



*This is*  
**Brooke**  
**Weston**  
*Trust*



# Example of Established MAT Procurement Strategy

Share Strategic Thinking  
and  
Best Approaches to Efficient  
Procurement



# The Brooke Weston Trust Procurement Strategy

To facilitate the delivery of the right products, services and works for Brooke Weston Trust schools at the right price, quality, quantity, time and place, to support positive outcomes for children

£1 -£5K	£5K - £10K	£1 - £10K	£10K - £75K	£75K - £181K	£181K +
Low Value One Off Purchases	Low Value One Off Purchases	Low Value High Spend Category Or Quality Requirement	Medium Value	High Value And possible collaboration	High Value OJEU
School led one written quote	School led three written quotes	School Led Framework Mini Competition or Direct Award Or RFQ	School Led RFQ Specification Evaluation Or Framework Mini Comp / DA	Tender Specification Evaluation Or Framework Mini Comp / DA	OJEU Advertised Tender Or Framework Mini Comp / DA

Guidance & Signposting

Support, Guidance  
Templates & Processes

Centrally Led



# Brooke Weston Trust

## Centrally Led Projects

HR

FM &  
Estates

IT

Catering

Education

Finance &  
Admin

Recruitment  
Advertising  
Cover Staff  
Payroll

Asbestos,  
Fire Safety,  
Fixed Wire,  
Water Testing,  
Mechanicals,  
Lifts,  
Grounds,  
Waste  
Security  
**Major Works**

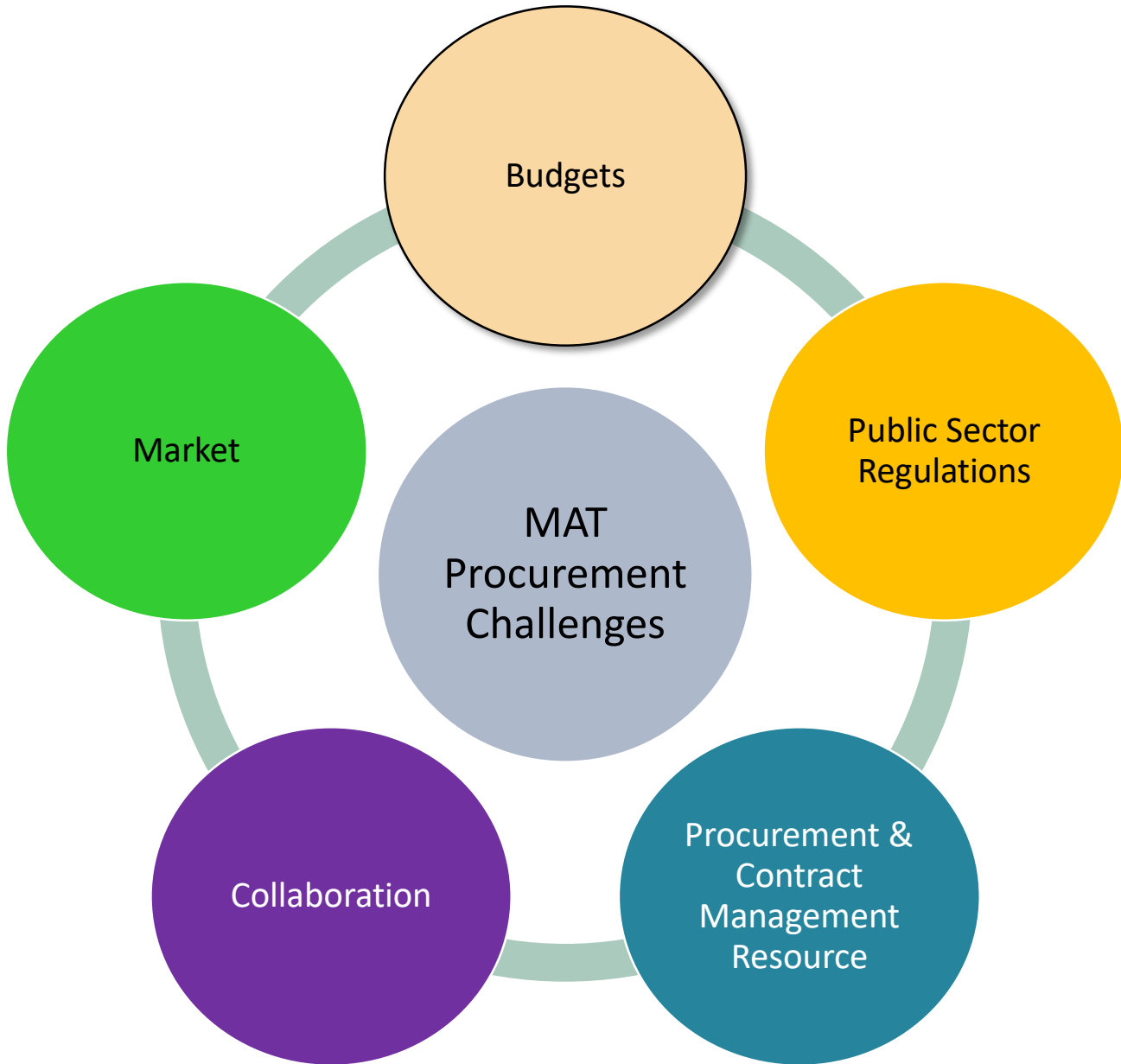
Hardware,  
Infrastructure  
Software,  
Networking,  
Internet,  
Support  
MFD's

Food  
Drink  
Consumables

MIS  
Parent Apps  
Books  
Exams  
Resources  
Education  
Software  
Library  
Software

Auditors  
Finance  
Systems  
Procurement  
Systems





## Budgets: How do you..

Allocate budgets?

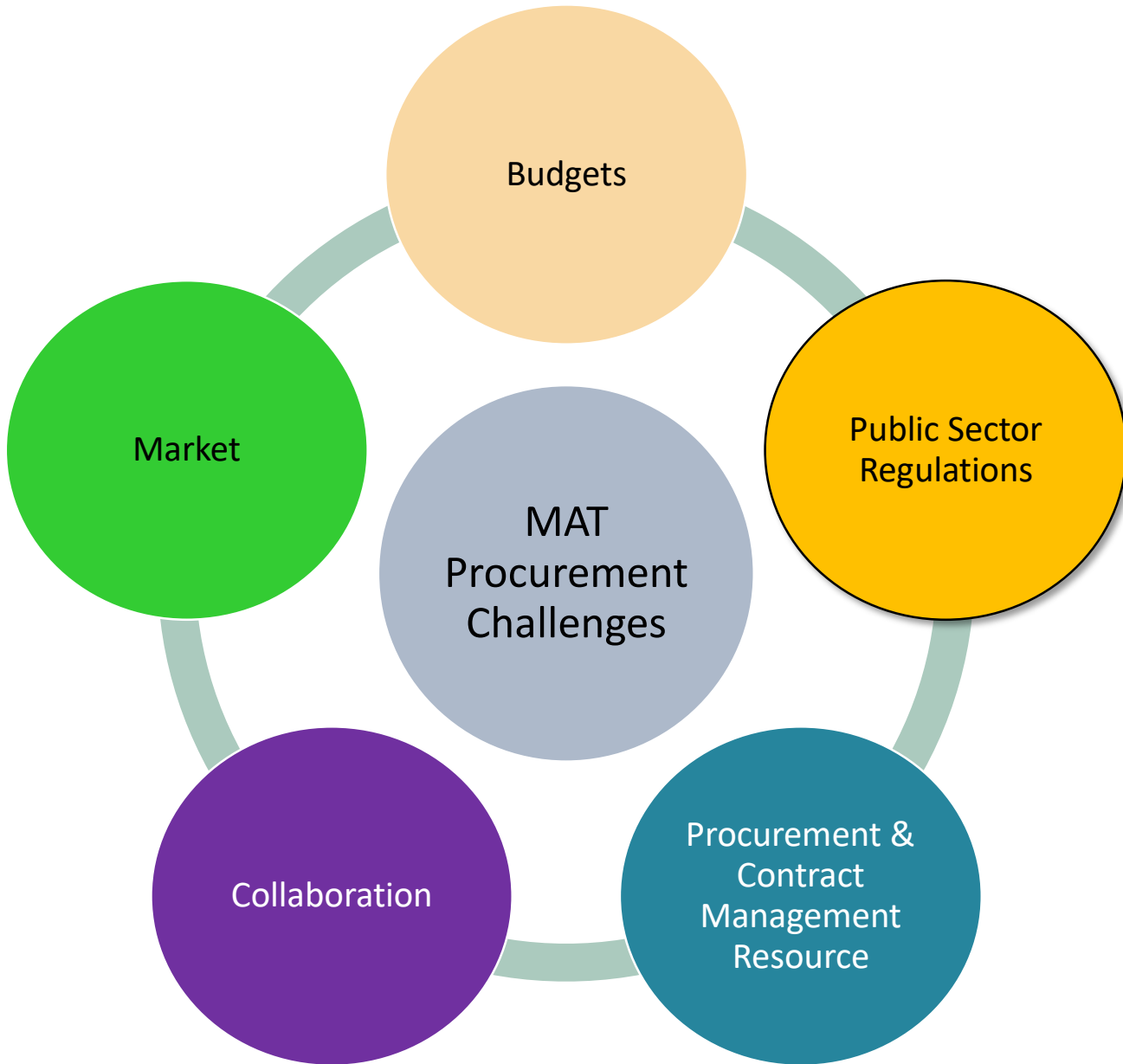
Target savings?

Achieve savings?

Value the price of quality?

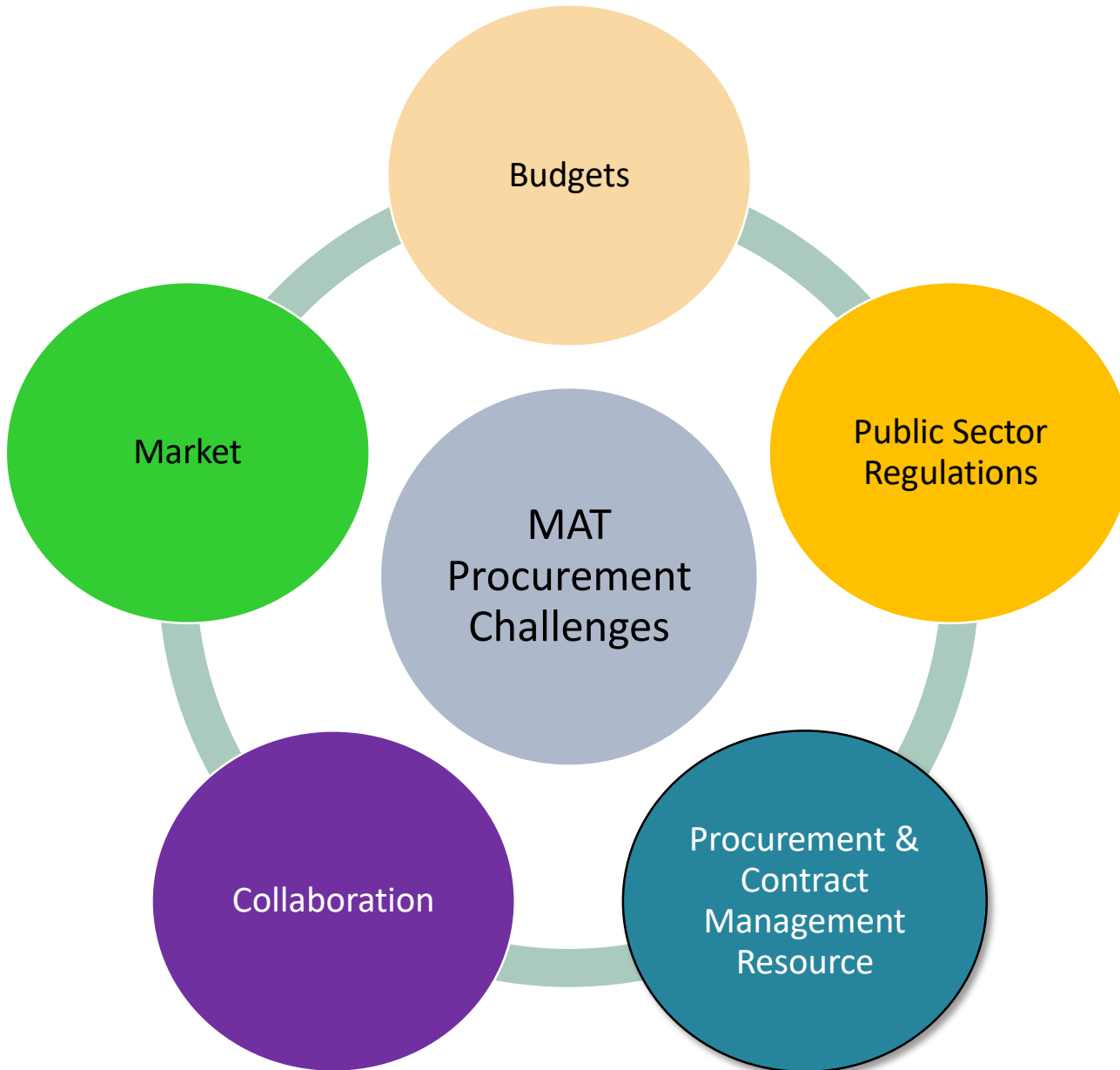
Resource Internally or  
Outsource non core services?

Audit procurement?



## Public Sector Regulations: How do you..

- Ensure compliance?
- Communicate with suppliers?
- Contract with suppliers?
- Communicate rules with staff and stakeholders?
- Incorporate into your policies?

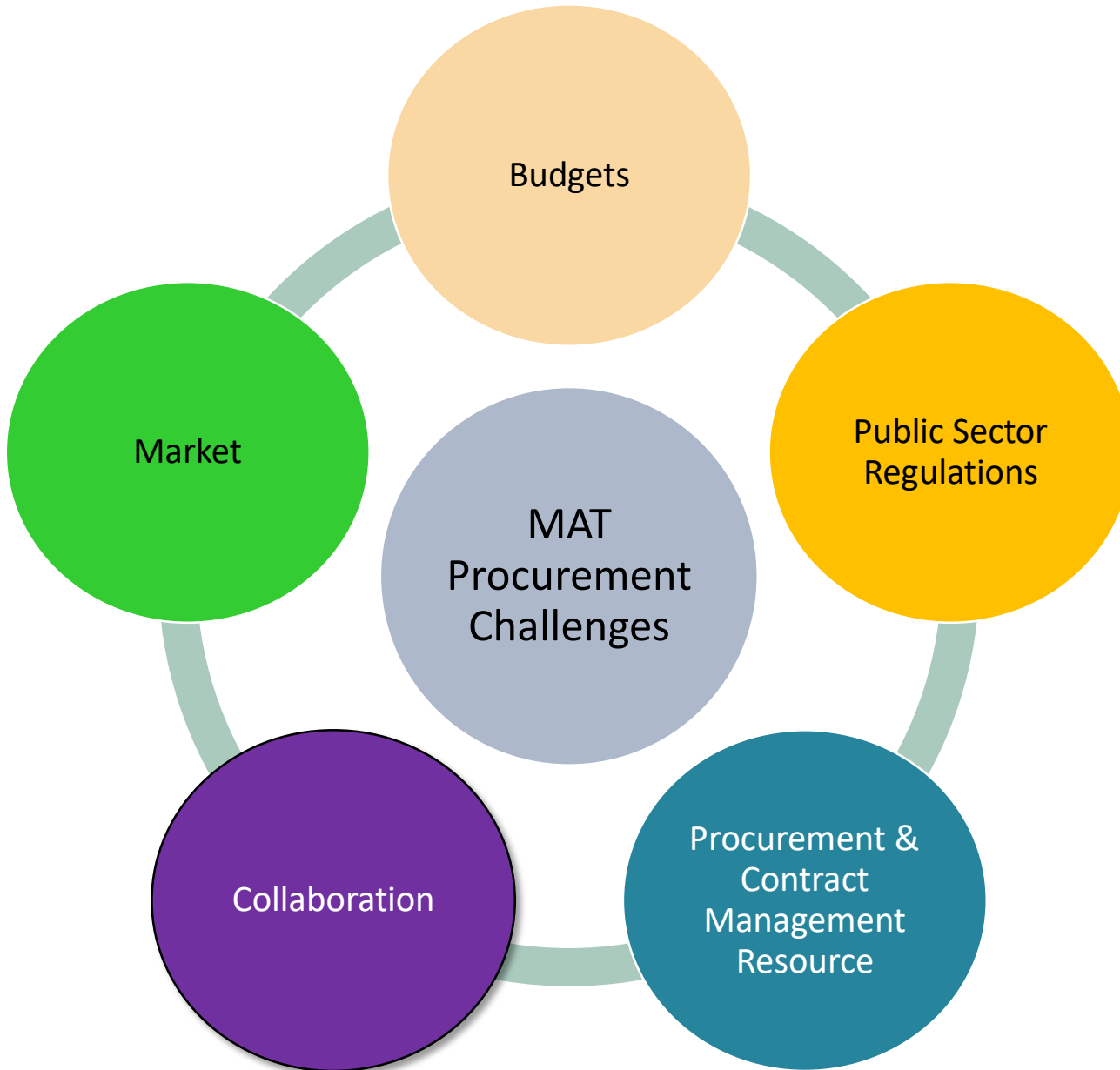


**Procurement & Contract Management Resource:  
How do you..**

Allocate responsibility for procurement?

Ensure expertise?  
Procurement  
Contract Management

Cost procurement and contract management into a project?



## **Collaboration: How do you..**

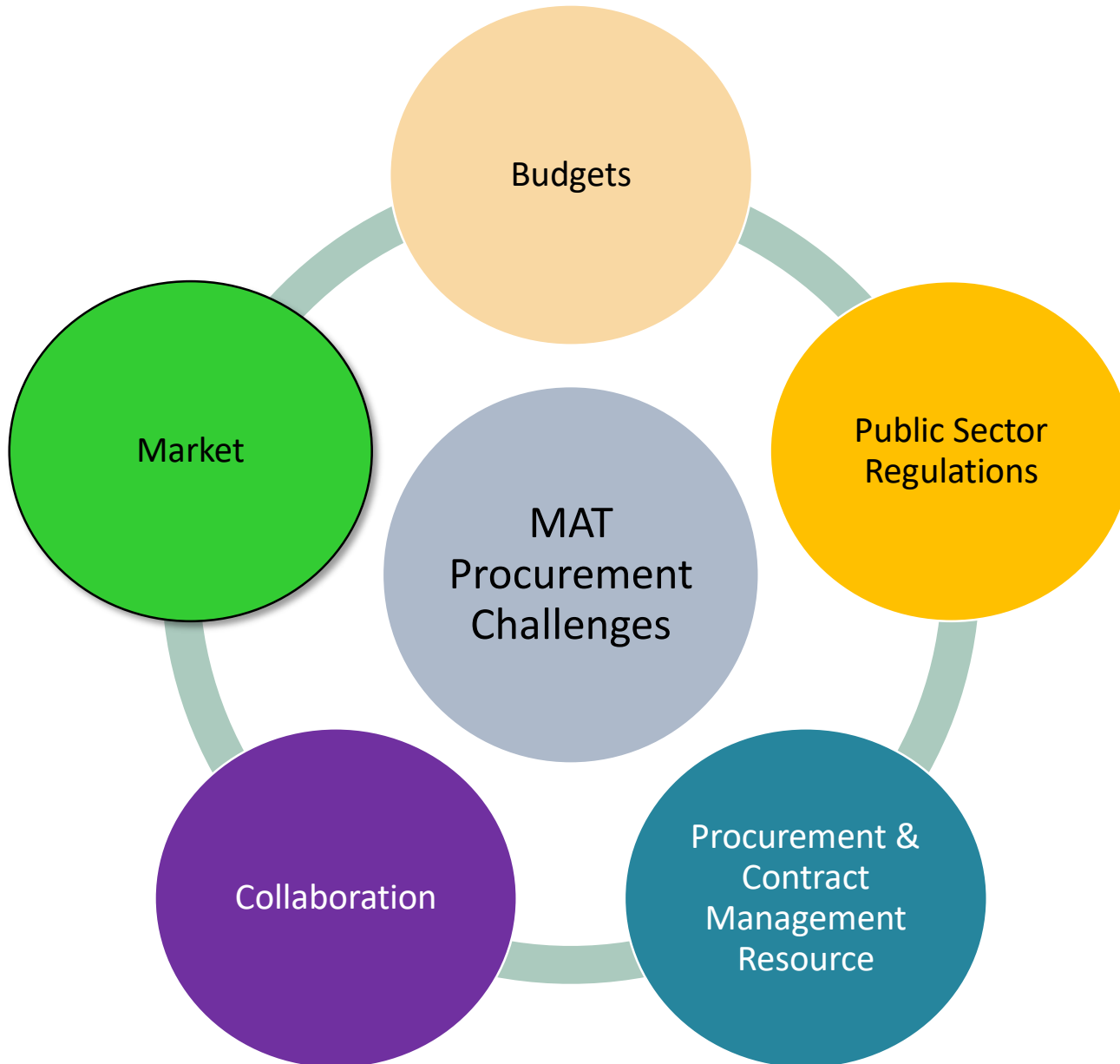
Collaborate within your Trust?  
Mandate or Optional

Take part in collaborative procurement with other Trusts / Schools?

Communicate collaborative opportunities?

Communicate & get buy-in throughout collaborative projects?





## Market: How do you..

Appoint suppliers?  
Frameworks, Tenders, Quotes

Demonstrate best VFM?

Challenge the market?

Contract with suppliers?  
Own T&Cs  
Suppliers T&Cs

Manage Suppliers?  
Qty, Risk, Due Diligence.

Manage Contracts?  
Risk, Cost, Changes

Keep up to date with market  
developments?

Specify Requirements?

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