



SELECTION AND APPOINTMENT OF SUBCONTRACTORS POLICY 2021/2022

Apprenticeships/Traineeships - This project supports skills and employment opportunities for young people and adults. It is part funded by the European Social Fund

This policy is subject to annual review and is available on our at website www.apprenticeships-gpstl.co.uk

1. Introduction

- 1.1 As a Education and Skills Funding Agency Prime Provider GPSTL will provide and publish a selection and appointment of subcontractors policy on our website before entering or continuing into any Sub-Contract Agreements.

2. Scope

- 2.1 This policy statement details how GPSTL will select and appoint subcontractors for the delivery of training on behalf GPSTL. The scope and polices will meet Education Skills Funding Agency sub-contracting requirements s detailed within the ESFA funding rules and guidance detailed within the following links;

[Subcontracting Funding Rules for Post 16 Funding \(Excluding Apprenticeships\) 2021.2022 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/614242/subcontracting-funding-rules-for-post-16-funding-excluding-apprenticeships-2021-2022.pdf)

[Adult Education Budget \(AEB\) Funding Rules 2021.2022 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/614242/adult-education-budget-aeb-funding-rules-2021-2022.pdf)

[2122 Provider Rules Version 2 To Publish.pdf \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/614242/2122-provider-rules-version-2-to-publish.pdf)

3. Strategic aim and rationale for subcontracting

- 3.1 GPSTL will only enter into sub-contracting arrangements based on one or more strategic objectives as detailed in the GPSTL Skills Business Plan and ratified by the Governance Board. The following strategic priorities will determine the engagement and partnership of sub-contractors.
- 3.1.1 To support new occupational sector development by utilizing subcontractors' knowledge and expertise.
- 3.1.2 To respond to the skills sector demands within each of our operating regions working closely with combined local authorities and Learning Enterprise Partnerships in providing skills gap opportunities.
- 3.1.3 To respond and support and address the priorities of the Local Skills Improvement Plans (LSIP)
- 3.1.4 To respond and support the Government's National Skills Fund priorities.
- 3.1.5 To enhance opportunities available to learners

3.1.6 To enhance the portfolio of qualifications on offer to our existing and new employer database

3.1.7 To support better geographical access for learners

3.1.8 To provide better access to training facilities

3.1.9 To offer an entry point for disadvantaged groups

4. Selection and Appointment of subcontractors

In selecting and appointing subcontractor/partner organizations GPSTL will only offer subcontract provision where the potential subcontractor meets the following criteria:

- 4.1 The potential subcontractor has been accepted on the Register of Apprenticeship Training Providers
- 4.2 The potential subcontractor meets our due diligence criteria
- 4.3 The potential subcontractor is a legal entity and is recorded as 'active' on Companies House
- 4.4 The potential subcontractor is registered on the UK Register of Learning Providers (UKRLP)
- 4.5 The potential subcontractor holds a valid UK Provider Reference Number (UKPRN)
- 4.6 The provider has a minimum 'Good' Ofsted grading.

5. Reasons for not selecting and appointing subcontractors

- 5.1 The potential subcontractor has an average or below risk warning from the credit agency
- 5.2 The potential subcontract has passed a resolution to wind up or liquidate the company or administrators have been appointed
- 5.3 The potential subcontractor's/partner's statutory accounts are overdue
- 5.4 The potential subcontractor/partner does not meet our due diligence checks
- 5.5 The potential subcontractor/partner has an Ofsted or Care Quality Commission (CQC) rating of 'inadequate'
- 5.6 The potential subcontractor/partner has been issued with a high risk or significant high risk rating for Safeguarding by either Ofsted or the Care Quality Commission (CQC)
- 5.7 The potential subcontractor/partner has allegations of fraud
- 5.8 The potential subcontractor/partner has sanctions imposed by an awarding organisation
- 5.9 The potential subcontractor intends to second level subcontract

6. Decision and awarding subcontracting provision

- 6.1 The GPSTL Board of Governance will review and ratify the rationale and purpose of any potential subcontract procurement
- 6.2 The GPSTL Board of Governance will review and make the final decision on the appropriateness of potential subcontractor/s/partner/s following the completion of the due diligence process
- 6.3 We will not award a contract without ESFA written permission
- 6.4 Following issuance of contracts we will add the subcontract/partner details to the ESFA subcontractor declaration form

7. Policy dissemination

- 7.1 This policy will be disseminated to current subcontractors on initial engagement following successful due diligence and will also be available through the GPSTL website www.apprenticeships-gpstl.co.uk

All potential subcontractors will be made aware of the policy as part of the Due Diligence process.

8. Policy review

- 8.1 This policy will be reviewed at least annually and in addition, in-year reviews will be undertaken as required to reflect any changes to the Education and Skills Funding Agency funding rules.

9. Policy publication

- 9.1 This policy will be published on the GPSTL's website www.apprenticeships-gpstl.co.uk