

Our Lady and St Edward Academy

Best Value Statement

The Governors of Our Lady & St Edward Catholic Primary School & Nursery confirm their commitment to ensuring that the principles of Best Value are adopted with regard to the management of the school. This commitment will be undertaken through the following procedures and practices:

Procurement

All goods and services will be challenged and scrutinised:

- Annually, during the purchase arrangements through the LEA 'Sold Services' buy back arrangements.
- As deemed necessary during the course of the financial year as part of the general procurement of goods and services other than 'Sold Services' arrangements.

Alternative service provision for 'School Services' will be explored through the LEA consultation arrangements or, if appropriate, through an individual assessment by the School Management Team and the Governing Body.

The Governing Body is committed to compliance with the City Council's Financial Regulations for schools.

The Governing Body will ensure that Best Value principles are followed by:

- Using the select tender list (if appropriate)
- Using the select tender list of the school's independent advisor.
- Obtaining competitive quotations (where cost is below that required for tender or quotation levels).
- Seeking advice from the Corporate Purchasing Officer or an alternative service provider.

An outside professional body will be employed to ensure that health and safety management, financial standing and general abilities are investigated in accordance with Financial Regulation 33(9)e.

All proposed purchases that fall within Financial Regulation limits, will be subject to the prior approval of the Governing Body and decisions recorded.*

All purchases below the Financial Regulation requirements will be reported to the Chair of the Finance Committee and recorded in the minutes of the relevant meeting.*

(*see attached Financial Regulations)

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Contract and Lease Arrangements

The Head Teacher will review contracts for equipment, premises and services (if appropriate) as they expire. Details will be held in school and provided to the Governors' Finance Committee.

Any leases entered into will be subject to the approval of the Finance Committee, reported to the full Governing Body and reported to the LEA with the annual budget statement.

Audit Arrangements

The Governing Body will examine the compliance of the School Management Team with the above arrangements.

The LEA will audit the school compliance through its regular audit process.

Consultation

The Governors will consult with parents at the Annual meeting of Governors and Parents.

The Head Teacher will consult with parents and/or children, periodically as appropriate.

Dated; Jan 2018

Review Date: Jan 2019