

## **Marsh Hill and Perry Beeches Maintained Nursery Schools Federation**

### **Executive Head Teacher's Delegation**

The IEB formally delegated the day to day financial management of the budget to the Executive Head Teacher(s) of Marsh Hill and Perry Beeches Maintained Nursery Schools

#### **1. Budget**

- i. The IEB will give the Executive Head Teacher responsibility for administration of the budget and its day to day control and monitoring.
- ii. The Executive Head Teacher may spend on any single item up to £10,000 without referral to the IEB.
- iii. The Executive Head Teacher may incur cumulative expenditure up to £10,000 with the same supplier in a financial year without referral to the IEB.
- iv. The Executive Head Teacher may vire up to £10,000 for non-staffing related items without referral to the IEB.
- v. The [Executive] Head Teacher(s) will recommend virements and budget revisions above a value of £10,000 to the full Board for approval.
- vi. The Executive Head Teacher may adjust cost centre budget in response to the receipt of additional funding during the year. These adjustments will be reported back to the IEB.

#### **2. Expenditure**

- i. The Executive Head Teacher can authorise orders to the value of £10,000 within the budget provision without reference to the IEB and subject to obtaining quotations for expenditure up to and over £10,000 in line with the current financial regulations and standing orders of Birmingham City council as outlined in Schools Financial Procedure manual.
- ii. The Executive Head Teacher can authorise orders up to £10,000 with the same supplier in one financial year without approval of the IEB.
- iii. The Executive Head Teacher will recommend spend on expenditure above £10,000 to the IEB.

