

## Local Authorities claiming Workforce Development Fund

Below is a list of additional data items that are required to become eligible for Workforce Development Fund over and above the requirements for the LA annual return.

### Establishment Data

IIP status

Any other service you provide

Reasons for leaving

Numbers that have left for the above reasons

Destinations after leaving

Numbers that have gone to the above destinations

### Worker Data

Nationality

Induction Status

Care Certificate

Recruitment Source

Start Date

Whether they are full time or part time

Zero hours contract?

Additional Hours worked

Other job roles

Also please note that whilst reduced data for agency workers is acceptable for the LA return a **full worker record** must be submitted as per the WDF criteria when claiming funding.