

**BOARD OF TRUSTEES - EVERY CHILD, EVERY DAY TRUST
TERMS OF REFERENCE**

Finance and General Purposes Committee (FGP) 2025-2026

Purpose:

To enable the trust board to meet its responsibilities of monitoring financial performance and forecasts, ensuring the adequacy and effectiveness of the financial reporting, value for money of resources, capital projects and risk management.

Membership:

- Mohamed Elgunindi (Chair)
- Amy O'Brien
- Guy Solway
- Julian Knott

Attendees:

- Ash Ali (CEO)
- Paul Moralee (DFO)

Quorum: 3 Trustees

Meetings: The committee will meet at least 3 times a year. Minutes of the committee's meetings will be shared with the board and made available to the public.

If the chair is not available for a meeting a trustee from within the group will be appointed by the group to chair that specific meeting.

Policies:

- Charging and remissions
- Governor Allowances
- MAT Financial Procedures
- Reserves and Investments
- Debt Recovery

Monitoring:

Finance:

- To comply with the Academy Trust Handbook
- Review the short and medium term financial strategy to ensure the financial stability of the ECEDAT and each school within the Trust.
- Consider the plans, policies and procedures required to deliver the agreed financial strategy.

- Review at least termly a report from the Executive Team against budgets and forecasts and provide a report to the Board on the results of this review, drawing any matters of concern to the attention of the Board.
- Consider the budget and make recommendations to the Board for any financial aspects of the annual business plan.
- Oversee the safeguarding of investments including reviewing the return on these investments and to agree any investment strategies to be approved by the Board, and then oversee its subsequent implementation.
- Review any procurement to ensure value for money, due process and the financial justification for any capital or revenue contract where the commitment is greater than £213,477 in any one year or a commitment of more than £125,000 per annum for a contractual period of 2 years.
- To review the Trust's arrangements in respect of whistleblowing and antifraud and corruption and make recommendations as necessary.

General Purposes

- **Health and Safety**
 - Review the H&S summary report to ensure a safe working and learning environment for staff, students and visitors.
- **GDPR**
 - Monitor the GDPR summary to ensure the Trust's schools comply with legislation in a timely manner and provide support with vexatious or similar requests.
- **Facilities**
 - Ensure the condition of the Trust's facilities are suitable for effective learning and provide a safe environment for staff and students alike.
- **HR**
 - Ensure the implementation of Human Resource Policies
 - Ensure the management of recruitment and retention for all staff employed by the Trust within the context of Trust HR policies and develop effective strategies so that the Trust and its schools are able to recruit and retain staff.
 - Receive recommendations regarding staffing structure for the Trust and its schools to meet the needs of the Academy as set out in the School Development Plan.
- **IT**
 - Review the IT reports to monitor network stability and security
 - Ensure the Trust's IT systems are compliant with third party certification

Approved by the Board of Trustees on:

08 December 2025

Adopted by the FGP committee on: 24 November 2025

Next review date: September 2026