

POLICY, FINANCE & ADMINISTRATION COMMITTEE

28 SEPTEMBER 2011

REPORT OF HEAD OF CENTRAL SERVICES

ITEMS FOR APPROVAL UNDER FINANCIAL PROCEDURE RULES

1.0 THE PURPOSE OF THE REPORT

1.1 The purpose of this report is to submit requests for approval of this Committee under Financial Procedure Rules and to provide information on amounts approved under delegated powers and to report the impact of these on the Council's reserves and balances.

2.0 RECOMMENDATIONS

2.1 It is recommended that:

- a) the virements approved under delegated powers (para. 3.1.1 refers) be noted;
- b) the business cases discussed in para. 4.1.1 be approved and;
- c) the virement discussed in para. 4.2.1 be approved.

3.0 VIREMENTS

3.1 Delegated Authority

3.1.1 Since the last meeting the Head of Central Services has approved fourteen requests for virement within the same service totalling £331,850 and six requests between services totalling £255,870. More details of those requests in excess of £5,000 can be found in Appendix A.

4.0 CAPITAL PROGRAMME

4.1 General Fund

4.1.1 The under mentioned scheme (Business Case attached as Appendix B) is submitted for approval:

Committee	Scheme	← Funding →		
		Amount	Year	Source
Rural, Economic & Environmental Affairs	Purchase of ride on mower unit for Environmental Maintenance Team	£15k	2011-12	Capital Receipts £10k, Repairs & Renewal Fund £5k
Community and Social Affairs	Private Sector Major/Minor Repairs Loans Scheme	£100k	2011-12	Capital Receipts
Policy, Finance & Admin	Income Management System	£20k	2011-12	Capital Receipts

## 4.2 Housing Revenue Account

- 4.2.1 At a meeting of the Community & Social Affairs Committee held on 21 September it was approved that a virement of £100k be made from the kitchen improvement works programme to a new fire safety works programme.

This follows a housing fire risk assessment that was carried out earlier this year, which identified a number of high, medium and low risks, which require attention. A programme over the next 3 years has been developed to carry out essential fire risk works for this year.

## 5.0 POLICY & CORPORATE IMPLICATIONS

- 5.1 Policy and corporate implications are considered for each new budget proposal as part of the Council's priority assessment process. The results of this are reported to members as part of the budget setting process.

## 6.0 FINANCIAL & OTHER RESOURCE IMPLICATIONS

- 6.1 The effect on the Council's balances and reserves of the above requests are as follows:-

	Budget Reductions	Working Balance		Corporate Priorities Reserve	General Reserve Special	HRA	MRR
	£	General £	Special £	£	£	£	£
Balance as at 1 April 2011	0	640,000	49,166	848,067	67,993	397,933	576,858
Funding of Capital Programme 2011-12 including C/Fwds.	0	0	0	-94,000	0	0	-1,591,000
Budgeted Reduction/Increase	0	0	834	-8,770	33,706	920	1,213,830
Budget Reductions Approved	5,000	0	0	0	0	0	0
Supplementary Estimates Approved	0	0	0	0	0	0	0
C/fwd. of Revenue Budgets	0	0	0	-248,430	0	0	0
Set-aside to Repay Debt	0	0	0	0	0	0	-150,700
Balance of £250k Delegated to BSPWG	0	0	0	-47,324	0	0	0
Estimated Balance 31 March 2012	5,000	640,000	50,000	449,543	101,699	398,853	48,988

## 7.0 LEGAL IMPLICATIONS/POWERS

- 7.1 Any legal implications arising from these movements in funds will have been addressed during the approval process.

## 8.0 **COMMUNITY SAFETY**

8.1 Individual budgets could have links to community safety issues. These are covered in any associated reports and financial forms that refer to these budgets as they progress through the decision making process. As community safety is a corporate priority this is considered as part of the priority assessment and budget setting process when considering individual budget proposals.

## 9.0 **EQUALITIES**

9.1 The equality issues of each specific budget are considered as they progress through the approval process.

## 10.0 **RISKS**

10.1 There will be risks associated with all budgets and these should be considered as part of the consideration of these individual budget proposals through the decision making process.

## 11.0 **CLIMATE CHANGE**

11.1 Individual budget heads could have climate change issues but these are considered individually as they progress through the approval process.

## 12.0 **CONSULTATION**

12.1 Any proposed adjustments to budgets are made in consultation with budget holders and the Management Team where appropriate.

## 13.0 **WARDS AFFECTED**

13.1 All wards are affected.

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Contact Officer: David Cowl

Date: 6 September 2011

Appendices: Appendix A – List of Virements  
Appendix B – Business Case – Purchase of Ride on Mower Unit - EMT  
Appendix B – Business Case – Private Sector Major/Minor Repair Loan Scheme  
Appendix B – Business Case – Income Management System

Background Papers: Committee Papers  
Budget Reduction/Virements/Supplementary Estimate Forms

Reference: X: C'tee, Council & Sub-C'tees/PFA/2011-12/28-09-11/DG-Items for Approval