Welcome to issue 10 of our e-bulletin.

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If you would like to give feedback or add recipients to this distribution list please contact us at efa.bulletin@efa.education.gov.uk. Please tell us the name, email address, organisation, type of organisation and role of any new recipients.

All statutory guidance and legislation linked from this site reflects the current legal position unless indicated otherwise, but it may not reflect current government policy.

Please click here to see copies of the Skills Funding Agency’s updates
Information and action for all non-EFA contracted providers and local authorities

Article 1 – Applications open for zero-funded contracts

We have developed a zero-funded contract for commercial and charitable institutions and local authority organisations. This is part of our drive to open up the 16-19 education and training market. The contract joins the range of market entry options offered by the Education Funding Agency. Other options include Free Schools, University Technical Colleges, Studio Schools, and responding to open procurements run by the EFA.

Zero-funded institutions will operate under a contract and receive a funding rate of £0 per student in the first year of delivery. The contract will then provide funding in future years. This will be subject to compliance with the contract, available funding and any policy changes or developments. Students at zero-funded institutions will still be eligible to receive bursaries.

During their first delivery year, zero-funded institutions must:

- establish suitable facilities;
- develop links to the local referral and education and training network;
- recruit students and deliver to them education and training in accordance with the EFA contract and the principles governing study programmes as described in the publication 'Study Programmes for 16-19 year olds';
- administer and pay bursaries to eligible students;
- submit the individualised learner record (ILR) for each student;
- be in scope for Ofsted inspection;
- be subject to, and satisfy in the opinion of, the EFA, financial health, audit, assurance and compliance considerations; and
- meet all other requirements in order to be funded the following year.

You can apply for a zero-funded contract if you are a commercial or charitable institution or local authority organisation with no direct EFA contract. This includes institutions that have a sub-contract from an EFA funded provider.

If you would like to apply, please complete and submit a questionnaire to us through the Contracts Finder website. The window for applying for zero-funded contracts is as follows.

<table>
<thead>
<tr>
<th>Window open on Contracts Finder</th>
<th>Assessment Period</th>
<th>Decisions communicated</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 – 31 August 2012</td>
<td>03 – 21 September 2012</td>
<td>Week commencing 24 September 2012</td>
</tr>
<tr>
<td>01 – 12 October 2012</td>
<td>15 October - 02 November 2012</td>
<td>Week commencing 05 November</td>
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<tr>
<td>07 – 31 January 2013</td>
<td>01-22 February 2012</td>
<td>Week commencing 25 February 2013</td>
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<td>01 – 26 April 2013</td>
<td>29 April – 25 May 2013</td>
<td>Week commencing 27 May 2013</td>
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</tbody>
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Back up
Information for ILR-funded providers

Article 2 – 2013/14 Individualised Learner Record (ILR) consultation goes live

The information authority has worked with sector bodies to review the data FE providers are required to return in the 2013/14 ILR. Given significant changes to the way in which the EFA will fund providers from 2013/14, we have made business cases for some additional fields. We have also worked with the information authority to identify any fields that we feel are no longer required.

Consultation on the data requested for collection in the 2013/14 ILR has gone live. The information authority has already started consulting with the sector and gathered views from data users, and is now keen to gather the views of learning providers and software writers in particular. Your input into this consultation process is crucial so please take the time to review the data items requested and let the information authority know what learner data you think should be collected in the 2013/14 ILR.

The consultation process will close on Friday, 31 August. Further details are available on the information authority website.

Action for Academies

Article 3 – Reporting Key Stage 4 results

In issue 5 of this e-bulletin, we asked for your help in providing Ministers with information on your academy’s exam results by 11am on Thursday 23 August 2012.

If you haven’t already done so, could you please complete this spreadsheet and send it to GCSE2012.RETURNS@education.gsi.gov.uk

Information for academies

Article 4 - Academies Accounts Direction published

We have published the Academies Accounts Direction for 2011/12.

The Accounts Direction is published each year. It is a complete reference pack for academy trusts and their auditors. It will help you prepare your annual reports and financial statements, and auditors to report on them.

We have included a model annual report and financial statements to explain the elements to be included in an annual report and financial statements, together with the accounting treatments required.

We have also provided a model format that must be used to ensure consistency between academy trusts’ accounts and clarifies the timelines.
Information for academies

Article 5 - Whole of Government Accounts update

As communicated in issue 9 of our e-bulletin, we have made a small number of technical changes to the following Whole of Government Accounts (WGA) spreadsheets. These spreadsheets are available on our website and will help you complete the WGA exercise.

List of amended returns:

- Large Academy WGA Return
- Small Academy WGA Return
- Academy Budget Forecast
- Counter Party Balance Statement
- LGPS FRS17 Valuation Statement

We have also made the spreadsheets available in different versions of Excel to help those of you that are having compatibility issues. We would appreciate it if you used Excel 2010, if it is available. All other returns and documents are unaltered.

Whole of Government Accounts (WGA) return

We will shortly be writing to academies to explain the procedure to return the WGA spreadsheets to the EFA. In the meantime, if you have any queries please email academyquestions@efa.education.gov.uk. We cannot offer general advice on accountancy and financial reporting or on how to use the academy’s financial systems to produce the return.

Further information on WGA and all of the returns and associated documents can be found on the WGA section of our website.

Land and Property Valuation Statement

Many academies and local authorities helpfully co-operated with the request for a land and property valuation statement by 5 July. Land and property valuations are now underway prioritising those academies that have sent us information.

We have written requesting this information from those academies that have either not sent us a statement, or have made a statement including no usable information. We will be grateful for any remaining returns, as these will allow us to improve our support to academies.

Back up

Information and action for academies, auditors and financial advisors

Article 6 – Financial assurance surgeries

We have planned some further surgeries to follow up our earlier round of seminars, which were held earlier this summer.

These one day surgeries are geared up to problem solving on WGA returns. You are
invited to bring along questions and issues that we can help you resolve.

They will also cover the recently published 2011-12 Academies Accounts Direction, academy budgets and the revised financial assurance regime for 2012/13. The surgeries will be held for academies at the following locations in September:

- Bristol - 3 September
- Birmingham - 5 September
- Manchester - 7 September
- Cambridge - 11 September
- London - 14 September
- Newcastle - 18 September

To book on to a seminar please visit our booking website and type the password WGA2012 when requested.

**Surgeries for academies' auditors and professional financial advisors**

We will also be holding five one day surgeries events specifically for academies' auditors and professional financial advisors as follows.

- London - 29 August
- Manchester - 31 August
- Birmingham - 4 September
- Cambridge - 10 September
- Bristol - 14 September
- Newcastle - 17 September

Auditors and financial advisors can book onto a seminar by visiting our booking website and type the password PSWGA2012 when requested.

Please forward this information directly to your auditors and financial advisors.

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**Information for sixth-form colleges**

**Article 7 – Information Management Portal**

Our Information Management Portal (IMP) provides a secure method of document transfer and allows academies to access documentation and upload documentation as part of an agreed timetable.

We will shortly be asking academies to send us documents using the IMP, so it is important you make sure your account is live and active. You should already have a log-in to this system.

Please check that you can access the system, if you have any problems logging in or any other queries please contact Academyquestions@efa.education.gov.uk.