Resources Committee St Joseph's Catholic Primary School:

TERMS OF REFERENCE

In consultation with the Executive Headteacher to draft the first formal budget plan of the financial year

To establish and maintain an up to date 2 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 that the school operates within the Financial Regulations of the Diocese and LA

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 level agreements

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 (normally covered at Full Governing Body Meetings).

To determine whether sufficient funds are available for pay increments as recommended by the Head of School or Executive Headteacher

To consider priorities, including Health and Safety, for the maintenance and development of the school's premises.

· To monitor and oversee arrangements for repairs and maintenance

· To make recommendations on premises-related expenditure

· In consultation with the Executive Headteacher, to oversee premises-related funding bids

· To oversee arrangements, including Health and Safety, for the use of school premises by outside users, subject to governing body policy

· To establish and keep under review an Accessibility plan (normally covered at Full Governing Body Meetings).

Disqualification – Any relevant person employed to work at the school other than as the Executive 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

Date: 16th September 2026