

	Resources Committee
	<i>The Committee Terms of Reference should state whether the Governing Body has <u>delegated</u> responsibility to approve a function to the committee or whether the committee need to recommend to the governing body.</i>
Finance	In consultation with the Headteacher, to draft any budget plans for the financial year and to recommend them to the governing body for approval
	To review the supporting evidence and approve annually the school's statement under the Schools Financial Value Standard
	To monitor income and expenditure against budgeted plans and report termly to the governing body, drawing attention to significant anomalies from the anticipated position
	To make appropriate enquiries about any matter that could have significant financial implications for the school to satisfy themselves that all arrangements are appropriate
	To make recommendations to the governing body regarding decisions due to be taken by the governing body that have financial implications to ensure economy, efficiency and effectiveness of resources
	To review and approve annually the details and application of the school's Financial regulations, Scheme of Delegation, Asset Register, Asset Management Plan, Best Value Statement and Financial Risk and Control
	In consultation with Headteacher, to approve contracts and orders for spending, identified in the budget up to value of £20000
	In consultation with the Headteacher, to agree any transfer of funds between budget areas up to £10000 higher amounts only to be approved by the governing body
	To monitor all voluntary funds kept on behalf of the governing body in accordance with the constitutions and management arrangements of the funds and monitor and approve the audit reports
	To review regularly the register of business interests of teachers and governors
	To approve the writing off of irrecoverable debts up to (£1000) and the disposal of surplus and damaged equipment
	To ensure that the financial implications of staffing decisions are explicitly identified, understood and budgeted for by the governing body. For example, the appointment of new staff, re-grading and pay increments to existing staff
	To monitor and evaluate the impact of the Pupil Premium Funding
	To monitor and evaluate periodically the application and impact of the charging and remissions policies ; to approve changes to the policies
To review periodically appropriate financial benchmarking data, in order to compare the schools with others, and make recommendations	

	To monitor and evaluate the application and impact of the Teachers' Pay Policy .
	To determine at any time it sees fit the pay and allowances of school teachers and support staff employed at the school in accordance with the terms of the School Teachers' Pay and Conditions Document and the Authority's scheme for non-teaching employees, including the effective dates for such payments.
	To monitor and evaluate annually the application and impact of the performance management policy including for the whole school; to approve changes to the Teacher Appraisal Policy .
	To assess the resource implications of proposed staffing arrangements, and make recommendations
	To agree, monitor and evaluate periodically the application and impact of the arrangements for the appointment of all members of staff
	To approve applications for early retirement, secondment and leave of absence not covered by local agreements
	To agree, monitor and evaluate periodically the application and impact of the policy on the management of staff absence
	To receive recommendations from the Headteacher and agree the pay of all members of staff, excluding the Headteacher, in line with legal requirements.
	To monitor and evaluate periodically the application and impact of the staff development plan.
	To review periodically the provision for the support of NQTs, and receive general reports about the progress of NQTs.
	To monitor and evaluate periodically the application and impact of the schools' statement of procedures for dealing with allegations of abuse against staff
	To carry out other staff-related tasks as delegated by the governing body
Health and Safety	To monitor and evaluate periodically the application and impact of Health and Safety Policy and procedures; to recommend to GB changes to the policy and procedures
	To approve off-site visits and activities of more than 24 hours or which involve a hazardous pursuit or journey by air or sea and to ensure that the school follow the procedures as laid down in the Local Authority's Off-Site Activities guidelines

Premises	To monitor and review periodically the adequacy, application and impact of premises and asset management and associated documents.
	To agree, monitor and review periodically the application and impact of the hiring/lettings policy.
	To agree the Accessibility Plan and monitor its application and impact
	Prepare annual programme of repairs and maintenance

	To monitor and evaluate the application and impact of existing extended services at the school
Headteacher's Performance Review	To carry out the governing body's functions relating to the performance review of the Headteacher
Data Protection	To monitor and evaluate the Data Protection Policy and the Freedom of Information Publication scheme
Safeguarding	To monitor and review annually the adequacy, application and impact of the Safeguarding policy and procedures; to approve changes to the policy and procedures; to report annually to the LA including the Central Record of recruitment and vetting checks
Complaints	To monitor and evaluate periodically the application and impact of the schools' complaints and appeals policies and procedures; to approve changes to the policy and procedures including the Complaints Procedure statement
Other	To carry out any other premises-related tasks as delegated by the governing body

Reporting arrangements must be established between this committee and the governing body to ensure accountability for actions and decisions taken on its behalf. Also arrangements to communicate with other committees must be established

The quorum for the committee is a minimum of three full governors.

<i>Name of Governor</i>	<i>Date Appointed to the Committee</i>
Cliff Bursnell	November 2018
David Bond	November 2018
Chris Brown	November 2018
John Cressey	November 2018
Beverley Dandy	November 2018
Neil Dirveiks	November 2018
Sally Taylor	November 2018

<i>Chair of the Committee</i>	Cliff Bursnell
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<i>Clerk to the Committee</i>	Karen Johnson
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Date of review:	13/11/2018
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