

## **INFORMATION FOR WEBSITE**

### **The remit of the governing board:**

It is stated in the Governance Handbook that all boards, no matter what type of schools or how many schools they govern, have three core functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff; and
- Overseeing the financial performance of the organisation and making sure its money is well spent.

### **The constitution of our governing board is as follows:**

- 4 Parent governors
- 1 Local Authority governor
- 1 Headteacher
- 1 Staff governor
- 12 Co-opted governors

Term of office, all governors are 4 years with the exception of staff which is two years as per attached instrument of governance.

### **Committee Structure is:**

Staff and Pupil Discipline Committee

Finance Committee

Pay Review Body

## **TERMS OF REFERENCE – MILLOM SCHOOL FINANCE AND GENERAL PURPOSES COMMITTEE**

Reports to: Governing Body

Membership: Chair of Governing Body, Headteacher, Five other members of the Governing Body, of which one can be Vice Chair

The Business Manager shall be entitled and expected to attend all meetings of the Finance Committee

Chair: To be elected by the Committee for a 1-year term of office. Where the Chair is absent, the Committee will elect a Chair from those Governors present.

Secretary: Clerk to Governing Body

Quorum: Three Governors

Meetings: A minimum of one each half-term with a minimum of 3 days' notice

Delegations: To take a strategic financial overview, reviewing and approving financial policies and objectives

- Review and approve financial delegations
- Review of expenditure and forecasts against budget
- Review and approve contracts/bids/variations
- Approve the disposal of stock and write-offs
- To receive internal audit reports and monitor recommendations
- To approve statutory financial returns, including the School Financial Value Statement
- To consider any matter which has the potential to have a significant impact on the budget or resources and approve intended action up to a value of 5% of the school budget
- To consider and recommend the Budget for annual approval by the Governing Body

Advisory Functions:

To review the Terms of Reference of the Finance Committee, submitting any proposed changes to the governing body for approval

The committee is authorised to act on behalf of the Governing Body

## GOVERNING BOARD MEMBERSHIP

NAME	GOVERNOR CATEGORY <i>Incl Associate Members</i>	APPOINTING BODY	TERM OF OFFICE	DATE STEPPED DOWN <i>(if applicable)</i>	ATTENDANCE OVER LAST ACADEMIC YEAR <i>2020/2021</i>		ADDITIONAL ROLES AND RESPONSIBILITIES <i>ie chairs of governing board and committees and if Associate Members have voting rights at committee level</i>
					Governing Board*	Committee*	
Professor Colin Richards	Co-opted	Governing Body	01.07.19 - 30.06.2023		3/4	5/5 finance	Joint vice-chair
Mr John Hudson	Co-opted	Governing Body	01.07.2019 - 30.06.2023		4/4	4/5	Chair of finance committee/Attendance governor
Mrs Wendy Hughes	Co-opted	Governing Body	01.07.2019 - 30.06.3023		3/4	4/5	Child Protection/Gifted & Talented governor
Mr Doug Wilson	LA	Governing Body	10.02.2020 - 09.02.2024		4/4		Health & Safety governor
Mrs Zoe Jackson	Parent	Parents	04.06.2018 - 03.06.2022	September 2021	3/4		
Mrs Genevieve Simpson	Parent	Parents	01.09.2018 - 31.08.2022		4/4		Shadow Child Protection/Gifted & Talented governor
Mrs Laura Mossop	Parent	Parents	07.02.2019 - 06.02.2023		1/4		
Mrs Becky Ruddy	Co-opted	Governing Body		February 2021	3/4	3/5	
Revd Stephen Tudway	Co-opted	Governing Body	11.02.2020 - 10.02.2024		1/1	1/1	Joint vice-chair

Mrs Elsa Mason	Parent	Parents	01.09.2020 - 31.08.2024		N/A		Chair
Mr Darren Prior	Staff	Staff	07.02.2020 - 06.02.2022		1/2		
Mr Matthew Savidge	Headteacher	N/A			4/4	5/5	
Mr Paul Baggaley	Associate Member	Governing Body			4/4		Assistant Headteacher
Mr Neil Eaton	Associate Member	Governing Body			4/4		Assistant Headteacher
Mrs Catherine Vance *	Associate Member	Governing Body			4/4		Assistant Headteacher
Mr Steve Olliver *	Associate Member	Governing Body			N/A		Assistant Headteacher
Mrs Sheila Minter	Clerk	Governing Body			4/4	5/5	

Mr Olliver is covering absence of Mrs Vance January – December 2021

