

Thornleigh Salesian College

FINANCE & RESOURCES COMMITTEE

TERMS OF REFERENCE

Members: Mrs Alison Brennan, Mr Brian Broughton, Mr Simon Channell, Mr John Corrigan, Fr Dermot Heakin, Mr Phil McFarlane, Mrs Andrea O'Callaghan, Mrs Anne-Marie Parkinson

Chair: Mr Phil McFarlane

Clerk: Mrs Natalie Heaton

Quorum: At least 3 Governors

Finance & Resources Committee

The Committee will take responsibility for:

- monitoring and evaluating the budget allocated to the school to achieve best value;
- ensuring the governing board and the headteacher comply with local authority financial regulations;
- reviewing staff pay and conditions;
- agreeing procedures for staff conduct and discipline;
- setting priorities for improvement and monitoring and evaluating the impact of improvement plans which relate to the committee's area of operation;
- developing and reviewing policies identified within the school's policy review programme and in accordance with its delegated powers.

The committee will accept full delegated responsibilities for the following duties:

- Preparation and presentation of an annual budget to the full governing board for approval;
- Agree the level of financial delegation to the Headteacher;
- Ensure that the principles of 'best value' are adhered to;
- Review, monitor and evaluate the annual maintenance programme;
- Project manage maintenance, repairs and redecoration within the budget allocation;
- Recommend an appropriate staffing structure to the full governing board for approval;
- Recruit, select and appoint staff;
- Secure the effective implementation of performance management procedures;
- Monitor and evaluate the effectiveness of partnerships in securing improved pupil outcomes.

The committee will provide guidance to the full governing board for the following, which cannot be delegated

- Approval of the annual budget;
- Appointment of Headteacher, and Deputy Headteacher;
- Approval of the staffing structure for the school

This document is under review and will be ratified at the Full Governors meeting on 4th December 2019.

Agreed by Full Governors:

Date: _____

Chair of Governors: _____