

**POLICY, FINANCE & ADMINISTRATION COMMITTEE**

**10 JULY 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 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 Grounds Maintenance equipment from the Repairs and Renewals Fund; Affordable Housing from the HRA Development and Regeneration Reserve; car parking improvements at Waterfield Leisure Centre from capital receipts and Corporate Priorities reserve and for the Wheels to Work scheme from external funding;
- c) an earmarked capital receipts reserve be created containing £1,000,000 earmarked from General Fund Capital Receipts for the Leisure Vision project and a further revenue allocation of £30,000 to provide the necessary consultancy support for the Leisure Project be approved from the Corporate Priorities Reserve (para 4.1.4 refers).

**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 £70,960 and one request for virement between services totalling £18,330. 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 Cases attached as Appendix B) are submitted for approval

Committee	Scheme	← Funding →		
		Amount	Year	Source
Rural, Economic, Environmental Affairs	Grounds Maintenance Equipment- ride on mower	£25,000	2013-14	Vehicles & Equipment Repairs and Renewals Fund
Community and Social Affairs Committee	Affordable Housing New Build	£1,050,000	2013-14	HRA Development and Regeneration Reserve
Community and Social Affairs	Waterfield Leisure Centre Car Parking improvements	£65,000	2013-14	50% Capital Receipts; 50% Corporate Priorities Reserve
Community and Social Affairs Committee	Wheels to Work	£44,000 £29,000	2013-14 2014-15	External Funding
Rural, Economic, Environmental Affairs	Car Parking improvements	£38,000	2013-14	Capital Receipts
Policy, Finance and Administration	Parkside Reception Improvements	£11,000	2013-14	Council Offices Repairs and Renewals Fund

4.1.2 The first four requests are in addition to the funding approved when the budget was set by Full Council on 21<sup>st</sup> February 2013, these are as follows:

At a meeting of the Rural, Economic and Environmental Affairs Committee held on 29<sup>th</sup> May 2013, it was approved that a request be made to this committee for funding for capital investment in Grounds Maintenance equipment (replacement of a front line ride-on mower/flair unit) and that a request be made to this committee for the required funding of £25k to be met from the Renewals and Repairs fund.

At a meeting of the Community and Social Affairs Committee held on 19<sup>th</sup> June 2013, it was approved that a request be made to this committee for funding to progress the Council led new build of 10 affordable housing units on 3 garage sites at Greaves Avenue (4 units), Saxelby Road (3 units) and Tudor Hill (3 units), and that a request be made to this committee for the required funding of £1,050k to be met from the HRA Development and Regeneration Reserve.

At a meeting of the Community and Social Affairs Committee held on 19<sup>th</sup> June 2013, it was approved that a request be made to this committee for funding for car parking improvements at Waterfield Leisure Centre that will extend the car parking by 36 spaces. The total cost of this project is £65k, SLM will contribute £32,500 in 2014-15. The funding will be 50% from capital receipts and 50% from the Corporate Priorities reserve; this is to ensure that in line with accounting practice on receipt of SLM's contribution in 2014-15 the monies will be returned to the Corporate Priorities reserve.

At a meeting of the Community and Social Affairs Committee held on 19<sup>th</sup> June 2013, it was approved that a request be made to this committee for funding for the Wheels to Work project as part of the Supporting Leicestershire Families programme and that a request be made to this committee for the required funding of £73k to be met from external funding.

#### 4.1.3 Leisure Vision Project

At a meeting of the Community and Social Affairs Committee held on the 19<sup>th</sup> June 2013, it was approved that a request be made to this committee for an earmarked capital receipts reserve to be created containing £1,000,000 earmarked from General Fund capital receipts as the Council's contribution towards this project.

A request is also made to this committee for a further revenue allocation of £30,000 from the Corporate Priorities Reserve to provide the necessary consultancy support to the project. This will provide additional expert advice as needed on property, procurement and Leisure profession matters as well as additional funding for the extension of the demand/supply work in conjunction with the Local Plan budgets.

#### 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 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 £
		General £	Special £				
Provisional Balance as at 1 April 2013	0	820,000	50,000	1,533,559	278,334	1,037,343	*783,097
Funding of Capital Programme 2013-14 including C/Fwds.	0	0	0	0	-47,000	0	-1,954,000
Budgeted Reduction/Increase	0	0	0	0	37,080	224,510	1,715,060
Budget Reductions Approved	0	0	0	0	0	0	0
Supplementary Estimates Approved	0	-50,000	0	0	0	0	0
Provisional C/fwd. of Revenue Budgets	0	0	0	-242,530	0	0	0
Set-aside to Repay Debt	0	0	0	0	0	0	-75,350
Provisional Balance 31 March 2014	0	770,000	50,000	1,291,029	268,414	1,261,853	*468,807

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

## 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: Claire Burgess

Date: 21<sup>st</sup> June 2013

Appendices: Appendix A: Virements in Excess of £10k  
Appendix B: Business Cases:  
Environmental Maintenance Equipment  
Affordable Housing New Build  
Waterfield Leisure Centre Car Parking Improvements  
Wheels to Work  
Car Parking Improvements  
Parkside Reception Improvements

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

Reference: X: C'tee, Council & Sub-C'tees/PFA/2013-14/10-07-13/DG-Items for Approval