

Finance Committee 2019 - 20

Terms of reference:

- In consultation with the head teacher, to accept the first formal budget plan of the financial year and review adjustments to the budget for the return to the LA by October 31st.
- To establish and monitor the to date financial plan
- To consider a budget position statement including virement decisions at least termly
- To report significant anomalies from the anticipated position to the governing body
- To ensure that the school operates within the financial regulations and guidance of the County Council (including ensuring the Financial Delegation policy is adhered to)
- To monitor expenditure of all voluntary funds kept on behalf of the governing body
- To annually review charges and remissions policies and expenses policies
- To make decisions in respect of service agreements
- To ensure procurement is monitored and best value sought
- To make decisions on expenditure following recommendations from other committees
- To ensure, as far as is practical, that Health and Safety issues are appropriately prioritised
- To determine whether sufficient funds are available for pay increments as recommended by the head teacher
- In the light of the Headteacher Performance Management Panel's recommendations to determine whether sufficient funds are available for increments
- To ensure that priorities in the school development plan are appropriately financed

Terms of reference agreed by the governing body on (date):	16th September 2019
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Name	Governor / Associate Member	Voting Rights	Date appointed to the committee
Ms Sharron Hullock	Parent Governor	Yes	16 th September 2019
Mrs Karen Loudon	Staff Governor	Yes	16 th September 2019
Mrs Anne Heaney	Co-Opted Governor	Yes	16 th September 2019
Mr Keith McDougall	Co-Opted Governor	Yes	16 th September 2019

Disqualification: any relevant person employed to work at the school other than as the headteacher, when the subject for consideration is the pay or performance review of any person employed to work at the school

Chair of the committee:	Ms Sharron Hullock
Clerk to the committee:	Mrs Anne Heaney
Quorum: <small>(minimum of 3 full governors, committee can determine a higher number)</small>	
Date committee established:	16th September 2019
Date of review by governing body:	September 2020