

POLICY, FINANCE & ADMINISTRATION COMMITTEE

30 SEPTEMBER 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 supplementary estimates approved under delegated powers (para. 5.1.1 refers) be noted and;
- d) Members approve the virement set out in para 6.1 within the Housing Revenue Account capital programme as requested by the Community and Social Affairs Committee; and
- e) That Full Council be requested to update the Financial Procedure Rules and Project Appraisal System to allow virements within the HRA capital programme without referral to this committee where this supports the requirement of the Housing Asset Management Plan.

3.0 VIREMENTS

3.1 Delegated Authority

3.1.1 Since the last meeting the Head of Central Services has approved twenty two requests for virement within the same service totalling £815,220 and seven requests for virement between services totalling £53,610. 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 2014-15 and have been approved as budget reductions under delegated authority:

Budget Head	Reason	Amount £
<u>Policy, Finance & Admin C'tee</u>		
Central Expenses- Ill Health Insurance	Savings due to reduction in unit rates	18,970
Total		£18,970

5.0 SUPPLEMENTARY ESTIMATES

5.1 Delegated Authority

- 5.1.1 The following item has been approved under delegated authority in 2014-15 and funded from budget reduction money:

Budget Head	Reason	Amount £
Policy, Finance & Admin C'tee		
Legal Services- Third Party Settlement Claims	Settlement costs for insurance claim	4,650
Total		£4,650

6.0 REQUESTS FOR APPROVAL FROM OTHER COMMITTEES

6.1 Capital Programme 2014-15 - Housing Revenue Account

At a meeting of the Community and Social Affairs Committee on 17th September 2014 it was approved that a request be made to this committee to approve a virement of £90,000 from the Kitchen programme into Void improvements (£60k) and Strategic Housing Site (£30k). Officers have reviewed the current spend on the each element of the HRA capital programme and have revised some of the expected year end forecast. This is to reflect the current position of some of the improvement contracts and the spend on voids to ensure that they meet the decent homes plus standard and required improvements needed on them are undertaken at the point they are void.

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 current level of balances and reserves are shown in appendix B. There are no other financial and resource implications arising from this report.

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.

Contact Officer: Claire Burgess

Date: 2 September 2014

Appendices: Appendix A: Virements in Excess of £10k
Appendix B: 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/2014-15/30-09-14/DG-Items for Approval