

# ESFA Adult Skills Budget Subcontracting Summary

## ESFA Subcontracting Summary & Declarations

The college has a supply chain and subcontracting policy in place and this provides the framework for determining the specific partnerships entered into and the basis of these arrangements, including fees and services.

The baseline college management fee is 20% of all funding income received against the provision to be delivered. This management fee is deducted from the funding body rate that determined the income received by the College. This is derived from the published data in the ILR (Individualised Learner Record) and/or associated PFR (Provider Funding Record). This figure represents the total cost that the College incurs in effectively identifying, selecting and managing all sub-contracted provision and includes the standard amount of Quality Assurance activity that the College would provide for a typical low risk sub-contractor.

The core support likely to be provided to subcontractors in relation to the core management fee retained by the college are outlined, but not limited to those areas listed in annex B of the Supply Chain and Subcontracting Policy. These may vary from time to time as appropriate, but as a general principle will reflect cost broadly proportionate to the core management fee retained.

Further charges to cover additional costs may be added to the base fee relating to any additional support or services that the College deems appropriate or necessary with regard to longer term development or growth of the partnership, the enhancing of learner experience, developing outstanding teaching and learning, provision of learner support or access to other extended services, improving success and learner progress, or any other additional services by negotiation. In very exceptional circumstances the college may discount the core fee by up to 5% where it can be confident that some costs would not directly apply, could be shared or can be offset in other ways to avoid duplication.

The college will typically operate with two bands in relation to additional charges that will be agreed in negotiation with potential partners and be subject to assessment of relevance or need;

Band 1 'Enhanced Package', charged additionally at up to 5% or an agreed fixed fee.

For example, this package would include, but not be limited to the following;

- Negotiated access to selected areas/facilities of the main college site for agreed staff/students
- Access to generic skills assessments, progression planning information and destination tracking/reporting
- Negotiated plans for additional support and advice from Senior or Middle Managers
- Inclusion in direct marketing and publicity to schools through the college core systems
- Training and support in financial planning and/or use of management information by negotiation
- Access to agreed areas of the college MiPlace and support for development of virtual learning

Band 2 'Superior Package' charged additionally at up to 10% or an agreed fixed fee.

For example, this package would include, but not be limited to the following;

- The elements of Band 1 Enhanced Package,
- Access to all learners to the full college site, facilities and extended services
- Formal support to learners for careers, progression planning and destination tracking/reporting
- Access to college wide support systems and curriculum enhancements for the development of core and wider skills, especially in relation to Employability, English and Mathematics
- Use of college based marketing, design, public relations and promotional support systems
- Full access to all counselling, welfare and support infrastructures, including the allocation of a personal supervisor and/or mentor for all learners
- Access as appropriate to college based training for staff by negotiation
- Administration services relevant to student support and financial assistance
- Access to bid for Wygggeston Foundation and wider enrichment funds or resources

In line with the supply chain and subcontracting policy and funding agency expectations the following is the college declaration of SFA subcontracting activity and values.

**1) Final academic year end summary of ESFA Adult Education Budget Subcontracting with partners in 2018-19 (provisional at Year End)**

Subcontracting to: The Leicester College of Performing Arts

- Main subcontractor name	The Leicester College of Performing Arts
- Main subcontractor UKPRN	10024239
- Contract start date	1 <sup>st</sup> August 2018
- Contract end date	31 <sup>st</sup> July 2019
- Type of Provision (eg: Apprenticeship, classroom learning, workplace learning, etc)	Classroom learning
- Funding amount (£.pp) from funding agency to The College for Provision delivered by subcontractor in 2018/2019	£19,491
- Funding amount (£.pp) The College has paid to sub-contractor in 2018/2019	£13,644
- Funding amount (£.pp) The College has retained	£5,847
- Amount (£.pp) subcontractor pays The College, if any, for services and support, (eg. Admin fees), etc	n/a

**2) Summary for planned ESFA Subcontracting with partners in academic year 2019-20**

No further subcontracting of ESFA Adult Skills Budget is planned in 2019/20.