

Author	Clerk
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Approved by	Governing Body
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Review frequency	Annual
Next review due date	September 2026

Matters Reserved to the Governing Body for Decision

1	The modification or revocation of the charitable purposes or the Articles of Association of Fircroft College of Adult Education
2	College Mission and Values
3	College Strategy and Strategic Plans
4	Approval and monitoring of key strategic objectives and performance indicators
5	The determination of the educational character of the College
6	Curriculum (reflects College's educational character and mission and meets its strategic priorities (internal and external))
7	Self-Assessment Report
8	Quality Improvement Plan
9	Accountability Agreement
10	Review how well education and training provided meets local needs and what action might be taken in order to meet those needs better
11	The responsibility of ensuring the solvency of the College and for safeguarding its assets
12	Financial Statements
13	Annual Report

14	Regularity Assurance Report
15	Letter of Representation
16	Annual Budget and 3-year Financial Plans
17	Investment Policy
18	Appointment of Investment Managers and other such professional advisers
19	Appointment of Internal and External Auditors
20	Appointment of bankers and approval to open new bank accounts (and close bank accounts)
21	Risk Management Policy and Risk Register
22	Anti-Fraud Policy and Fraud Response Plan
23	Whistleblowing Policy (Public Interest Disclosure Act)
24	Freedom of Information Act Publication Scheme
25	Privacy Statements
26	Data Protection Policy
27	Incident Management Plan
28	The appointment and grading of the Principal, Senior Post Holder (currently only Principal) and Clerk
29	The determination of the pay and conditions of service of the Principal and Senior Post Holder (Thresholds in place (£150k) in respect of total remuneration – approval must be sought to meet or go beyond limits (2025 College Financial Handbook))
30	Policies regarding the suspension, dismissal, appeals, grievance applicable to the Principal, Senior Post Holder, and Clerk
31	Strategic framework for pay and conditions of service of all other staff
32	Pension (frameworks, schemes and contributions)

33	Annual review and determination of Employee Pay
34	Governance Structure
35	Code of Governance
36	Scheme of Delegation – Matters Reserved to Governing Body for Decision Terms of Reference of Committees
37	Standing Orders
38	Membership of Governing Body and Committees
39	Appointment of Chairs, Vice-Chair, Lead Governors and Associate Governors Role Descriptions for Governor Positions
40	Removal of Governors, Associate Governors, Directors
41	Governors' Training and Development Plan
42	Conflicts of Interest Policy and Procedures Governor Eligibility Form
43	Annual Assessment of Governance and External Review of Governance and Action Plans
44	Approval to set up subsidiary companies (and close them)
45	Approvals to seek DfE approvals as required by the College Financial Handbook 2025 including those set out below:
46	Scheme of Financial Delegation (2025 College Financial Handbook : the written scheme must be approved and reviewed by the board : regularly, at least once every three years, when a change in college management/organisational structure that would impact effectiveness of any existing scheme)
47	Set and review the college policy for holding reserves (2025 College Financial Handbook)
48	Borrowings ((2025 College Financial Handbook) Must not undertake without DfE consent)

49	Novel, Contentious and Repercussive transactions (2025 College Financial Handbook)
50	Special Payments ((2025 College Financial Handbook) severance limits, compensation payments, Ex Gratia payments etc)
51	Write Offs and entering into Liabilities (2025 College Financial Handbook)
52	Disposal of fixed assets (2025 College Financial Handbook)