

Swansea Town Hall Community Centre Finance Committee Terms of Reference

Committee Type Standing Committee

Membership

This committee is made up of the Treasurer and such other persons as may be appointed by the Board.

The Treasurer acts as the Chair of this committee.

Purpose

The purpose of the Finance Committee is to ensure that the Swansea Town Hall is operating in a financially sustainable manner.

Duties

For recommendation to the Board of Management, the Finance Committee will:

- Oversee the drafting of all Financial Policies
- Approve the annual operating budget, in consultation with the Staff
- Provide advice to the Staff regarding prioritizing the needs and priority list regarding the building, furnishings and equipment.
- Establish purchasing procedures and monitor the implementation thereof.

Meetings

Meetings of the Committee shall be on an ad hoc basis or upon the call of the chair of the committee or any of its members.