Central Hub Management Committee

Terms of Reference
Approved September 2023

Membership

The Full Management Committee will comprise a maximum of 13 members which will be made up of the 2 parent, 3 staff, 1 Local Authority, 7 community members.

Of the total number of members—
(a) at least one but no more than one fifth must be parent members.
(b) at least one but no more than one third must be staff members.
(c) at least one but no more than one third must be authority appointed members.
(d) at least one but no more than two may be sponsor members; and
(e) the number of community members must out number all the other members listed in sub-paragraphs (a) to (d).

The Management Committee may appoint Associate Members to support particular issues as required.

Quorum:
The quorum shall be one half of the number of members in post.
Meetings:

The Management Committee shall meet regularly at least once a term and otherwise as required. The Headteacher will attend meetings or, if unavailable, arrange for a member of the SLT to deputise.

Terms of reference:
- To agree constitutional matters*
- To recruit new members as vacancies arise and to appoint new governors* where appropriate
- To hold at least 4 Management Committee meetings a year*
- To appoint or remove the Chair and Vice Chair (Members who are current staff members are not eligible for these positions)*
- To appoint chairs of Committees (Members who are current staff members are not eligible for these positions).
- To appoint or remove a Clerk to the Management Committee*
- To establish the committees of the Full Management Commitee and their terms of reference*
- To appoint or remove a Clerk to each committee*
- To suspend a Member*
- To decide which functions of the Full Management Committee will be delegated to committees, groups and individuals*
- To receive reports from any individual or committee to whom a decision has been delegated and to consider whether any further action by the FMC is necessary*
- To approve the first formal budget plan of the financial year
- To receive and interrogate a range of school data and set priorities for the relevant sub-committee
- To review the delegation arrangements annually*
- To consider any items which individual members may wish to include

* these matters <u>cannot</u> be delegated to either a committee or an individual