

## Business Committee – Schedule of Work 2019/20

Autumn Term 2019 07-Nov-19	Spring Term 2020 12-Mar-20	Summer Term 2020 10-Jun-20
<ul style="list-style-type: none"> <li>Membership Agreed</li> </ul>		<ul style="list-style-type: none"> <li>Agree Schedule of Work 2020/21</li> <li>Agree Terms of Reference</li> </ul>
<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>Register of Interests</li> <li>Approve the statutory accounts so that they can be presented to the Governing Body before 31 December</li> </ul> <p><b>Review:</b></p> <ul style="list-style-type: none"> <li>Financial Regulations</li> <li>Schedule of Financial Delegation</li> <li>Final Management Accounts 2018/2019</li> <li>Management Accounts Forecast 2019/2020</li> <li>Trust Risk Register</li> <li>Lettings Update</li> <li>Antifraud, corruption and bribery Policy</li> <li>Statutory accounts timetable</li> </ul> <p><b>Receive Report on:</b></p> <ul style="list-style-type: none"> <li>Sixth Form Build Update</li> <li>Projects</li> <li>Cost implications of pay recommendations</li> <li>Buzzacott termly on internal controls</li> </ul>	<p><b>Finance</b></p> <p><b>Review:</b></p> <ul style="list-style-type: none"> <li>Management Accounts Forecast 2019/20</li> <li>Long term forecast update</li> <li>Trust Risk Register</li> </ul> <p><b>Receive Reports on:</b></p> <ul style="list-style-type: none"> <li>Sixth Form Build Update</li> <li>Benchmarking</li> <li>Buzzacott termly on internal controls</li> </ul>	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>Agree Budget for 2020-2021</li> </ul> <p><b>Review:</b></p> <ul style="list-style-type: none"> <li>Management Accounts Forecast 2019/20</li> <li>Long-term forecast update</li> <li>Staffing</li> <li>Academy's insurance arrangements</li> <li>Trust Risk Register</li> </ul> <p><b>Receive Reports on:</b></p> <ul style="list-style-type: none"> <li>Sixth Form Build Update</li> <li>Buzzacott Termly on internal controls</li> <li>Projects</li> <li>Academy Insurance Arrangements</li> </ul>