

Subcontracting Policy for Further Education funding 2022/23

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 provision to other institutions to ensure that Art & Design delivery is able to continue.

Subcontracting enhances the opportunities available in Art & Design to learners and enables us to widen access for groups who may be disadvantaged. UAL does not subcontract for qualifications other than those relevant to Art & Design and does not subcontract for delivery outside its normal recruitment area.

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 ratings. They need to have systems in place to enable the reporting mechanisms for 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 and CPD (continuing professional development) and provides advice and guidance on policy developments. 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. 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). The University's central FE Office has dedicated staff to look after subcontracted relationships who 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 subcontractor 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 from the ESFA and GLA and tuition fees charged by the subcontractor. The 20% retainer ensures UAL can cover its administration and quality monitoring costs and is considered to be fair and proportional.

Payments

Payments are made to subcontracted institutions monthly, in reference to the funding drawn down from each budget line (GLA/ESFA, AEB and ESFA 16-19 funding). 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 subcontractors 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 July 31st.

Subcontracting reviews

The UAL subcontracting policy is reviewed and approved annually. Discussions regarding renewal of subcontracting activity must take place by the end of July for contracts to be renewed for the following academic year. Subcontracting contracts run for 12 months and may be discontinued at either party's discretion with a minimum of 30 days' notice.

Contacts

If you wish to discuss subcontracting with the University further, please contact David Sims, Associate Director: Progression Projects and Pre-Degree, d.sims@lcc.arts.ac.uk