

## **Terms of Reference for the Committees**

### **General**

All committees should

- Ensure that they contribute to the development and implementation of the school's strategic objectives
- Ensure that effective safe guarding and child protection practices are applied to all aspects of their responsibilities
- Ensure that the school's equalities policy is central to their decision making and the school complies with the Equality Act 2010 and the Public Sector Equality Duty
- Act on matters delegated by the full Governing Body or the Chairs Committee
- Liaise and consult with other committees where appropriate
- Report the outcome of meetings to the full Governing Body
- Have regard to the statutory duties of governing bodies in undertaking their work

## **Finance and Premises**

### **Strategic Planning and School Improvement**

- Consider and agree the annual budget, for agreement by the full Governing Body
- Ensure that the school's strategic planning and budget preparation are consistent with each other
- Develop a three year financial plan, taking account of the possible impact of known changes on the school
- Consider financial benchmarking and other comparative data
- Develop a medium term plan for the maintenance and improvement of the physical fabric of the school
- Ensure that the school secures best value in its spending decisions

### **Governance**

- Approve the administration and auditing of the school fund
- Review financial procedures, the delegation framework and procurement procedures for agreement by the governing body
- Consider the SFVS, including the self evaluation, for approval by the full governing body

### **School Management and Probity**

- Monitor the budget throughout the year in accordance with local authority requirements
- Review the school's assets
- To agree the charging and remissions policy for the school. Including Treehouse
- Investigate irregularities
- Approve the expenses scheme
- Oversee the school's health and safety responsibilities