



COMMITTEE ROLES: The Finance and Resources Committee

The responsibilities of the Finance & Resources Committee are:

1. Drafting a budget, with clear budget lines for each committee, for consideration and approval by the Board;
2. In-year monitoring of the budget;
3. Managing the Party's resources;
4. Day-to-day compliance with the Political Parties, Elections and Referendums Act;
5. Borrowing money on behalf of the Party;
6. Inter-party financial management;
7. Overall financial control, including processes for approval of spending;
8. Processes for appointing staff, and the human resources requirements for employing staff;
9. Selecting an auditor to audit the Party's accounts, for approval by Conference;
10. Oversee the organising the event of Conference;
11. Fundraising;
12. Election spending and approval;
13. Ensuring party money is spent and resources used to increase engagement with diverse communities; and
14. The discharge of such other functions as the Conference or the Constitution shall allocate to it.

The skills that someone elected to this committee may find useful include:

(please note that this list is meant as a guide only)

- Good communication and interpersonal skills.
- Experience of financial budgeting and management.
- A good grasp of the wide range of activities within the party, especially those that require financial or other resources.
- An understanding of the requirements to comply with the Political Parties, Elections and Referendums Act, and any other legislation.
- Experience in providing a key strategic function of the committee, for example human resources or fundraising.
- Experience of working as part of a decision-making team or implementing a strategy for an organisation.