

# AGENDA ITEM 9

## POLICY, FINANCE & ADMINISTRATION COMMITTEE

30 SEPTEMBER 2015

### REPORT OF HEAD OF CENTRAL SERVICES

#### ITEMS FOR APPROVAL UNDER FINANCIAL PROCEDURE RULES

##### 1.0 PURPOSE OF 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

It is recommended that:-

- 2.1 The virements approved under delegated powers (para. 3.1.1 refers) be noted;
- 2.2 The budget reductions approved under delegated powers (para. 4.1 refers) be noted;
- 2.3 The business case discussed in para 5.1 be approved, with a supplementary estimate of £8k for Cattle Market health and safety works be approved, to be funded from capital receipts as recommended by the Rural, Economic and Environmental Affairs Committee and outlined in paragraph 5.2;
- 2.4 Members approve the use of £30,000 from the Local Development Framework (LDF) Reserve to fund local plans expenditure in 2015-16 as outlined in paragraph 6.2;
- 2.5 Members approve a supplementary estimate of £87,000 as a one-off allocation from the corporate priorities reserve to invest in initiatives that will maximise the opportunities for and targeting vulnerable people and families to engage with Me and My Learning. The aim being to get more of these people and families living their lives independently or more independently in the future, thereby contributing positively to us dealing with our anticipated budget pressures.

##### 3.0 VIREMENTS

###### 3.1 Delegated Authority

- 3.1.1 Since the last meeting the Head of Central Services has approved thirty requests for virement within the same service totalling £386,430 and nine requests for virement between services totalling £43,380. 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 2015-16 and have

been approved as budget reductions under delegated authority:

Budget Head	Reason	Amount £
<b>Policy, Finance &amp; Admin C'tee</b>		
IT	Savings on network equipment and internet charges resulting from data centre migration	10,000
Parkside	Contribution to Renewal and Repairs fund for caretakers van is not required in 2015-16, balance of fund is sufficient	3,120
IT	Full amount of carry forward for Oracle licensing not required	24,000
<b>Total</b>		<b>£37,120</b>

## 5.0 CAPITAL PROGRAMME

- 5.1 The under mentioned schemes (business cases attached as Appendix B) are submitted for approval

Committee	Scheme	← Funding →		
		Amount	Year	Source
Rural, Economic and Environmental Affairs Committee	Health and Safety works at the Cattle Market	£78k	2015-16	Capital Receipts

- 5.2 At a meeting of the Rural, Economic and Environmental Affairs Committee on 2<sup>nd</sup> September 2015 the business case for the Health and Safety works at the Cattle Market was approved, and that a request be made to this committee for a supplementary estimate of £8k to be funded from capital receipts. A budget of £70k was approved when the budget was set by Full Council on 25 February 2015. The business case identifies the costs as £78k following a more in depth review of the requirements and the additional costs from the original approved budget to be funded by a £8k supplementary estimate from capital receipts.

## 6.0 REQUESTS FOR APPROVAL FROM OTHER COMMITTEES

- 6.1 At a meeting of the REEA committee on 2 September 2015 it was approved that a request be made to this committee to approve the utilisation of £30,000 from the LDF Reserve to fund local plans expenditure in 2015-16. Expenditure on the LDF has exceeded the budget due to specialist consultants who will be commissioned to carry out a Sustainability Appraisal of the Local Plan as approved by Management Team. This will help to ensure the Local Plan timetable is on track and ensure a robust Sustainability Appraisal process which is crucial to a "sound" Local Plan. The intention of the LDF reserve is to release funds to cover uneven spending patterns on the LDF and the balance on this reserve is currently £280,446 prior to the transfer taking place.

6.2 At a meeting of the CSA committee on the 16 September 2015 it was approved that a request be made to this committee for a one-off allocation of £87,000 from the Corporate Priorities Reserve towards integrating Me and My Learning with Sure Start services and agreeing an interim model of Customer Services at the three children's centres in Melton Mowbray. During 2014-15 as part of the officers project work on delivering the transformation programme and associated projects, officers' salaries were recharged to the capital programme and funded from Capital receipts. This therefore resulted in an underspend on the General Fund which was transferred into the Corporate Priorities reserve on the basis it could be used at a future point to support work around Me and My Learning. Officers are therefore seeking to use the majority of this funding to support the integration work.

## **7.0 POLICY AND 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 AND OTHER RESOURCE IMPLICATIONS**

8.1 The current level of balances and reserves are shown in Appendix C. 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            C Burgess

Date:                        9<sup>th</sup> September 2015

Appendices :            Appendix A: Virements in Excess of £10k  
Appendix B: Business Case Cattle Market  
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/2015-16/30-09-15/DG-Items for Approval