



## SUB-CONTRACTING POLICY

October 2024

### INTRODUCTION

Midland Group Training Services Limited (MGTS) will only subcontract provision in the following circumstances:

- Where the provision is covering a specialist provision that MGTS does not offer.
- Establishing Strategic Partnerships to enhance the quality of delivery of apprenticeships, improve the learner experience, and meet employer expectations.

MGTS is committed to high quality provision and an outstanding learner experience for its learners, including those receiving some provision through one of our partners. Quality and achievement are key drivers to our provision and partners are required to adhere to our policies and procedures and engage positively in the process of continuous improvement and self-assessment.

### SCOPE

This policy applies to all supply chain activity supported by funds supplied by the Education and Skills Funding Agency. This strategy covers service subcontracting where the delivery of a service as part of the delivery of a programme such as procuring the delivery of part of an Apprenticeship standard. *It does not relate to 'provision sub-contracting' i.e. sub-contracted delivery of full programmes.*

MGTS retains full accountability for contract delivery and for direct delivery of the apprenticeship training and/or on-programme assessment associated with each employer's apprenticeship programme. MGTS will only use delivery subcontractors that are on the published Register of Apprenticeship Training Providers.

### RATIONALE FOR SUB-CONTRACTING

MGTS is committed to the high-quality delivery and where appropriate, a small percentage of that delivery is delivered through high quality partners with experience and expertise to meet specific learner needs.

Sub-contracted delivery is typically used to:

- Provide access to, or engagement with, a new range of provision that MGTS is not equipped to deliver.
- Provide customers with niche or expert provision where cost of developing or capacity to develop are not feasible.
- Support employers that have requested the engagement of a specialist partner.

### QUALITY IMPROVEMENT

All learners who are provided with education and training under a sub-contract remain the responsibility of MGTS. All learners and employers supported through sub-contracting arrangements are told about the MGTS's and the Sub-contractor's roles and responsibilities in providing learning.

The quality of the provision will be monitored and managed in line with existing MGTS Quality Assurance processes and procedures. Sub-contractor partners will be required to work with our Quality & Compliance Manager to ensure that delivery meets our robust requirements for learner experience and achievement.

This policy positions sub-contracted provision as a core part of MGTS activity to enable continuous improvements in the quality of teaching, learning and assessment for both MGTS and its sub-contractors.

MGTS will manage and monitor all sub-contractors to ensure that high-quality delivery is taking place that meets our and employer requirements.

### **PAYMENT ARRANGEMENTS**

- Payments are made to the sub-contractor on receipt of an invoice following delivery of the agreed training.
- Payments are made based on an agreed cost per learner.

### **POLICY COMMUNICATION**

In compliance with Education and Skills Funding Agency Funding Rules that apply, MGTS will publish its Subcontracting policy on its website before the start of each academic year as required by the ESFA.

### **AUDIT REQUIREMENTS**

Sub-contractor arrangements are subject to external audit, including ESFA and Ofsted. Co-operation with these processes is explicit within the contracting agreement.

### **MONITORING AND REVIEW PROCESSES**

This strategy will be reviewed, via the senior management team, on an annual basis to ensure it is compliant with Education and Skills Funding Agency Funding Rules and continues to meet the needs of the business.

### **CONTINGENCY PLANS**

In the event that MGTS needs to withdraw from a subcontract arrangement, a subcontractor withdraws from the arrangement, or a subcontractor goes into liquidation or administration, MGTS will take steps to ensure that provision is made so that the learners involved are able to complete their specialist training and qualifications.

**CURRENT SUBCONTRACTOR:** Reaseheath College for Service Delivery

**UKPRN:** 10005404    **Contract Start date:** 1<sup>st</sup> August 2024    **Contract End date:** 31<sup>st</sup> July 2025

**Type of Provision:** Apprenticeships



David Bridgens  
**Chief Executive**

<b>Reviewed:</b> October 2024	<b>Next Review:</b> October 2025
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