

LONGLEY PARK SIXTH FORM COLLEGE

VALUE FOR MONEY STRATEGY

Originator:	Sharon Langridge, Clerk to the Corporation
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Approval/review by:	Resources Committee/Corporation in February 2011
Review interval (years):	1
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1. Introduction

Value for Money (VfM) has always been a key consideration for the College. Achieving VfM can be described in terms of three 'E's' – economy, efficiency and effectiveness:

Economy – minimising the cost of resources for an activity ('doing things at the right price')

Efficiency – performing tasks with reasonable effort ('doing things in the right way')

Effectiveness – the extent to which objectives are met ('doing the right things').

Having the 'right people' is also an important aspect of ensuring VfM.

Obtaining the best outcomes for students, within available resources, is the key to achieving value for money.

2. Policy Objectives

The Corporation is committed to embedding a value for money culture throughout the College to ensure that value for money is achieved from all our activities. Governors have therefore approved the following policy objectives for the College:

- (a) to have a high level of awareness and ownership of value for money in all functions and activities throughout the College in order to maximise the benefits to students whilst minimising cost;
- (b) to ensure that all Governors and staff have responsibility for promoting value for money principles;
- (c) to have active consideration of value for money in the planning and delivery of the College's Development and Financial Plans; service delivery methods, including partnership working; and budget and resource allocation;
- (d) to include value for money awareness within the performance development framework.

3. Roles and Responsibilities

The responsibility for VfM lies with all members of staff within the College and is not restricted to senior management or those with financial responsibilities.

The CMT is responsible for implementing arrangements that will ensure VfM is being sought. Managers are responsible for ensuring that these good practice arrangements are utilised effectively within their area of operation. All staff should endeavour to seek and achieve VfM in all activities and to highlight any opportunities for improvement or financial savings.

4. Our approach to Value for Money

The College recognises its responsibility to achieve value for money from all its activities, however they may be funded.

The College is committed to the pursuit of economy, efficiency and effectiveness, and seeks to adopt good practice and incorporate VfM principles in all its activities.

In order to achieve good Value for Money the College's policy is to:

- ensure the College has an efficient and effective staffing structure to facilitate the achievement of its strategic aims and objectives
- ensure the College meets its annual funding, student number and student performance targets
- ensure the College meets its financial objectives each year
- ensure VfM principles are taken fully into account within existing management, planning and review processes
- ensure that Internal Audit has regard for value for money in its annual programme of work
- adopt recognised good practice where appropriate to do so
- benchmark the College's activities against other similar institutions where this is considered useful
- respond to opportunities to enhance the economy, efficiency and effectiveness of activities
- have a robust competitive tendering process which complies with EU regulations and which ensures that best value is achieved when goods and services are procured
- observe the need for price quotations and for tender invitations according to the limits prescribed in the College's Financial Regulations
- ensure that all administrative systems and processes are designed to maximise integration and eliminate duplication and delay
- through the College's self-assessment framework, develop appropriate internal and external service standards and monitor delivery against them
- promote a culture of continuous improvement
- ensure that all staff recognise their continuing obligation to seek Value for Money for the College as part of their day-to-day activities
- undertake periodic Value for Money reviews of key areas or activities

The policy will be reviewed annually.