

The Diocese of Chelmsford Vine Schools Trust Value for Money Policy

[Insert name of school]

Document Detail	
Policy Reference Number:	F-007V (VPOL-007)
Category:	Financial Management
Related Policies	Financial Regulations VPOL-001
Authorised By:	Board of Directors Vine Schools Trust
Author:	Finance Director
Version:	2014 v1 (July 2017)
Status:	Pending
Next Review Date:	July 2018

Table of Contents

Table of Contents	2
1.0 Introduction	3
1.1 Purpose	3
1.2 Scope	4
1.3 Definitions	4
1.4 Legislative context	4
2.0 Policy	5
2.1 Principles & Strategic Framework	5
2.2 Procedures	6
3.0 Governance & Directory Requirements	6
3.1 Responsibility	6
3.2 Supporting Documentation	6

Value for Money Policy

1.0 Introduction

The Diocese of Chelmsford Vine Schools Trust (The Trust) and its educational establishments (Schools) are committed to the adoption of good practice and the incorporation of a Value For Money (VFM) approach to all its activities. The pursuit of economy, efficiency and effectiveness is part of the corporate and academic strategy. The Trust and its Schools recognise that because every penny must be earned, it has a responsibility to achieve VFM from all its activities, however they may be funded. This Value for Money policy sets out how The Trust and its Schools will achieve this.

1.1 Purpose

The Policy has the following objectives:

- To integrate VFM principles within all management, planning and review process.
- To adopt appropriate, recognised good practice.
- To undertake specific VFM studies on areas of activity identified as worthy of review.
- To benchmark The Trust and Schools activities against best examples of similar activities and organisations where this is considered useful.
- To respond to opportunities to enhance the economy, efficiency and effectiveness of activities.
- To promote a culture of continuous improvement.
- To demonstrate actively to both internal and external observers that the achievement of VFM is sought in all activities undertaken.
- To ensure that all staff recognise their continuing responsibility to seek VFM for The Trust and its Schools as part of their routine activities.
- To ensure that an appropriate risk assessment is undertaken in relation to any proposed VFM activity.

1.2 Scope

The responsibility for achieving VFM lies with all members, directors and staff of The Trust and its Schools and is not restricted to those with resource or financial responsibilities.

1.3 Definitions

- **NAO** – National Audit Office defines VFM in terms of the ‘three E’s’ – economy, efficiency and effectiveness
- **MAT** – Multi Academy Trust
- **School** – Educational establishment within The Trust
- **The Trust** – The Diocese of Chelmsford Vine Schools Trust a Multi Academy Trust
- **VFM** - Value for Money

1.4 Legislative Context

The Audit Committee of The Trust is required, by the Education Funding Agency, within the Academies Financial Handbook, under NAO general principles for assessing value for money, to satisfy itself that satisfactory arrangements are in place within the MAT to promote economy, efficiency and effectiveness.

The Local Governing Body of a School within Trust must satisfy itself that appropriate arrangements are in place to promote economy, efficiency and effectiveness within the School and report this to the Audit Committee on an annual basis.

2.0 Policy

2.1 Principles & Strategic Framework

The Diocese of Chelmsford Vine Schools Trust is required to satisfy itself that VFM is being sought and achieved from the use of public funds within all operational areas of The Trust. The Directors of the Trust have determined that the Trust and its Schools should extend this principle to all of its Funds, both restricted and unrestricted.

The Board of Directors of The Diocese of Chelmsford Vine Schools Trust has executive responsibility to put in place arrangements for obtaining VFM. In practice this is delegated to the Senior Leadership Team and Local Governing Body of the Academy School within The Trust, who operate the following principles in delivering VFM:

- To take account of environmental, social, ethical and financial sustainability in all our procurement activities.
- To create a culture where we naturally seek to save money, even where funding is available, where savings are not obvious, or where additional spend is needed to reap greater overall savings.
- To embed achieving VFM through procurement in normal management discipline and behaviour.
- To recognise the impact of savings on quality, while seeking to ensure that best value for money is obtained.
- To recognise and record savings activity across The Trust and its Schools consistently, improving the quality of information and taking account of savings made directly as well as indirectly.
- To recognise savings made through interventions designed to reduce the impact of increased costs and genuine savings made against original estimates on capital projects.
- To recognise efficiency opportunities within capital projects.
- To use centrally negotiated Trust arrangements that achieve greater economies of scale than those available locally (where possible and appropriate).
- To engage 'high-spend' areas of the School in a strong working partnership with the Academy Finance Lead and Trust Business Manager.

2.2 Procedures

The Senior Leadership Team have responsibility to maintain awareness of good practices in their own area of operation and to ensure that those are followed appropriately. All staff should endeavour to seek and achieve VFM in all activities and to bring any opportunities for improvement to the attention of the Senior Leadership Team.

3.0 Governance & Directory Requirements

3.1 Procedures

The Audit Committee of The Diocese of Chelmsford Vine Schools Trust has responsibility for the Value for Money Policy and for ensuring that the VFM programme is effectively implemented, progress monitored and that the policy is regularly reviewed, reporting findings to the Board of Directors and preparing an annual Value for Money Statement for The Trust.

3.2 Supporting Documentation

National Audit Office – [Assessing Value for Money Flowchart](#)

Education Funding Agency - [Academies Financial Handbook \(August 2014\)](#)