

**POLICY, FINANCE & ADMINISTRATION COMMITTEE**

**12 FEBRUARY 2014**

**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 budget reductions approved under delegated powers (para. 4.1 refers) be noted;**
- c) the business case discussed in para 5.1 be approved;**
- d) Members approve a further supplementary estimate of £9,676 from the Corporate Priorities Reserve for the completion of the wind energy landscape study following the selection of the preferred bid, as outlined in paragraph 6.1 and as requested by the Rural Economic and Environmental Affairs Committee; and**
- e) Members approve a supplementary estimate of up to £70,000 from the Corporate Priorities Reserve for the Section 215 notice (untidy land) at the ex-Millway Foods Premises in Harby as outlined in paragraph 6.2 and as requested by the Rural Economic and Environmental Affairs Committee.**

**3.0 VIREMENTS**

**3.1 Delegated Authority**

- 3.1.1 Since the last meeting the Head of Central Services has approved thirty seven requests for virement within the same service totalling £365,340 and thirteen requests for virement between services totalling £117,770. More details of those requests in excess of £10,000 can be found in Appendix A.

**4.0 BUDGET REDUCTIONS**

- 4.1 The following items have been identified as surplus money in 2013-14 and have been approved as budget reductions under delegated authority:

Budget Head	Reason	Amount £
<b>Policy, Finance &amp; Admin C'tee</b>		
Council Tax Collection- Bank Fees	The Santander giro account was closed as it was no longer required, the 2 customers still using this account were encouraged to use an alternative payment method	1,500
<b>Total</b>		<b>£1,500</b>

## 5.0 CAPITAL PROGRAMME

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

Committee	Scheme	← Funding →		
		Amount	Year	Source
Community and Social Affairs Committee	Melton Country Park Pavilion	£40,000	2013-14	Special Expense Reserve
		£170,000	2014-15	

5.2 At a meeting of the Community and Social Affairs Committee held on 22<sup>nd</sup> January 2014, it was approved that a request be made to this committee for funding for capital investment in the Melton Country Park pavilion and that a request be made to this committee for the required funding. £20k has been transferred from 2014-15 to 2013-14 for the Community Facilities large grants scheme funded by the Special Expense Reserve, with a supplementary estimate for the additional £20k funding required in 2013-14 included in the estimates presented to Full Council on the 5<sup>th</sup> February. In addition the funding of £170k required in 2014-15 was approved at Full Council on the 5<sup>th</sup> February to be met from the Special Expense reserve.

## 6.0 REQUESTS FOR APPROVAL FROM OTHER COMMITTEES

### 6.1 Wind Energy Landscape Study

At a meeting of the Rural, Economic and Environment Affairs committee on 8 January 2014 it was approved that a request be made to this committee for a supplementary estimate of £9,676 from the Corporate Priorities Reserve for the preparation of a Landscape Capacity Study to provide guidance on renewable wind energy proposals. The preferred bid for this study will cost £23,926; this supplementary estimate request is the balance of the funding required following the approval at this committee on 7 October 2013 of a supplementary estimate of £14,250.

### 6.2 S.215 Notice 'Untidy Land', Ex Millway Foods Premises, Harby

At a meeting of the Rural, Economic and Environment Affairs committee on 8 January 2014 it was approved that a request be made to this committee for a supplementary estimate of up to £70,000 for the funding of the s.215 notice, should the notice requiring the demolition of the remaining building and the clearing of the site not be complied with.

## 7.0 POLICY & CORPORATE IMPLICATIONS

7.1 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.

## 8.0 FINANCIAL & OTHER RESOURCE IMPLICATIONS

8.1 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 shown in Appendix C.

## 9.0 LEGAL IMPLICATIONS/POWERS

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

## 10.0 COMMUNITY SAFETY

10.1 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.

## 11.0 EQUALITIES

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

## 12.0 RISKS

12.1 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.

## 13.0 CLIMATE CHANGE

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

## 14.0 CONSULTATION

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

## 15.0 WARDS AFFECTED

15.1 All wards are affected.

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Contact Officer: Claire Burgess

Date: 21<sup>st</sup> January 2014

Appendices: Appendix A: Virements in Excess of £10k  
Appendix B: Business Case Melton Country Park Pavilion  
Appendix C: Statement of Revenue and Capital Reserves

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

Reference: X: C'tee, Council & Sub-C'tees/PFA/2013-14/12-02-14/DG-Items for Approval