

Subcontracting policy for Further Education funding 2020/21

Introduction and rationale for subcontracting

The University of the Arts London is committed to supporting the delivery of Art & Design within compulsory and post-compulsory education. Therefore, as part of the University's further education work we subcontract some of our funding contracts to other institutions to ensure that Art & Design delivery is able to continue. UAL does not subcontract for qualifications other than those relevant to Art & Design.

What institutions do UAL subcontract with?

The University requires its FE subcontractors to be institutions of excellent reputation, of secure financial standing and rated 'outstanding' or 'good' under Ofsted rankings. They need to have systems in place to enable the reporting mechanisms of the learners to be expedient and correct as this is very important to ensure that statutory returns and funding allocations are complete and accurate. Stringent due diligence will be undertaken before a subcontracting agreement can be put in place which will include checks to ensure the Governing Body and senior managers have no links to any diverse activities or conflicts of interest. These assurances will also take place on an annual basis to ensure compliance with ESFA (Education and Skills Funding Agency) guidance.

What can subcontracting do for you?

As an internationally renowned University for Art & Design, UAL supports its subcontractors beyond the financial and contractual requirements of subcontracting. The University is able to support subcontractors through exposure to University events, exhibitions, CPD (continuing professional development) and provide advice and guidance on policy developments (such as the recent 19+ Advanced Learning Loan). In addition, the University is able to support the teaching and learning of students within subcontracted institutions by linking up teaching staff from both institutions, allowing students to use the University's facilities* and inviting students to partake in projects and visits to our campuses. The University of course has a lot to learn from our subcontracted partners as well; most notably through a greater understanding of the students we receive onto our undergraduate programmes.

What support will you receive?

The University will take care of all returns to the funding agencies in relation to subcontracted student numbers (Statutory returns, estimates to funding agencies). In addition, all administration related to 19+ Advanced Learning Loan students will be managed by the University. The University's central FE Office has dedicated time to look after subcontracted relationships and are able to meet with you, termly throughout the year to ensure the programmes of delivery are sound; to check attendance; meet with the student body and support staff at the collaborative institutions.

Supply chain fees and charges

Subcontracted relationships with the University are subject to a flat 20% management retainer. The 20% relates both to funding received by the Education and Skills Funding Agency or Education Funding and tuition fees charged by the subcontractor. There is no differentiation for different cohort sizes.

*The use of facilities is totally at the discretion of the colleges concerned and cannot be assumed

Appendix B

Payments

Payments are made to subcontracted institutions on a monthly basis, in reference to the funding drawn down from each budget line (ESFA, 19+ Advanced Learning Loan). The University will confirm each month the total funding drawn down from new and existing enrolments, and confirm the 80% due to be received by the subcontracted institution. Payments are then made manually to the subcontractor institution. However, it must be noted that the above is very much dependent on the collaborators forwarding enrolment information to the FE Office. There may be delays if this is not received in a timely manner and payments are unlikely to be made if invoices are submitted beyond the end of the contractual date of August 31st.

Subcontracting reviews

The UAL subcontracting policy is reviewed annually by the Further Education Planning and Progression Group (FEPPG). Discussions regarding renewal of subcontracting activity must take place by the end of May for contracts to be renewed for the following academic year. Contracts must be signed by the University's Vice Chancellor and senior management at the subcontractor institution by the end of July for commencement on 31st August each year. Subcontracting contracts run for 12 months and may be discontinued at either parties' discretion with a minimum of 30 days' notice.

Contacts

If you wish to discuss subcontracting with the University further, please contact Lucy Arnold, Associate Director: Progression and Further Education, on l.arnold@arts.ac.uk.