

Committee Terms of Reference and Delegated Powers

STAFFING COMMITTEE

Terms of Reference

1. It is the duty of the Staffing Committee to:
 - (a) Oversee the formulation, development and review of all policies relating to the employment of staff within the school with due regard to the curriculum needs of the students and to bring such matters to the attention of the full Governing Body.

Specific Delegated Powers

1. The Committee will support and advise the Headteacher and Governing Body on all staffing related matters
2. The Committee shall be responsible for the formulation, development and review of all policies relating to the employment of staff within the school.
3. The Committee shall, in line with the legal requirements placed on the Governing Body and of the requirements of the Pay Policy of the school:
 - a) arrange for an annual pay review of all staff to be carried out;
 - b) review and develop the above process as necessary;
 - c) The Chair of the Staffing Committee will be one of three Governors that sits on the Salary Review Committee to assess the Headteacher's recommendations for staff pay awards (other than the Headteacher)
 - d) The Chair of the Staffing Committee will be one of the three Governors who sits, with a member of the LA School Improvement Service, to determine suitable targets for the Headteacher, monitor the Headteacher's performance and make pay decisions.
4. The committee shall review and where appropriate approve, on behalf of the Governing Body, the recommendations of:
 - The Salary Review Sub-Committee
 - The Redundancy Sub-Committeeexcept where such policies are the sole prerogative of the Governing Body
5. The committee will consider the potential impact of any Corrective, Disciplinary or Grievance judgement on the policies or processes of the Governing Body.

Further delegation of powers to the Headteacher:

The Staffing Committee have requested that the following powers be delegated to the Headteacher:

- a) the authority to identify posts, advertise and make appointments without formal reference to the Governing Body or its Committees, providing that they fall within the established staffing structure, teaching and support;
- b) that they do not exceed the establishment figures in the current curriculum and budget plans;
- c) that the costs do not exceed total employee costs in current budget plans.