

Standard Guidance for COBIS Members and Approved COBIS Consultants on Fees and Associated Costs

COBIS will leave consultants and Members to agree fees and associated costs. However COBIS will maintain a perspective on this so that Members can plan, and consultants can decide if COBIS work is for them.

The following daily rates are recommended:

Educational

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| • Issues related to governance | - £795 |
| • School management structures and processes | - £795 |
| • Parent/community relations | - £795 |
| • Curriculum models | - £575 |
| • Alumni and fund-raising | - £575 |
| • Preparation for inspection | - £575 |
| • School development planning | - £575 |
| • Safeguarding children | - £575 |
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| • Generic | |
| • Remuneration | - £795 |
| • Business (school) start-up | - £795 |
| • Recruitment and selection | - £575 |
| • Appraisal | - £575 |
| • ICT (network development, planning and support | - £575 |

COBIS considers that associated costs are likely to include the following:

- Travel to and from the place of the assignment at ordinary rates (i.e. not First Class on public transport or Business Class on flights)
- Accommodation in the vicinity of the assignment (normally arranged by the Member)
- Subsistence (mainly food and beverages)
- VAT where applicable

It is assumed that the cost of phone calls, printing, and insurance are covered within the fee.

COBIS will charge consultants a fee of 15% of the gross fee for the assignment unless the consultants are formally associated with COBIS Supporting members, in which case the fee will be 10%. (These may be subject to a maximum amount per assignment, agreed between COBIS and the consultant.) This is to support the cost to COBIS of administering the service, maintaining the list and undertaking its quality assurance.