

# **Subcontracting Rationale and Fees Statement 2025/2026**

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## **Purpose of Subcontracting**

Central Training Academy (CTA) may subcontract elements of provision funded by the Department for Education (DfE) to approved delivery partners where it enhances the breadth, reach, and quality of our learning offer.

Subcontracting supports CTA's strategic aims by:

- Extending the range of specialist and sector-based training available to learners and employers.
- Increasing participation among underrepresented and hard-to-reach groups.
- Delivering learning in geographical areas or sectors where CTA does not have direct capacity.
- Providing flexibility to meet regional and national skills priorities.
- Ensuring value for money and maximising learner outcomes.

CTA does **not** subcontract provision for the purpose of income generation.

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## **Selection and Due Diligence**

All subcontractors undergo a rigorous due diligence process covering:

- Financial health and business viability.
- Quality assurance and history (including Ofsted grading where applicable).
- Safeguarding, Prevent and Health & Safety compliance.
- Data protection, Equality, Diversity & Inclusion.
- Capacity and capability to deliver high-quality provision.

Approval is granted only to those meeting CTA and DfE standards.

All subcontracting arrangements are authorised by the CTA Board of Directors and declared to the DfE.

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## **Management Fees and Support Provided**

CTA retains a management fee between 15% and 25% of all funding drawn down for subcontracted provision.

The exact fee is based on:

- Volume and value of delivery.
- Quality and risk profile of the subcontractor.
- Support and monitoring required.

The management fee covers the cost of a comprehensive package of support and quality assurance, including:

<b>Support Area</b>	<b>Details of Services Provided</b>
Quality Assurance	Regular on-site and remote visits, observations of teaching and learning, and support with improvement planning.
Performance Monitoring	Monthly data and financial reviews, quarterly performance reports, and KPI monitoring.
Funding & Compliance	ILR data management, PFR/FAM reconciliation, audit readiness, and DfE funding compliance checks.
Safeguarding & Prevent	Oversight of safeguarding processes, training access, and monitoring of reporting systems.
Training & Development	Access to CTA's CPD sessions, policy updates, and best practice forums.
External Audits	Annual independent external audit of subcontracted provision.

## **Payment Terms**

Subcontractors are paid within 30 days of CTA receiving DfE funding, provided all data and evidence requirements have been met.

## **Monitoring and Review**

CTA ensures robust oversight of all subcontracted activity through:

- Monthly contract and performance reviews.
- Quarterly quality visits and audits.
- Annual review meetings.
- Risk-rated monitoring plans.
- Learner and employer feedback.

Where performance or compliance concerns are identified, CTA implements an improvement plan or may withdraw funding.

## **Publication and Declaration**

This statement:

- Meets the requirements of the *DFE Funding Rules for 2025–26* and *Subcontracting Standard (2022, updated 2024)*.
- Is reviewed and approved annually by CTA's Board of Directors.
- Is published on the CTA website: [Subcontractors - Central Training Group](#)
- Will be updated following submission of the DfE Subcontracting Declaration (Autumn 2025).

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## Subcontractors for 2025–26

Subcontractor Name	Delivery Type	Funding Stream	Estimated Value (£)
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*To be completed following DfE declaration*

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**Approved by:**

**Board of Directors, Central Training Academy**

**Date:** September 2025

**Next Review:** August 2026