



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

# AEB Business Cycle Planner 2021-22

Of interest to further education (FE), local authorities (LA), sixth form colleges (SFC), and independent training providers (ITP).

**Version 1 – September 2021**

## August 2021

- Start of the new academic year 2021/22
- DfE/CPCA Data Sharing Agreement Update
- Publish AEB 2019/20 Evaluation
- AEB Innovation Fund/Reserve Fund paper submission to the Skills Committee
- Start AEB 2020/21 Evaluation/Survey
- Procurement 2022/23 - Advertise Market Engagement event
- Annual AEB Assurance Letter to ESFA
- AEB Team Business Planning Day
- EAS Submission – R12
- Innovation Fund Evaluation
- Monthly catch-up with relationship manager

## December 2021

- 2021/22 First Quarter Performance Review (RO3) and RO14 – End Year Performance Review Continues
- AEB 2020/21 Evaluation Publication
- 202/21 AEB Data Summary Report
- Providers Submission of SAR and QIP
- Baseline Funding Allocation Issued for 2022/23
- Issue Reconciliation Statements to Providers for 2020/21
- CPCA Employment and Skills Board
- Adult Learning Provider Group Meeting
- ALPG - Providers Group Meeting
- Business Intelligence Group Meeting
- Monthly catch-up with relationship manager

## April 2022

- AEB Funding Rules and Funding Rates for 2022/23 Draft (Green List)
- Tender Evaluation
- Financial Year End for 2021/22
- Publication of AEB Evaluation – 2020/21
- Monthly catch-up with relationship manager

## September 2021

- End Year EAS Claim submission to CPCA. End of the Month
- AEB Funding Rules and Funding Rates for 2021/22 Version 2
- AEB Commissioning Statement to Providers
- Fourth Quarter Performance Review 2020/21 - R12
- AEB Innovation Fund/Reserve Fund paper presented to the Skills Committee
- AEB Delivery Board Meeting
- Procurement 2022/23 Market Engagement event
- ALPG – Providers Group Meeting
- Combined Authority Board Meeting

## January 2022

- Recovery of Underspend for 2020/21
- DfE Gateway Reporting
- AEB Delivery Plan and Schedule 3 to providers
- AEB Consultation on Funding Policy Changes for 2022/23
- Issue Growth Cases
- Procurement 2022/23 - Issue SSQ
- Adult Education Budget Evaluation 2020/21 and Annual Return papers presented to the Skills Committee
- AEB Delivery Board Meeting
- AEB Annual Conference (Launch)
- Monthly catch-up with relationship manager

## May 2022

- Procurement 2022/23 – Issue Standstill Letter
- Funding Changes for 2022/23 - ESFA
- EAS Submission – R8/9
- Issue Grant Confirmation Letters to Providers
- Issue Contract to ITPs for 2022/23
- AEB Principals Group Meeting
- Monthly catch-up with relationship manager

## October 2021

- Final Funding Claim and End Year Reconciliation 2020/21
- ILR R14 returns and hard close.
- EAS Submission – R14
- AEB Provider Audits Commence
- Innovation Fund Launch -2021/22
- AEB Think Tanks – FE/SFC, ITP and ACL
- CPCA Employment and Skills Board
- Level 3 Delivery Group
- AEB Principals Group Meeting
- Business Intelligence Group Meeting
- Monthly catch-up with relationship manager

## February 2022

- DfE Confirmation of CPCA AEB 2022/23 Allocations
- Analysis of AEB Consultation Result- Funding Policy Changes for 2022/23
- EAS Submission – R5/6
- AEB Funding Rules and Funding Rates for 2021/22 Update (Qualification Green List)
- AEB Annual Planning Review for 2022/23
- AEB Principals Meeting
- Monthly catch-up with relationship manager

## June 2022

- Complete AEB Funding Rules and Funding Rates for 2022/23
- Third Quarter Performance Review with Providers
- ALPG - Providers Group Meeting
- Business Intelligence Group Meeting
- Skills Committee Board
- Combined Authority Board
- Funding Changes for 2022/23 – Providers
- AEB Delivery Board Meeting
- Mobilisation Meeting for New Providers

## November 2021

- 2021/22 First Quarter Performance Review (RO3) and RO14 – End Year Performance Review
- EAS Submission – R3/4
- AEB Delivery Board Meeting
- AEB 2022/23 Procurement/ Commissioning Approach for 2022/23, AEB Commissioning Statement/ Annual Planning and ESOL papers presented to the Skills Committee
- Business Board - AEB Impact Analysis
- Combined Authority Board Meeting

## March 2022

- CPCA Second Quarter Performance Review and in-year Reconciliation for 2021/22/Contract Variations
- CPCA AEB Indicative Allocation for 2022/23 to Providers
- Procurement 2022/23 – Issue ITT
- Adult Education Budget – Funding Allocations for 2022/23 and proposed funding policy changes presented to the Skills Committee
- Combined Authority Board Meeting
- ALPG - Providers Group Meeting
- Business Intelligence Group Meeting
- AEB Delivery Board Meeting

## July 2022

- NSF Level 3 Delivery Group
- AEB Principals Group Review
- End of the academic year 2021/22
- Monthly catch-up with relationship manager