



# THE BRITISH RACING SCHOOL

## Subcontracting Policy

<b>Formatted:</b>	
<b>Review Date:</b>	
<b>By:</b>	<b>Simon Page</b>

**This Policy links to:**

## Policy Statement

To cover training requirements of the Thoroughbred Racehorse Breeding Industry, the British Racing School (BRS) sub-contracts the provision of Intermediate Apprenticeships and Advanced Apprenticeship (Breeding Option), to The National Stud, Newmarket, Suffolk. As BRS remain ultimately responsible for all that is delivered by subcontractors, they will undergo risk management and due diligence processes to ensure that any subcontractor is in good financial health and has the capacity and capability to manage a subcontract, including delivery, equality, diversity and ethical values.

BRS is a signatory to the Common Accord, and commits to the “Overarching Principle” that: supply chains seek to optimise the impact and effectiveness of service delivery to the end user.”

### Subcontractor Details:

Subcontractor: The National Stud, Newmarket, Suffolk.

UKPRN: 10028021

Contract start 01/08/2015, End 31/07/2016.

Provision: 16-18 Apprenticeships, 19+ Apprenticeships, incorporating classroom learning and workplace learning.

Size of Funding Subcontract: £130,000

Subcontractor to receive support in terms of Learner Management on PICS system, monthly submission, copy of relevant documents, staff training and advice, monthly meetings, and yearly audit.

The BRS require subcontractors to be listed on the Register of Training Organisations (RTO), if their contract is over £100,000, and to keep to the funding rules of both the Education Funding Agency and the Skills Funding Agency.

Subcontractors must give the BRS, and any other person nominated by them, access to their premises and all documents relating to providing education and training funded through the subcontract.

Subcontractors must give sufficient evidence to allow BRS to assess their performance against Ofsted’s Common Inspection Framework. They must always have suitably qualified staff available to provide the education and training funded through the subcontract, and must co-operate to make sure that there is continuity of learning if the subcontract ends for any reason.

### Fees and Charges:

The BRS will levy a management fee of 10% on any funding claimed under the subcontract.

In addition, a 5% charge will be made to cover the range of services the BRS provides to the subcontractor (previously mentioned above). The total charge of the management fee and charge for 2015/16, to the National Stud, will therefore be 15% of earned funding.

In addition, subcontractors are expected to pay for charges levied by LANTRA for claiming Apprenticeship Certificates at the end of successful programmes. This charge is currently £22 per Apprenticeship Certificate claimed.

**Payment Terms:**

Payments to the National Stud will be made monthly, based upon estimated funding earned during the previous month. Any necessary adjustments regarding funding earned will be done at Contract year end.

This Sub-contractor Policy will be reviewed annually, and can be found on the BRS website.

2015 to 2016 Subcontractor Declaration form can be downloaded below.

THE APPRE 10000931 V1 – Sub Contractors Declaration 1 Pre Validation Checks THE APPRE 10000931 V1 – Sub Contractors Declaration 1

SFA SUB CONTRACT VALUES FOR 2015/16			
UKPRN	Subcontractor	Actual Funding Paid	Actual Funding Retained
10028021	National Stud Limited	£57,685.30	£10,179.76

For more information please contact Simon Page: [simon.page@brs.org.uk](mailto:simon.page@brs.org.uk)