



NEWHAM COMMUNITY
SCHOOLS TRUST

NCST - Trust Board Committees: Standards and Resources Committees - key areas of focus (based on the Terms of Reference of both Committees)

Last updated: February 2022

Applies to: NCST (guidance document)

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Newham Community Schools Trust is a charitable company limited by guarantee and registered in England and Wales with company number 09896221. The registered office of the Trust is Sarah Bonnell School, Deanery Road, London, E15 4LP.

1. Newham Community Schools Trust - Trust Board Committees

1.1. Key areas of focus of (a) Standards and (b) Resources Committees (includes compliance items)

Note that the table below provides a summary of the key areas of work as per the ToR (Terms of Reference) for both Committees; the detail is available in these documents (published on the [Governance page](#) of the NCST website)

Standards Committee - ToR	Resources Committee - ToR
Standards Governance	Staffing Premises Health and Safety Finance Audit and Risk
Curriculum	Pay policy
Statutory policies (eg. special needs, sex education, religious education, attendance, behaviour)	Receive recommendations from LGBs re pay of the Headteacher and staff on the Leadership scale
School improvement (including supported schools)	Recommend to LGBs staffing establishment numbers
Assess performance of all schools in the Trust	Equalities Act compliance
Periodic review of teaching and learning across schools, including sharing best practice/facilitating areas for support	Premises - forecast planning of major projects + updates
Support the establishment of appropriate admissions and exclusions policies and processes	Health and Safety - review the Trust's policy statement and and monitor the role of the LGBs to fulfil responsibilities
Develop and implement programme of trustee and governor training	Keep informed of all major financial issues concerning the Trust
Undertake skills audits of TB and LGBs	Recommend approval of the Trust and schools' annual budgets to the TB (for onward submission to the ESFA)
Support chairs of LGBs to ensure the bodies are	Receive Headteachers' reports re monitoring of

working effectively	income vs expenditure
Advise on appointment of the Trust's Governance Professional and Clerk	Receive proposals from LGBs re current year forecast outturn and recommend Trust forecast outturn to the TB for approval and submission to the ESFA
	Monitor management accounts and financial statements in line with the Academy Trust Handbook and statutory requirements
	Reserves policy
	Procurement policy (and review tenders for major contracts)
	Monitor Trust and school accounting systems and review any audits
	Identify and report in the annual report and improvements in value for money
	Organisational risk
	Support organisational structures to ensure sound and compliant financial management
	Finance and Risk Management policies
	Advise re internal control systems (= internal scrutiny)
	Support and challenge the Trust's Accounting Officer
	Establish and implement a system of financial and risk reporting by the schools to the TB
	Advise re contracts policies
	Advise the TB re appointment and management of external auditors
	Monitor audit recommendations
	Fraud and irregularity allegations (ensure are investigated)

	Recommend annual financial statement
	All HR staff policies, including pay policy
	Staffing structure and pay incentives review (with the aim of ensuring the Trust's schools are all high performing)
	Appeals procedures under staff policies (ensure in place)
	Staff consultation documentation (ensure in place)