

DENT CHURCH OF ENGLAND V A PRIMARY SCHOOL

RESOURCES COMMITTEE

TERMS OF REFERENCE

- To keep under review the school's strategic planning of finances and other resources in order to promote the best possible teaching and learning opportunities.
- To keep under review the school's Health and Safety management systems, procedures and policies to ensure compliance with Health & Safety Regulations and County Council requirements and to promote high standards of Health & Safety in school.
- To provide information and guidance on matters related to the above and make recommendations to the Governing Body as required.
- To ensure any necessary liaison with the Local Authority and Carlisle Diocese.
- To act in accordance with the Standing Orders relating to contracts for schools and to apply the principles of 'Best Value'.

FINANCE

- Consider the Annual Budget plans drawn up by the Head Teacher and make recommendations to the Full Governing Body.
- Review the staffing structure annually.
- Review SEND funding and expenditure annually.
- Consider, agree and submit the 6 month budget review (October Resources Committee meeting).
- Receive termly budget reports throughout the year.
- Review the delegation of financial responsibilities annually and make recommendations to the Full Governing Body.
- Keep under review the purchasing and provision of services and advise the Full Governing Body accordingly.
- Consider, agree, complete and submit the Schools Financial Value Standard (SFVS) questionnaire annually, (Christmas Term Resources Committee meeting).
- Consider and review the PE grant spending annually to ensure positive impact on children's learning.
- To ensure that the Pupil Premium funding is spent effectively for those children to whom it is granted.

Key documents: School Improvement Plan, Budget Pro forma 1 & 2,
Schools Financial Value Standard and Policy for Financial Delegation

PROPERTY (To be reviewed annually)

- Receive reports on condition of the property and keep maintenance plans under regular review.
- Keep under review the suitability of the premises and make recommendations to the Full Governing Body regarding any major work to be undertaken.
- Consider costs and funding options and make recommendations to the Full Governing Body on the allocation of funds for improvement work as required.

- Monitor the progress and effectiveness of any work undertaken and ensure that contractors supply appropriate risk assessments.
- Receive reports on non-school use of premises, review the Lettings Policy and hire charges annually.
- Plan, review and up-date a 5 year building plan in partnership with the relevant Carlisle Diocese building consultants.

Key Documents: Asset Management Plans, Condition Survey, Suitability Survey, School Development Plan, Accessibility Plan and Lettings Policy.

HEALTH & SAFETY

- Receive regular reports on school's Health & Safety and security procedures.
- Consider annual accident analysis reports, Health & Safety audit reports, survey and inspection reports.
- Keep Health and Safety Policy under review and updated.

Key Documents: Health & Safety Policy, Asbestos Management Plan, School Trips Policy, Emergency Procedures and Administration of Medicine

Other responsibilities:

- Review the Charging and Remissions Policy on a regular basis
- Review Kitchens Policy
- To consider the publicity of the school

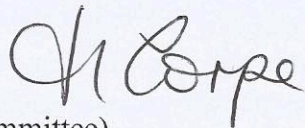
DELEGATION OF POWERS

In the following matters the Resources Committee may act on behalf of the Governing Body:

To agree the 2nd yearly budget in October, subject to the usual quorum.

The Committee Chair will report on any decision made to the Full Governing Body at its next meeting.

Signed as agreed:



VCE(Chair of Resources Committee)

Date:

08/10/18

(To be reviewed annually in September Term)