

POLICY, FINANCE & ADMINISTRATION COMMITTEE

25 SEPTEMBER 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.
- b) the business cases discussed in para 4.1.1 be approved, and additional funding be approved for the LAMS and Partnership Scheme in Conservation Areas from capital receipts.
- c) members approve the use of the working balance to fund the Leisure Vision supplementary estimate request of £30k as set out in paragraph 5.1.
- d) the increases in the approved levels of capital spending be approved as set out in paragraphs 5.2 and 5.3.
- e) Members approve the use of the working balance to fund an Economic Development Officer in 2012/13 in the sum of £7,500 and approve a permanent increase to the establishment as outlined in paragraph 5.4.
- f) Members approve a permanent increase to the establishment from 1st April 2013 for the CCTV Co-ordinator, funded from existing budgets as outlined in paragraph 5.5.
- g) the Fairmead Renegeration project be added to the Capital Programme, with the cost of property acquisitions funded by the Regeneration and Development Reserve. Delegated authority be given to the Head of Communities & Neighbourhoods to do this in consultation with the Head of Central Services and Solicitor to the Council following successful negotiations' with the affected home owners, as outlined in paragraph 5.6.

3.0 VIREMENTS

3.1 Delegated Authority

3.1.1 Since the last meeting the Head of Central Services has approved seventeen requests for virement within the same service totalling £543,260 and two requests between services totalling £5,730. More details of those requests in excess of £10,000 can be found in Appendix A.

4.0 CAPITAL PROGRAMME

4.1 General Fund

- 4.1.1 The under mentioned schemes (Business Case attached as Appendix B) are submitted for approval:

Committee	Scheme	Funding		
		Amount	Year	Source
Rural, Economic & Environmental Affairs	Environmental Maintenance Vehicles	£48,000	2012-13	Repairs and Renewals Fund
Rural, Economic & Environmental Affairs	Partnership Scheme in Conservation Areas	£15,000	2012-13	Capital Receipts
Community and Social Affairs	Local Authority Mortgage Scheme	£1,000,000	2012-13	Capital Receipts

- 4.1.2 Two of these requests are in addition to the funding approved when the budget was set by Full Council on 23 February 2012. These are as follows:

At a meeting of the Rural, Economic and Environmental Affairs Committee held on 4 September 2012 it was approved that a request be made to this committee for the funding to extend of the Partnership Scheme in Conservation Areas into a sixth year.

At a meeting of the Community and Social Affairs Committee held on 19 September 2012 it was approved that a request be made to this committee for the funding for capital investment in the Local Authority Mortgage Scheme.

5.0 REQUESTS FOR APPROVAL FROM OTHER COMMITTEES

5.1 Revenue Budget 2012/13 - Leisure Vision

At a meeting of the Community and Social Affairs Committee held on 19 September 2012 it was approved that a request be made to this committee for a revenue budget allocation of £30,000 from the working balance to pump prime the project.

5.2 Capital Programme 2012/13 - Warm Homes Grant

The Affordable Warmth Steering Task Group has agreed to commission a borough wide energy survey costing approximately £18,000 of which a £10,000 contribution can be met from residual grant monies from Decent Homes Grants; the balance of £8k being met from existing budgets.

At a meeting of the Community and Social Affairs Committee held on 19 September 2012 it was approved that a request be made to this committee for an increase in the Warm Homes Grant budget of £10,000 to meet the costs of a survey to be met from the above residual grant. This will increase the approved budget for Warm Homes Grants from £185,000 to £195,000.

5.3 Capital Programme 2012/13 - Disabled Facilities Grant

At a meeting of the Community and Social Affairs Committee held on 19 September 2012 it was approved that a request be made to this committee for an increase of £100,000 to the Disabled Facilities Grant Budget to reflect increased spending. During 2011-12 the Council made a successful bid for grant monies being made available by NHS Leicestershire County and Rutland towards adaptations in respect of both public and private sector properties. The grant awarded to us totalled £100,000, and will be used to

fund the increase above.

5.4 Economic Development Officer

At a meeting of the Rural, Economic and Environmental Affairs Committee held on 4 September 2012 it was approved that a request be made to this committee to recruit a full-time Economic Development Officer and that the part year cost of £7,500 in 2012-13 be funded from the working balance. In addition, this committee is requested to approve an addition to the establishment for this post. This post will lead on many of the actions identified in the Economic Development Strategy for Melton Borough Council as the lead partner for the Strategy.

5.5 CCTV Co-ordinator

At a meeting of the Community and Social Affairs Committee held on 19 September 2012 it was approved that a request be made to this committee to increase the establishment for a CCTV Co-ordinator (20 hours per week) from 1 April 2013. The cost of this post will be met from existing budgets. The co-ordinator post helps recruit and support volunteers and as a result provides 2,844 monitored hours of CCTV per year helping to cover peak times for crime and supporting local businesses, residents and visitors in the area.

5.6 Fairmead Regeneration Project

At a meeting of the Community and Social Affairs Committee held on 19 September 2012 it was approved that a request be made to this committee to add the Fairmead Regeneration project to the capital programme. It is recommended that delegated authority to given to the Head of Communities & Neighbourhoods in consultation with the Head of Central Services and Solicitor to the Council, following successful negotiations' with the affected home owners that the Regeneration and Development reserve be used to fund the cost of acquisitions.

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 balances and reserves of the above requests and previous decisions taken by either this committee or Full Council are as follows:-

	Budget Reductions £	Working Balance		Corporate Priorities Reserve £	General Reserve Special £	HRA £	MRR £	Capital Receipts £
		General £	Special £					
Balance as at 1 April 2012	0	640,000	50,000	1,214,825	178,193	727,072	*227,926	10,132,547
Funding of Capital Programme 2012-13 including C/Fwds.	0	0	0	0	-18,000	0	-1,803,000	-4,110,000
Budgeted Reduction/ Increase	0	407,330	5,230	-1,680	37,810	150,970	1,685,340	54,496
Budget Reductions Approved	0	0	0	0	0	0	0	0
Supplementary Estimates Approved	0	-156,050	0	-63,450	0	-37,000	0	0
Carry forward of Revenue Budgets	0	0	0	-135,200	0	0	0	0
Set-aside to Repay Debt	0	0	0	0	0	0	-75,350	0
Provisional Balance 31 March 2013	0	891,280	55,230	1,014,495	198,003	841,042	*134,916	*26,077,043

*1 excludes element that has been set aside to repay a 5 year loan taken out in 2009-10 for improvements to the housing stock

*2 includes HRA capital receipts of £113,671

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: Claire Burgess

Date: 4 September 2012

Appendices: Appendix A – List of Virements
Appendix B – Business Case - Purchase of EMT Vehicles
Appendix B – Business Case - Partnership Scheme in Conservation Area
Appendix B – Business Case - Local Authority Mortgage Scheme

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

Reference: X: C'tee, Council & Sub-C'tees/PFA/2012-13/250912/DG-Items for Approval