

POLICY OWNER:
FINAL APPROVAL BY:

Chief Finance Officer
Governing Body

Policy Aim

This document aims to provide consistency of approach and transparency to the College's supply-chain fees and charges in relation to its subcontracting of provision.

Definition of Terms

Standard Management Fee – this fee is determined by the size of the subcontracted partnership contract (as per Maximum Contract Value figure), and the level of College support provided, and is the fee applied to all such contracts to account for standard costs incurred by the College through its management of these contracts.

Additional Contract Fees – sometimes there will be a need to apply an additional fee to offset direct associated costs incurred by the College in its pursuance of the partnership arrangement. These will be determined on a contract-by-contract basis.

Education and Skills Funding Agency (ESFA) – Government funded agency that supports

4. Improving Quality

The College is committed to continual improvement in teaching and learning, both in its own direct provision and in its subcontracted provision. A range of approaches are employed in order to do this, such as session observations and Self-Assessment Reports. In terms of provision subcontracting specifically, the following processes are in place to help monitor quality of provision, and actively improve quality on an on-going basis:

- A robust schedule of Quality Assurance Audits that are carried out throughout the year
- Annual Reviews with target setting
- Regular management meetings between the College and all its subcontractors (with a minimum of one management meeting per term)
- Training and Development workshops (as appropriate)

Full details of the College's approach to the quality monitoring and improvement for subcontracted activity can be found in the Subcontracting Management Plan attached at Annex A.

5. Fees

Standard Management Fee –

8. Communication

Any changes to the policy will be communicated to existing subcontractors at contract management meetings. Furthermore, the College will distribute a copy of this policy to all potential new subcontractors and discuss it with them as part of the College's pre-contracting process.

9. Publication of Policy

An up-to-date copy of this policy will be posted on the College's website. Hard copies of the policy will be made available on request.

10. Related Publications

There are a number of Education & Skills Funding Agency (ESFA) publications that should be referred to in conjunction with this policy that are available at <https://www.gov.uk/government/publications>, some of the key documents, that are updated annually, are listed below:

Subcontracting funding rules for ESFA funded post-16 funding (excluding apprenticeships)

Funding guidance for young people rates and formula
[Education & Skills Funding Agency]

Funding guidance for young people: funding regulations
[Education & Skills Funding Agency]

Funding guidance for young people: sub-contracting controls
[Education & Skills Funding Agency]

Adult education budget (AEB): funding rules
[Education & Skills Funding Agency]

Adult education budget (AEB): funding rates and formula
[Education & Skills Funding Agency]

Apprenticeship funding and performance management rules
[Education & Skills Funding Agency]

GLA AEB Funding Rates and Formula

GLA AEB SEND Flexibility Application Form

GLA AEB Grant Funding and Performance Management Rules

Supply Chain Fees and Charges Policy Approved on behalf of Morley College London by:

On behalf of the College Executive:

Name:

Dr Andrew Gower

Position:

CEO/Principal

Date:

15 July 2024

On behalf of the Governing Body:

Name:

Leisha Fullick

Position:

Chair of Governing Body

Date:

15 July 2024

