Aberford C of E Primary School

**BEST VALUE STATEMENT**

**2021-22**

The Governors of Aberford C of E Primary School are committed to achieving Best Value in all decisions made. We will use the principles of Best Value as defined in the Leeds City Council Contracts Procedures Rules, as they apply to securing continuous improvement in this school and will:

1. Regularly review the functions of the school, challenging how and why services are provided and setting targets and performance indicators for improvement.
2. Monitor outcomes and compare performance with similar schools and within the school.
3. Promote fair competition through quotations and tenders where appropriate to ensure that goods and services are secured in the most economic, efficient and effective way. This will include:
4. For contracts up to the value of £1,000:

* Written quotations will not be required but should be obtained where possible
* Supplier to submit an invoice for works undertaken
* Preferred suppliers may be used without obtaining further quotations from other suppliers at the discretion of the headteacher

1. For contracts over the value of £1,000 up to £5,000:

* A minimum of one written quotation to be obtained prior to commencement of work
* Authorisation at the discretion of the headteacher without reference to the governing body
* Supplier to submit an invoice for works undertaken

1. For contracts over the value of £5,000 up to £20,000:

* Three written quotations to be obtained prior to commencement of work
* If three quotes cannot be obtained there will be clear documentation of reasons why not
* Authorisation by the Resources Committee under authority delegated by the Full Governing Body
* Supplier to submit an invoice for works undertaken

1. For contracts over the value of £20,000:

* Three written quotations to be obtained prior to commencement of work
* Authorisation by the Full Governing Body
* Supplier to submit an invoice for works undertaken

1. All members of staff and the governing body will complete an annual declaration of interests
2. Awarding of contracts to suppliers who have a financial interest in common with a member of staff or a member of the governing body will require additional approval by the Resources committee prior to the contract being awarded.

We will strive to ensure that the school is using its resources effectively to meet the needs of pupils.

This Best Value statement will be submitted with the annual budget plan and both will be monitored, with the School Improvement Plan, in order to determine the extent of continuous improvement.

By order of the Governing Body of Aberford C of E Primary School

Head Teacher Nicola Crossley

Chair of Resources Committee Mike Oakes

Chair of Governors Emma Johnson

Date 17/09/2021