

## Value for Money and Procurement Steering Group

### Remit and Membership

The Value for Money (VFM) and Procurement Steering Group should act as a key enabler in helping the university to meet its core objectives by seeking to continually appraise and challenge performance and working practices.

The Steering group will have operational responsibility for developing the performance improvement and VFM arrangements and identifying resource requirements as well as co-ordinating and delivering work against plan. In particular, the Steering group will:

1. Develop, implement, monitor and update the university's VFM and Procurement strategy, review purchasing activity and steer future priorities;
2. Develop an annual plan. The plan will set out proposed activities for the coming year and will be informed by the senior management team who will in turn consider areas of risk in terms of fulfilment of the university's strategic aims and objectives. The plan will be submitted to the Audit Committee for approval at its Autumn committee meeting each year.
3. Provide information which can be used in the preparation of a progress report which will be submitted to the Audit Committee during the year. This will enable progress against the annual plan to be monitored. An annual report will also be submitted to the Audit Committee at its autumn meeting.
4. All reports will be made available via the intranet and the Deputy Vice-Chancellor will update the senior management team where appropriate.
5. Make appropriate recommendations to departments and faculties as are necessary to increase the efficiency and effectiveness of systems and processes;
6. Make recommendations regarding the provision of appropriate procurement related staff development;
7. Challenge current practices and approaches in order to improve performance and position the university to meet future challenges;
8. Apply the lessons learned from reviews in certain areas to other areas in order to maximise the benefit of this work.

The composition of the VFM and Procurement Steering Group is as follows:

**Chair** – Deputy Vice-Chancellor

Steve Igoe

**Ex officio members**

Director of Finance

Carl Gibson

Director of Facilities Management

Adrian McGillion

Director of Information Technology Services

Mark Allinson

Director of Capital Projects

David Oldham

Students' Union President

Kate Vickers

Manager of Faculty Administration – FAS

Liz Whittle

**Secretary** – Insurance Officer/PA

Susan O'Neill

Review date: October 2020