

## **ASA South East Region**

### **Finance Group: Terms of Reference (adopted November 2014)**

- 1 To recommend an annual budget for adoption by the Board
- 2 To recommend to the Board, annually, the affiliation fees to be levied on clubs
- 3 In conjunction with the Divisional Office Staff, to monitor income and expenditure against approved budget, and report thereon regularly to the Board
- 4 To advise the Board on proposals for expenditure not reflected in the approved budget
- 5 To review the annual accounts of the Region, prior to their submission to the Board or the independent examiner
- 6 To advise the Board on proposals relating to possible borrowing
- 7 In conjunction with the Divisional Office Staff, to review, from time to time, the Region's financial systems, and to report thereon to the Board
- 8 In conjunction with the Development Group, to review regularly performance against the agreed Development Plan, and the sub-regional development plans, to ensure timely submission of claims to the ASA and other funding bodies.