

## CONTRACT ADDENDUM

**Title of Contract “The Agreement”:** Services relating to the Police Education Qualifications Framework (PEQF) K/E

**Date of The Agreement:** 3<sup>rd</sup> January 2022

**Our Reference:** 2018-024 Lot 3

**Date:** 18<sup>th</sup> June 2024

### WHEREAS:

- (A) **THE POLICE AND CRIME COMMISSIONER FOR KENT  
THE POLICE, FIRE AND CRIME COMMISSIONER FOR ESSEX**

(the “Authorities”) and Anglia Ruskin University (the “Contractor”) (together the “Parties”) have entered into the Agreement.

- (B) The Authorities and the Contractor have agreed that the terms and conditions of the Agreement shall be amended as set out within this addendum (“the Addendum”).

### IT IS HEREBY AGREED:

1. Unless the context otherwise requires, words and expressions in the Agreement shall have the same meanings when used in the Addendum.
2. In the event of any conflict between the Addendum and the Agreement, the terms and conditions of the Addendum shall prevail.
3. For the avoidance of doubt those terms and conditions of the Agreement not amended by the Addendum shall continue in full force and effect.
4. As from 1<sup>st</sup> April 2024 the Agreement shall be amended by the terms and conditions of the Addendum as follows:
  - 4.1 4.1 From the 1<sup>st</sup> April 2024, PCDA fees will increase to £24,000 per student. The increase of £5,000, will be sourced through increasing the drawdown from the apprenticeship Levy.
  - 4.2 This increase from the levy, is needed to fund additional eligible costs that are being incurred and such a draw down is permitted by ESFA rules. These additional costs include but are not limited to :
    - Costs associated with the onboarding and Initial Assessment of apprentices.
    - Costs incurred by the Forces for managing the apprenticeship, and
    - Costs associated with curriculum revisions, which were under-represented in the original tender.

- 4.3 The additional £5,000 will be subject to certain financial rules detailed in this addendum. The established principles relating to the current £19,000 fee will remain in place. It will be the responsibility of ARU to evidence the increased drawdown to the EFSA.
- 4.4 The additional £5,000 per apprentice is shared between ARU and the Forces as per the below table:

ACCEPTED MODEL FOR 2024/25		
Number of student officers	Share of £5k to Forces	Share of £5k to ARU
16 or lower	50%	50%
17-18	55%	45%
19 plus	60%	40%

- 4.5 Should an intake regularly fall below 12 officers then a review of the agreed model will be undertaken.
- 4.6 This proposal will apply to the 2024/25 intakes only and will be renegotiated ahead of the 2025/26 recruitment profile agreement, or upon full financial review – whichever is the soonest. This proposal will also be subject to review should the Institute for Apprenticeships and Technical Education (IfATE) adjust the Apprenticeship cap in the future.
- 4.7 This addendum supersedes the low cohort charging protocol which will no longer be in use for the PCDA entry route. The protocol will remain in place for DHEP. Cancellation charges will still be applicable if a cohort is cancelled within the normal 45-day window.
- 4.8 All other terms and conditions remain unchanged.

**IN WITNESS** whereof the Addendum has been duly executed by the Parties.

**SIGNED** for and on behalf of **Anglia Ruskin University**

Tom Taylor

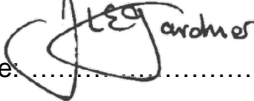
Signature: Tom.Taylor [10/11/2024 13:42 GMT+1] .....

Name: **Tom Taylor** .....

Position: Director of Learning Development Services (Interim) .....

Date: **Jul 1, 2024** .....

**SIGNED** for and on behalf of **THE POLICE, FIRE AND CRIME COMMISSIONER FOR ESSEX**

Signature:  .....

Name: Jane Gardner .....

Position: Deputy PFCC .....

Date: 02/08/2024 .....

**SIGNED** for and on behalf of **THE POLICE AND CRIME COMMISSIONER FOR KENT**

Signature:  .....

Name: ROB PHILLIPS

Position: CHIEF FINANCE OFFICER

Date: 3<sup>rd</sup> July 2024







# KE PEQF Addendum - Charging

Final Audit Report

2024-07-01

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