



---

# Subcontracting Policy 2024-25

---

## Policy Statement

1. This policy sets out both the subcontracting strategy of City of Bristol College (the College) and the applicable supply chain fees and charges. The policy aims to ensure transparency and equitability around subcontracting and the associated retained fees.
- 2.



- x Support better geographical access for students;
- x





25. Changes in contract value may be made, with approval from the Executive Director of Finance and Funding to the extent that the total contract award for that Subcontractor does not exceed the amount approved by Governors through the budgeting process, or through any subsequent approved amendments. Any proposed increases to contract values above amounts already approved must be approved by the College Governors.
26. Changes in contract prices must be agreed by the College Governors, and any proposals must be supported by a demonstration of value for money.
27. Minor changes (defined as changes that do not meet the specific change types listed), must be approved by



## Dispute Resolution

33. The College will seek to resolve any dispute between the College and Subcontractor amicably and without the need for external mediation, arbitration or litigation. If the dispute cannot be resolved through this process, then the College and Subcontractor should make reference to the contract.
34. Should the Subcontractor have a grievance against the College, then it should discuss with the Contracts Officer, Finance Manager or Executive Director of Finance and Funding to seek amicable resolution. If this is unsuccessful, or it is not appropriate to raise the grievance through one of these individuals, then the Subcontractor should raise a grievance through the College Complaints process, where it will be investigated by an appropriate senior member of staff.
35. Should the College have a grievance against the Subcontractor, then it will discuss this with one of the key  
contracts/150 2 Tf Td ( 1Tj -0.0032.1 (2 -0)-6(2 42.6 556.0807m-1.C)2 (bc)-2.2 (w)-12ge02 T1 (a)-11 (hy)2 (h P 0 .2