



Our Subcontracting Rationale & Charges Policy

Siemens Mobility Limited

1. Introduction

1.1 As a DfE Main Provider Siemens Mobility Limited must publish a subcontracting fees and charges policy on our website before entering into any subcontracting agreements for the 2025/2026 academic year.

2. Scope

2.1 This policy statement details how Siemens Mobility Limited will manage subcontractors in 2025/2026.

This policy is published in line with DfE requirements stated in the Apprenticeship Funding Rules for Main Providers 2025/2026 found on the DfE website [here](#)

and published on our website:

<https://new.siemens.com/uk/en/company/jobs/search-careers/apprenticeships.html>

3. Subcontracting Rationale

3.1 Siemens Mobility Limited subcontracts for one or more of the following reasons:

3.1.1 To fill gaps in order to deliver niche provision – building on a subcontractors' extensive and focused experience in the specialist areas.

3.1.2 To support better geographical access for learners

3.1.3 To capacity build – help Siemens Mobility Limited to respond flexibly to changing market demands and emerging opportunities for learners.

3.1.4 To engage with new markets – provide access to, or engagement with, a new range of customers.

3.1.5 To ensure revenue / margin protection – working with subcontractors to explore and learn about new standards or sectors prior to investment in resources.

3.1.6 To ensure greater cost efficiency – to run certain programmes where it would not be viable for Siemens Mobility Limited to build up in-house resources and expertise.

3.1.7 To provide good development opportunities for both Siemens Mobility Limited and its subcontractors, to share good practice and new ways of working.

3.1.8 To complement our own delivery if requested by an Employer.

4. Contribution to Improving the Quality of Teaching, Learning and Assessment

4.1 Siemens Mobility Limited ensures that subcontractors are made aware of the quality processes and procedures and that they are guided and supported by Siemens Mobility Limited to fully comply with these quality standards.

4.2 Siemens Mobility Limited ensures that all subcontractors are made aware of the process of completing the Siemens Mobility Limited due diligence, contracting obligations and as part of annual audit. Any actions arising are addressed in co-operation between Siemens Mobility and the Subcontractor.

4.3 Subcontractors are required to hold centre approvals for the qualifications delivered and fully liaise with the awarding bodies. Siemens Mobility Limited will regularly review External Quality Assurers' reports submitted by Subcontractors and monitor any follow-up required.

4.4 Siemens Mobility Limited will ensure appropriately qualified member(s) of staff quality assure subcontractors. Their responsibilities include undertaking a due diligence check, an annual compliance audit, regular delivery quality checks, conduct observations, and learner voice sessions.

4.5 Due to the increased risks associated with subcontracting elements of the apprenticeship provision. Siemens Mobility Limited requires all potential subcontractors to undergo checks, including:

- Passed the requirements set out in the Academic Partner Procurement Procedure UKI-MO-ES-PR-036
- The quality of education provided by the subcontractor.
- Registration on Apprenticeship Provider and Assessment Register (APAR)
- Appropriate Safeguarding and Prevent policy and strategy.
- Outcomes of recent Ofsted inspections.
- Anticipated demands of the contract on Siemens Mobility Limited resources.
- Financial standing of the Subcontractor.
- Proven track record of the Subcontractor in regard to meeting success and funding targets.
- Contract size regarding both funding and learner numbers.
- Provision meets priority needs of local skills priorities.
- Results of observations of teaching and learning

5. Range of Charges

5.1 The typical range of prices charged by subcontractors is negotiated on an individual basis and is dependent upon local customs and practice and the level of risk. Siemens Mobility Limited does not charge a fee for solely managing the subcontractor provision. However, will provide the below support and guidance.

5.2 Siemens Mobility Limited will publish data on the actual level of funding paid to subcontractors in each academic year. This data will be published to the DfE.

6. Support for Subcontractors

6.1 Subcontractors will receive:

- Designated points of contact and support from a dedicated Apprenticeship Programme Manager
- Invitation to NTAR learner onboarding event to build relationships with learners.
- Advice and guidance at pre-contract stage.
- Regular review meetings with progress reports and regular feedback on issues identified.
- Specialised information, advice and guidance as required.
- Technical and industrial updates
- Regular monitoring visits with detailed feedback identifying good practice and areas for improvement.
- Submissions of data to funding organisations.
- Ongoing data checks and support to resolve data queries.
- Information, advice and guidance on latest DfE, Ofsted and technical updates

7. Payment Terms between Siemens Mobility Limited and its Subcontractors

7.1 Payments are made as agreed by the schedule outlined in the Contract for Services

7.2 Typically payments are made to subcontractors as agreed in the Contract for Services schedule.

7.3 Details of any rights by Siemens Mobility Limited to withdraw, reduce or withhold funding are published in the Contract or Services and relate to the protection of DfE funds and not to the benefit of Siemens Mobility Limited.

7.4 Siemens Mobility Limited expects Subcontractors to fully engage in assessing the accuracy of payments and therefore have a responsibility to review their financial reconciliations to identify any inaccuracies.

7.5 Subcontractors are responsible for all registration costs and any associated costs of maintaining Direct Claims Status with their awarding bodies.

7.6 Siemens Mobility Limited strives to achieve value for money so its procurement process may result in variations of fees.

8. Policy Dissemination & Publication

8.1 This policy is available on-line at

<https://www.siemens.com/uk/en/home/company/jobs/search-careers/apprenticeships.html>

and further communicated to subcontractors in the annual contracting phase

9. Policy review

9.1 This policy will be reviewed annually and additionally in-year as needed to reflect any changes in DfE funding rules.

10. Subcontracting Partners

2025/2026 include.

- Inspiro
- York College
- Complete Tuition Limited

This policy was discussed and signed off by members of the Quality Subcommittee on 30th October 2025

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Signed off by

James Isaac

Head of People & Organisation, Siemens Mobility Limited UK&I