

Archbishop Beck Catholic Sports College

Finance Committee Terms of Reference

- In consultation with the Headteacher and Business Manager, to draft the first formal budget plan of the financial year
 - To establish and maintain an up to date 3 year financial plan
 - To consider a budget position statement including virement decisions at least termly and to report significant anomalies from the anticipated position to the Governing Body
 - To ensure school operates within financial guidelines under the current Financial Procedures Manual which is linked to the scheme of delegation
 - To receive regular reports on the school's income and expenditure as compared with budget, and report to the Governing Body
 - To oversee the operation of the School Fund Account
 - To make decisions in respect of service agreements
 - To make decisions on expenditure following recommendations from other committees
 - To determine whether sufficient funds are available for pay increments as recommended by the Headteacher
 - In the light of the Headteacher Performance Management Group's recommendations, to determine whether sufficient funds are available for increments
 - To review from time to time the Register of Governors business interests and to ensure its accuracy
 - The Chair of Finance Committee should be responsible for signing the annual accounts on behalf of the Governing Body
- To exercise confidentiality when meetings are held remotely (headphones etc)

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

These terms of reference agreed by the Governing Body	21st September 2023
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Name of Governor
Mr C Gilbertson
Mr J Arnold
Mr M Daley
Mr P Stirling (Headteacher)
Mr Colin Flynn (Business Manager)

Chair of Committee	Mr C Gilbertson
Vice Chair	Mr J Arnold

Clerk to the Committee	Faye Lee-Jones
Quorum	3