
Subcontracting Supply-chain Fees and Charges Policy 2025-2026

1. Policy Statement

Oasis Care and Training is committed to providing high quality provision and this is reflected when we use sub-contractors to deliver some of this. This policy document broadly outlines the Oasis subcontracting supply-chain fees and charges policy. More specific contractual obligations will be embedded within each subcontractor's agreement.

2. Scope

The Policy applies to all subcontracted partner organisations.

3. Improving the Quality of Teaching and Learning

Oasis Care and Training will support, develop and share good practice through; quality reviews; operational meetings; observations of teaching and learning and learner and employer feedback.

4. Management Fees

Oasis Training retains a management fee from all subcontracted partner organisations, this is typically around 20%. The fees charged reflect the cost of the procurement process and the management of the contracts.

Subcontractors working with Oasis Care and Training receive a high level of support and guidance and access to provider systems, including:-

- Quality management systems
- Certification and registration with awarding bodies if required
- Management Information Services and data control advice
- Audit of management systems and delivery and observation of teaching, learning and assessment
- Safeguarding of Young People and Vulnerable Adults procedures
- Teaching, Learning and Assessment coaching
- CPD Opportunities and planned training and development
- Policy development

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- Support with Education and Skills Funding Agency Rules compliance
- Regular national updates regarding funding and policy guidance

Not all subcontractors are charged the same management fee, differences in fees are dependent upon the level of support required, the experience of the subcontractor, their target learners; their track record, published success rates and the level of risk as determined by the due diligence process.

5. Payment Arrangements

Payments will only be made to the Subcontractor once the Oasis has received the funding from the Funding Agency.

Apprenticeship start payments are subject to a minimum stay of 6 weeks. No start payment will be made until after the minimum stay period.

Oasis will calculate the amount payable to the Subcontractor each month as follows: Following validation of the evidence in the ILR return, Oasis will make the appropriate payment to the Subcontractor based on the level of income received from the Education and Skills Funding Agency per month minus any deductions agreed in the contract. The Subcontractor will be notified of the payment and will invoice the Contractor for that amount. Oasis will normally pay the Subcontractor within 30 days of receiving the invoice. Any anomalies that arise following payment will be subject to reconciliation at a later invoice date.

6. Policy Communication

The Policy is available on-line at <https://www.oasiscareandtraining.org.uk/> and can be made available in hard copy upon request. The Policy will be discussed with all current and future subcontractors during contract negotiation meetings.

7. Submitting Funding Data

Data regarding the level of funding earned by each Subcontractor will be submitted via the ILR according to Funding Agency requirements.

8. Policy Review

The Policy will be reviewed on a regular basis and/or when significant Changes in the Funding Rules occur.