

# **NORTH YORKSHIRE COUNTY NETBALL ASSOCIATION**

## **Terms of Reference**

### **Governance and Finance Working Group**

#### **Purpose of the group**

- Advises on the county's governance structure and compliance processes to ensure they reflect current best practice
- Recommends changes to the county constitution, regulations and terms of reference
- Considers the annual budget for the county
- Reviews the accuracy of management reports on the income and expenditure and balance sheet position, prepared and presented by the County Treasurer;
- Assists the CMB in discharging its responsibilities in relation to the governance and finance matters of the organisation
- Formulates an annual budget relating to the anticipated governance and finance activities for the ensuing year and submits to the CMB for its consideration
- Submits reports regarding governance and finance to the North Yorkshire County Management Board (NYCMB)
- Refers to the NYCMB for support and/or guidance regarding any matters which cause concern or which the Governance and Finance Working Group is unable to resolve and/or deal with
- Represented at all CMB meetings
- Agrees with CMB its annual plan

#### **Membership**

The membership of the working group shall consist of the following:

- the lead of the working group, who is elected annually at the North Yorkshire Netball AGM
- additional volunteers who have the ability and desire to develop and enhance governance and finance matters within the county

#### **Meeting**

The group will hold one planning meeting annually and any subsequent meetings deemed necessary to enable the group to function and provide the desired levels of governance and finance. The group may form smaller working groups to enable more effective planning and organisation.

Brief notes of each meeting should be taken and circulated to the Chair of the CMB.

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