

POLICY, FINANCE & ADMINISTRATION COMMITTEE

10 APRIL 2013

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.

2.0 RECOMMENDATIONS

2.1 It is recommended that:

- a) the virements approved under delegated powers (para. 3.1.1 refers) be noted,
- b) Members approve the refund request to the Hub in the sum of £1,800 as outlined in paragraph 4.1 and;
- c) A new post of Housing Capital Programme Team Leader is recruited as a permanent addition to the establishment at a cost of £35k to be funded from the Housing Revenue Capital Programme (para. 4.2 refers).

3.0 VIREMENTS

3.1 Delegated Authority

- 3.1.1 Since the last meeting the Head of Central Services has approved sixty eight requests for virement within the same service totalling £467,370 and nineteen requests for virement between services totalling £441,4400. More details of those requests in excess of £10,000 can be found in Appendix A.

4.0 REQUESTS FOR APPROVAL FROM OTHER COMMITTEES

4.1 Rental Refund Request – The Hub - Melton Country Park’s Visitors’ Centre

At a meeting of the Community and Social Affairs Committee held on 20th March 2013 it was approved that a request be made to this committee to refund the rent of £3,000 paid by the Hub for their occupation of Melton Country Park’s Visitors’ Centre. They are unable to afford the current rent (£6,000 per annum); an agreement has been reached for the Hub to pay a revised rent of £1,200 per annum. Therefore approval is requested for a refund to the Hub of £1,800.

4.2 Housing Asset Management Plan and Request for Additional Post

At a meeting of the Community & Social Affairs Committee held on 20th March 2013 it was approved that a new full-time Housing Capital Programme Team Leader be recruited to ensure a more strategic and operational asset management service. Members of this committee are therefore asked to approve the recruitment of this new post as a permanent addition to the establishment from 2013-14 with the cost of £35k to be funded from the HRA Capital Programme.

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 There are no other financial and resource implications arising from this report.

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.

Contact Officer: Claire Burgess

Date: 25 March 2013

Appendices: Appendix A – List of Virements over £10,000

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

Reference: X: C'tees, Council & Sub C'tees/PFA/2012-13/10-04-13/DG-Items for Approval