

POLICY, FINANCE & ADMINISTRATION COMMITTEE

25 JANUARY 2012

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 and;
- b) the supplementary estimates approved under delegated powers (para. 4.1 refers) be noted;
- c) the revised phasing of the Waterfield Leisure Pool projects be approved, as set out in paragraph 5.1 and;
- d) the changes to the authorised spending on HRA schemes be approved as set out in paragraph 5.2;
- e) the business case in respect of the Warm Homes Grants scheme be approved as set out in paragraph 5.3.

3.0 VIREMENTS

3.1 Delegated Authority

3.1.1 Since the last meeting the Head of Central Services has approved five requests for virement within the same service totalling £138,380 and six requests for virement between services totalling £93,900. More details of those requests in excess of £5,000 can be found in Appendix A.

4.0 SUPPLEMENTARY ESTIMATES

4.1 The following items have been approved under delegated authority funded from budget reduction money:

Budget Head	Reason	Amount
<u>Policy, Finance & Administration Committee</u>		
ICT Services – Central Telephone Costs	Development on Advanced Telephony to allow the Instant Communicator application to work remotely.	4,000
Central Services – Employee Costs	Additional support for change team for website review	2,570

<u>Community & Social Affairs Committee</u>		
Customer Service Centre – Employee Costs	Extension to existing admin post to 31 March 2012	4,380
Total		£10,950

- 4.2 The following item was approved at a meeting on the Rural Economic & Environmental Affairs Committee on 11 January 2012 from the Corporate Priorities Reserve:

Budget Head	Reason	Amount
<u>Rural, Economic & Environmental Committee</u>		
Waste Management	Implementation costs of the revised method of service delivery approved at the above committee 11 January 2012	4,000

5.0 CAPITAL PROGRAMME

5.1 General Fund

At a meeting of the Community and Social Affairs Committee (CSA) held on 24 January 2012 the re-alignment of the phasing of the two Waterfield leisure pool projects was approved in order to minimise the level of carry forward into 2012/13 and to ensure that authorised spending better reflects the anticipated spend. This meant amending the authorised spending in the current year for the 2 projects from £829k and £26k to £150k and £10k respectively. This would result in project costs of £695k being transferred to 2012/13 (£679k for the redevelopment programme and £16k for the associated professional fees).

5.2 Housing Revenue Account

At a meeting of the CSA held on 24 January 2012 the authorised spending for the 6 schemes with forecast variation to be amended to the amount forecast was approved with a £23k shortfall variance remaining on the void catch up repair budget. Whilst the forecast now indicates that the voids repairs spending is likely to exceed its budget, this is not certain and every effort will be made to keep expenditure within the current authorised budget. The HRA Capital Programme variations are attached at appendix B.

Warm Homes Grant

- 5.3 At a meeting of the CSA Committee held on 24 January 2012 a project mandate and business case was approved in respect of a grant scheme to assist vulnerable people in residential properties to upgrade central heating and insulation. The business case is attached at Appendix C for approval by this committee. As the cost of the grants given is covered in full by external funding there are no financial implications of the scheme to the Council.

6.0 POLICY & CORPORATE IMPLICATIONS

- 6.1 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.

7.0 FINANCIAL & OTHER RESOURCE IMPLICATIONS

- 7.1 The effect on the Council's General Fund balances and reserves will be reported to Full Council in February as part of the budget setting process.

8.0 LEGAL IMPLICATIONS/POWERS

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

9.0 COMMUNITY SAFETY

9.1 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.

10.0 EQUALITIES

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

11.0 RISKS

11.1 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.

12.0 CLIMATE CHANGE

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

13.0 CONSULTATION

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

14.0 WARDS AFFECTED

14.1 All wards are affected.

Contact Officer: David Cowl

Date: 7 January 2012

Appendices: Appendix A – List of Virements over £5k
Appendix B – HRA Capital Programme

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

Reference: X: C'tees, Council & Sub-C'tees/PFA/2011-12/25-1-12/DG-Items for Approval