



## RESOURCES SUB-COMMITTEE

### Remit

**Membership:** Not less than 3 Governors plus the Head Teacher

The Committee shall have such co-opted members as the Governing Body shall appoint. The Committee may make recommendations to the Governing Body for these appointments.

**Quorum:** 3 Governors plus the Head Teacher (The Committee shall not meet unless the Head Teacher or substitute nominated by him is present)

#### **Terms of Reference:**

To provide guidance and assistance to the Head Teacher and the Governing Body on all matters relating to Budget, Finance, Personnel and Premises management.

To prepare and review financial policy statements, including the consideration of long-term planning and resources.

To consider the financial implication of the annual School Development Plan priorities.

To monitor Income and Expenditure of all funds and regularly report this to the Governing Body. The Head Teacher will provide the Sub-Committee with relevant information to enable this to be done.

To recommend the level of delegation to the Head Teacher and Business Manager for the day to day financial management of the school.

To vire funds, if necessary, within limits set by the Governing Body

To consider the cost effectiveness of all expenditure items including third party support Contracts.

To receive and, where appropriate, respond to periodic Audit reports or feedback from Financial Management Standard In Schools (FMSis) Audits.

To consider and recommend to the Governing Body a Whole School Pay Policy

To recommend to the Governing body the school's staffing compliment.

To apply the provisions of the whole school pay policy, including observing all statutory and contractual obligations relating to the annual review of teaching staff salaries.

To be responsible for other personnel issues except those which fall within the remit of the Governing Body.

To determine issues referred to the Committee regarding staff grievance or discipline issues.

To be responsible for the development and improvement of the school building and grounds

To monitor the Health and Safety policy and ensure the school complies with Health and Safety regulations.

To approve Signing Authorities for school Bank Accounts.

### **Meetings:**

The Committee shall meet once every half term or otherwise as required.

### **Membership**

Mrs C Critchley

Mr P Walthall - Chair

Mr A Quinn

Mr C Bell – Headteacher

Mr D Clarke

Mrs S Hardman

Mrs R Green

### **Co- opted – no voting rights.**

Mr A Morley -Business Manager

Mrs N Waywell - Deputy Head

Approved xxxxxx