

UEA Apprenticeships Rationale for Use of Sub-contractors 2025-26
Date: October 2025

Purpose

This Policy sets out the University's rationale for subcontracting any part of its higher and degree apprenticeship provision. The policy and any updates are published on the UEA web site in accordance with the Department for Education rules – as expressed in the Apprenticeship Funding Rules 2025-26 Version 2.

Introduction

University of East Anglia (UEA) started the delivery of higher and degree apprenticeships in February 2018 and continues to support employers to develop the skills of their workforce on the basis of business need. The provision of higher and degree apprenticeships fits into the [UEA 2030 Strategy](#). The University is delivering a number of higher and degree apprenticeships supported by funding administered by the Department for Education (DfE). In accordance with the DfE Apprenticeships Funding Rules 2025-26 this policy defines the rationale under which the University will subcontract DfE funded higher and degree apprentice provision.

Rationale for subcontracting

The main reason that the University subcontracts higher and degree apprenticeship provision is to enhance the scope, reach and quality of our apprenticeship offer. The specific reasons for choosing to subcontract would be at least one of the following:

- To enhance the opportunities available for learners;
- To fill gaps in niche or expert provision, or to provide better access to training facilities;
- To support better geographical access for learners;
- To offer an entry point for disadvantaged groups; or
- To give consideration of the impact on individuals with shared protected characteristics.

In addition to the reasons listed above the following rationale would be considered, but these reasons are considered as secondary and would only be considered if at least one of the above was proven:

- That engaging with a particular subcontractor would bring benefits to the region in terms of business innovation and knowledge transfer with the University and its stakeholders
- As a result of a joint bid or similar for higher and degree apprenticeship funding in which the University was the lead provider (for example to meet the needs of particular employers/ sectors or particular potential apprentices)
- To satisfy particular needs (of employers/ apprentices/ main provider) related to scope, reach or quality of apprenticeship training provision.

The University is a national and international higher education provider and therefore it may decide to subcontract outside its region in order to work with organisations that will enhance the delivery of particular educational/ skills needs, thus providing better geographical access for learners where there is no local provision of an apprenticeship standard.

Governance of subcontracting agreements

Existing subcontracted arrangements are reviewed at regular intervals by the University Apprenticeship Governance Committee to ensure quality of provision and contract monitoring is robust. In addition, operational subcontracting arrangements are overseen by both School and

Faculty Executive committees and progress is reported to the University Learning and Teaching Committee.

Renewal of existing contracts includes testing against the rationale stated above and contracts are renewed only where this provides the best learning experience.

New subcontracted requests from Schools of Study will be submitted to the UEA Apprenticeship Governance Committee for consideration and will need to provide evidence that they meet the rationale above. Any additions approved by the committee will be reported to the UEA Learning and Teaching Committee. Approvals will then follow **UEA Published Arrangements for Sub-contracting 2025-26**.

Review

This Policy is subject to annual review by relevant Institutional Academic Lead to ensure it continues to meet the University's needs and the requirements of the University's contract with the DfE and all relevant funding agency regulations.

Approved by:

Name: Professor Zoe Butterfint, Associate Pro Vice Chancellor Academic Partnerships and Apprenticeships, Chair of UEA Apprenticeship Governance Committee

Signed:



Date: 27.10.25