivers provision:

- a headline analysis, showing performance at an aggregated level, by level of learning (for every provider);
- an aggregated analysis by SSA Tiers and level of learning of performance (all regions analysis);
- an analysis by SSA Tiers and by level of learning by delivery region – this level of analysis will be supplied for those providers that deliver in more than one location, and will be the level at which MLP policy is applied; and
- an analysis by SSA Tiers and by level of learning by local authority where there are more than ten learners – this will be available for all providers.

Please note, all regions reports are for information only.

#### Employer Responsive – Train to Gain Report Example 1 Provider Summary – 2010/11

40. This report summarises the provider's provision which falls below the success rate thresholds of 68%. On the analysis by SSA, a red block indicates that the success rate is below 68% and a green block that the success rate is 68% or greater.

**UPIN: xxxxxx**  
**xxxx College**  
**UKPRN:1234567890**

Region	Local Authority	FL/ Level 1	Skills for Life	Full Level 2	Full Level 3	Other	Overall
							67.9%
East Midlands		84.6%	49.3%	45.8%	62.9%	87.3%	63.5%
	Derby	59.3%	56.5%	75.8%	67.4%	78.4%	67.2%
	Derbyshire	91.2%	39.7%	22.3%	58.9%	92.1%	66.6%
West Midlands		57.8%	27.1%	89.5%	75.1%	66.9%	69.8%
	Birmingham	63.4%	38.7%	94.3%	64.7%	88.3%	76.2%
	Solihull	55.2%	19.2%	79.6%	82.3%	54.1%	63.2%

## Train to Gain - Minimum Level of Performance Provider Report by Sector Subject Area – National, Regional, Local Authority level

41. Below the headline analysis shown above, performance in respect of TtG provision is shown by SSA Tiers. It is shown as a grid analysed by the level of learning. These reports are produced at a national, regional and local authority level.

Examples of each are shown below.

### Employer Responsive – Train to Gain Report Example 2 National Level Report by Sector Subject Area

Region: **All Regions**

Provider: **xxxxxx xxxx College**

Sector Subject Area		FL/ Level 1	Skills for Life	Full Level2	Full Level3	Other	Overall
14 Preparation for Life and Work	Success Rates	61.2%	55.8%	71.2%	66.7%	88.1%	68.5%
	Leavers	89	112	88	52	21	362
14.1 Foundations for Learning and Life	Success Rates	68.7%	53.4%	66.8%	68.9%	92.1%	65.8%
	Leavers	32	71	25	30	15	173
14.2 Preparation for Work	Success Rates	59.8%	65.1%	73.5%	65.1%	77.8%	70.1%
	Leavers	57	41	63	22	6	189

42. MLP is applied at the regional level.

An example of the regional section of the report is shown below.

### Employer Responsive – Train to Gain Report Example 3 Regional Level Report by Sector Subject Area

Region: **East Midlands**

Provider: **xxxxxx xxxx College**

Sector Subject Area		FL/ Level 1	Skills for Life	Full Level2	Full Level3	Other	Overall
14 Preparation for Life and Work	Success Rates	56.6%	63.2%	83.2%	72.0%	30.0%	74.8%
	Leavers	30	35	50	22	10	147
14.1 Foundations for Learning and Life	Success Rates	42.3%	63.2%	88.0%	85.8%		74.4%
	Leavers	15	35	37	18		105
14.2 Preparation for Work	Success Rates	71.2%		59.4%	40.0%	30.0%	53.9%
	Leavers	15		13	4	10	42

43. As indicated, MLP will be applied at the regional level. The local authority reports are provided to supply a greater level of detail.

An example of a local authority level report is shown below.

**Employer Responsive – Train to Gain Report Example 4**  
**Local Authority level report by Sector Subject Area**

Region: **East Midlands**  
 Local Authority: **Derby**  
 Provider: **xxxxxx xxxx College**

Sector Subject Area		FL/ Level 1	Skills for Life	Full Level2	Full Level3	Other	Overall
14 Preparation for Life and Work	Success Rates	62.9%	51.7%	95.2%	88.0%		77.6%
	Leavers	18	12	21	7		58
14.1 Foundations for Learning and Life	Success Rates	67.8%	71.2%	100%	88%		90.2%
	Leavers	6	4	13	7		40
14.2 Preparation for Work	Success Rates	59.9%	41.2%	20.0%			52.1%
	Leavers	12	8	8			40

## Employer Responsive Provision – Train to Gain

### Technical Definitions

#### Sector Subject Area Tiers 1 and 2

44. TtG performance is shown on the reports at SSA Tiers 1 and 2, and by levels of learning. The categorisation of SSA Tiers is as defined by the QCA. A link to the LAD is available in the Useful Links section

#### Success Rates

45. The success rate determines whether the block of provision exceeds or falls below the MLP success rate threshold. For TtG this is 68%.

46. The overall success rate (based on the latter of the expected or actual end-year – hybrid end-year) measures the proportion of learning aims that are completed at any time, irrespective of when the aim was due to be completed.

Specifically the measure is defined:

$$\frac{\textit{The proportion of learning aims achieved successfully at any time}}{\textit{The cohort of aims that are completed}} \times 100$$

For further information on the overall success rate calculation, and a link to the TtG methodology, please see the Useful Links section.

47. Action in respect of underperformance will be taken at Tier 2 level, informed by performance at Tier 1. This is set out in greater detail in the main guidance.

#### Leavers

48. The definition of a leaver is where an aim has been completed with an actual end-date returned, and the completion status entered is “The learner has completed the learning activities leading to the learning aim”.

#### Blocks of provision shaded red/green

49. Blocks of provision are shaded red to indicate where the success rate falls below the minimum levels of performance success rate threshold of 68%. Those that are equal to or above the threshold are shaded green.

50. Provision contained within red-shaded blocks will be the subject of interventions which are explained in the main guidance.

## Glossary

### ***Associated Funding***

Indicates the total funding generated by the learning aims represented in each block of provision.

### ***Guided Learning Hours (GLH)***

Defined as all times when a member of staff is present to give specific guidance towards the learning aim being studied on a programme.

The total expected GLH is shown for each block of provision in the MLP reports and defined by Sector Subject Area within learning aim level, and provides an indication of the volume of provision delivered in each block.

### ***Hybrid End-Year***

The hybrid end-year is the later of either the actual learning end-year or the planned learning end-year.

### ***Learning Aim Database (LAD)***

The LAD contains information about all recognised learning aims offered by providers. It includes learning aim information required to complete ILR data returns, as well as funding and statistical data.

The LAD holds data for three teaching years – currently 2008/09, 2009/10 and 2010/11.

### ***Leaver***

The definition of a leaver is where an aim has been completed with an actual end-date returned, and the completion status entered is “The learner has completed the learning activities leading to the learning aim”.

### ***Map code***

Aggregation of qualifications of the same type and subject, regardless of either awarding body or syllabus.

Map code level data is used to identify provision that falls below the Minimum Levels of Performance thresholds.

### ***Minimum Levels of Performance (MLP)***

The MLP report for a provider shows whether the provision is above or below a success rate threshold. Where the provision is equal to or above the threshold it is shown in green and where below it is shown in red.

### ***Overall Success Rate***

The overall success rate (based on the hybridendyr) measures the proportion of aims that are completed at any time, irrespective of when the aim was due to be completed. Specifically the measure is defined:

$$\frac{\text{The proportion of aims that have achieved successfully at any time}}{\text{The cohort of aims that are completed}} \times 100$$

### ***Start***

Starts are the total number of learning aim enrolments planned to end in the academic year being reported on – in this case 2009/10.

### **Weighted Success Rate**

The success rate calculation for MLP is 'weighted' by using expected guided learning hours (GLH) for each learning aim. Specifically the measure is defined:

$$\frac{\text{Sum of expected GLH that has been achieved}}{\text{Total expected GLH}} \times 100$$

The resulting weighted success rate is most heavily influenced by those programmes requiring the greatest level of teaching resource.

### **Sector Subject Areas**

Sector Subject Areas are determined by the former QCA. They enable classification of the subject of an aim by Tier 1 and Tier 2.

Tier 1 is a broad grouping of 15 different values (and unknown), for example '1: Health, Public Services and Care'.

Tier 2 is a deeper grouping below Tier 1, with an additional 50 values, for example '1.1: Medicine and Dentistry'.

### **Sector Framework**

The Sector Framework code for the type of learning being undertaken. A full listing of each Framework is published on the Apprenticeships website.

## Useful Links

Minimum Levels of Performance and Notices to Improve Guidance

<http://skillsfundingagency.bis.gov.uk/providers/quality/>

Learning Aim Database (LAD)

<http://providers.lsc.gov.uk/LAD/downloads/LADdownload.asp>

Data Dictionary

<http://www.thedataservice.org.uk/datadictionary/listing/>

List of Apprenticeship Frameworks

<http://www.apprenticeships.org.uk/Partners/FrameworkSearch.aspx>

Qualification Success Rate methodologies 2010/11

[http://www.thedataservice.org.uk/statistics/gsr\\_mlp/employer\\_responsive\\_gsr/](http://www.thedataservice.org.uk/statistics/gsr_mlp/employer_responsive_gsr/)

(Update should be available December 2011)

Skills Funding Agency

<http://skillsfundingagency.bis.gov.uk/providers/quality/>

Young People's Learning Agency

<http://www.ypla.gov.uk/aboutus/contactus>

The Data Service

<http://www.thedataservice.org.uk/ContactUs/>

The information authority

<http://www.theia.org.uk/harmonisingsuccessrates/>

Information on Quality:

Skills Funding Agency

<http://skillsfundingagency.bis.gov.uk/providers/quality/>

Young People's Learning Agency (Quality assurance and intervention)

<http://www.ypla.gov.uk/aboutus/ourwork/qa/>

MLP Frequently Asked Questions and Guidance Notes

[http://www.thedataservice.org.uk/statistics/gsr\\_mlp/mlp/](http://www.thedataservice.org.uk/statistics/gsr_mlp/mlp/)

Skills Funding Agency  
Cheylesmore House  
Quinton Road  
Coventry CV1 2WT  
T 0845 377 5000  
F 024 7682 3675  
[www.bis.gov.uk/skillsfundingagency](http://www.bis.gov.uk/skillsfundingagency)



© Skills Funding Agency

Published by the Skills Funding Agency

Extracts from this publication may be reproduced for non-commercial, educational or training purposes on condition that the source is acknowledged and the findings are not misrepresented.

This publication is available in electronic form on the Skills Funding Agency website:

[www.bis.gov.uk/skillsfundingagency](http://www.bis.gov.uk/skillsfundingagency)

If you require this publication in an alternative format please contact the Skills Funding Agency Help Desk: 0870 900 6800.

Skills Funding Agency – P-110230