

GOVERNOR SERVICES: EDUCATION IMPROVEMENT

ASHTON COMMUNITY SCIENCE COLLEGE (06104)

**RESOURCES COMMITTEE MEETING
TO BE HELD AT THE SCHOOL
ON
WEDNESDAY, 8 OCTOBER 2025 AT 4.30PM**

AGENDA

1. Apologies for Absence

Any apologies for absence should be reported to the meeting.

The committee should decide whether or not to accept the apologies

2. Declaration of Interest

The committee is reminded that governors and others who are entitled to attend meetings of the governing body or its committees should declare an interest, withdraw from the meeting and not vote in relation to matters where:

- there may be a conflict between their interests and those of the governing body;
- a fair hearing is required and there is reasonable doubt about their ability to act impartially; or
- they have a pecuniary interest.

3. Election of committee chair and vice-chair

Governors are requested to appoint a chair and vice-chair of the committee for the 2025/26 academic year.

4. Review of committee Terms of Reference

Governors are reminded that the terms of reference are the 'rules' which determine business of the committee. Committee members are required to review and approve the committee terms of reference for the academic year 2025/26.

5. Review of Internal Financial Regulations

Governors are asked to review and approve the IFR for the financial management of the school taking account of guidance issued by the county council.

6. Minutes of the previous meeting

The Chair of the committee is asked to confirm the minutes of the previous meeting held on Wednesday 21 May 2025 as a correct record before proceeding with the rest of the agenda.

7. Matters arising from the minutes not elsewhere on the agenda

The committee is asked if there are any matters arising from the last meeting which they wish to discuss and for which an opportunity does not occur on the agenda for this meeting.

8. Financial Matters – Budget review and update

a) Budget Monitoring Report

Governors are asked to:

- examine the summer term monitoring report and review spending against budget headings;
- approve any virements between budget headings that exceed the sum detailed in the IFR;
- approve any new Service Level Agreements (SLA) if they are above the limit delegated in the IFR.



b) Three Year Budget Plan

Governors are asked to review the projected school budget over three years.

c) Monitor the Income and Expenditure of Additional funding

Governors are asked to receive a report on the use of additional funding to the benefit of the pupils in school:

- Pupil Premium

9. Premises, Health and Safety including Buildings Review and Proposals

The committee is asked to receive an update in order to monitor the following:

a) Building Development Plan Update

b) Maintenance and upkeep of school premises and grounds

c) Risk assessments including Fire Risk Assessment and health and safety issues

Governors are asked to ensure that the school complies with health and safety regulations and are asked to receive an update on any risk assessment and health and safety issues and any identified health and safety concerns which includes the review of:

- risk assessment audits;
- safety inspection reports making recommendations when action is required.

d) Accidents and Incidents

e) Audit Reports

Governors are asked to consider any audit reports and other relevant reports that have been undertaken since the last committee meeting and make recommendations to the governing body.



10. Staffing

- a) The committee is asked to receive an update on current staffing within the school, including any staff absences or changes since the last meeting and to make any decisions required of them by the headteacher.
- b) Governors are asked to ensure that the arrangements for staff appraisal (performance management) are in place and being developed.

11. Policies and Procedures

The committee is asked to review and revise any policies required according to the schools own agreed programme for review including:

- a) **Charging and Remissions Policy**
- b) **Lettings Policy**
- c) **CCTV Policy**
- d) **Data Protection/GDPR Policy**
- e) **Emergency Plan/Lockdown Policy**
- f) **Fire Safety Policy**
- g) **Health and Safety Policy**

12. Confidentiality

The committee is requested to identify any items in the minutes to be recorded as confidential.

13. Dates and times of future meetings

Spring Term:

- Wednesday 21 January 2026 at 4.30pm

Summer Term:

- Wednesday 22nd April 2026 (budget setting) at 4.30pm
- Wednesday 13th May 2026 at 4.30pm

