

Sub-Contractor Associated Services and Costs



Service	Cost (as % of the 20% management fee retained)	Rationale
Monthly input, audit & submission of learner data to ESFA	30%	<ul style="list-style-type: none">☑ To help ensure data sent to ESFA is 100% accurate☑ To ensure compliance with ESFA Funding Rules and ILR Submission Rules☑ To facilitate regular reporting of performance vs targets☑ To contribute towards the cost of our Management Information System & staff resource
Quality Assurance including Induction & review meetings, teaching observations and monitoring of performance	50%	<ul style="list-style-type: none">☑ To ensure compliance to the ESFA Funding Rules in respect of subcontracting☑ To support/ensure the provision of outstanding teaching & learning to learners☑ To support the provider in their own capacity building
Contract Management including issue of contracts and monitoring of funding generated vs funding paid	10%	<ul style="list-style-type: none">☑ To ensure compliance to the ESFA Funding Rules in respect of subcontracting☑ Meets the cost of our relationship manager & other staff supporting the partnership
Access to Skills & Learning's CPD programme	10%	<ul style="list-style-type: none">☑ To ensure teaching delivery is undertaken by a professional workforce supported by appropriate training, for example:<ul style="list-style-type: none">o Safeguardingo Equality & Diversity