



Stamford Green

Primary School and Nursery



Resources Committee Terms of Reference

Membership

Membership of the Resources Committee shall be no fewer than six Governors. Any member of the governing body is welcome to attend any committee meeting, but only members of the committee are entitled to vote. From time to time, as the need arises, the resources Committee may invite advisors, either staff from within the school or external advisors, to attend meetings.

Quorum

3 members of the committee must be present for the meeting to be quorate.

Meetings

Termly, unless otherwise agreed by members of the committee, as necessary.

Terms of Reference

The Resources Committee has delegated responsibility for:

1. All financial and budgetary matters of the School and Nursery in accordance with the School's Finance Policy, to ensure regularity and propriety in the use of ALL school funds, and to report thereon to the Governing Body.
2. To approve on behalf of the Full Governing Body the School's Annual Budget Plan.
3. To consider all aspects within the Schools Financial Values Standards (SFVS) to ensure all requirements are met and sustained.
4. To consider and approve the final judgements recorded on the school's Self-evaluation documents as required.
5. To promote the development and effective use of the buildings, grounds and environment of the school, and to report thereon to the Governing Body. Where necessary, to consider and approve the tendering process and the award of contracts.
6. To consider all aspects of Health and Safety as they affect persons using the School premises in accordance with the School's Health & Safety Policy.
7. To delegate, as appropriate, the appointment and dismissal of school staff, other than the Headteacher, in consultation with the Headteacher.
8. To ensure that staff training and development needs are being identified and met; and that staff appraisals and personal development reviews take place annually.
9. To review the needs of the governors for training and skills development and prepare and maintain a written procedure for induction of new governors.
10. Reviewing, monitoring and approving the implementation of policies as indicated on the school's Policy Review Schedule.