

POLICY, FINANCE & ADMINISTRATION COMMITTEE

29 SEPTEMBER 2010

REPORT OF HEAD OF FINANCIAL 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 refers) be noted,**
- d) **the business cases discussed in para. 6.1.1 be approved and;**
- e) **the budget for the Fairmead Capital Programme project be transferred from capital to revenue (paragraph 6.2.1 refers).**

3.0 VIREMENTS

3.1 Delegated Authority

3.1.1 Since the last meeting the Head of Financial Services has approved twelve requests for virement within the same service totalling £143,700. In addition to this, the Head of Financial Services has approved five requests for virement between services totalling £186,060. More details of those requests in excess of £5,000 can be found in Appendix A.

4.0 BUDGET REDUCTIONS

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

Budget Head	Reason	Amount £
<u>Rural, Economic & Environmental Affairs Committee</u>		
Dog Control – Various Budget Heads	Savings generated following retirement of dog warden	5,380
Building Control – Mileage Allowance	Reduction in mileage due to reduction in number of applications received	1,000
<u>Community & Social Affairs Committee</u>		
Private Sector Housing Renewal – Professional Fees	Administration fee for Anchor Homes to be charged to capital programme	15,000
Council Tax Benefit – Admin Subsidy	Additional admin subsidy grant used to fund the Lean Benefits project	42,150
<u>Policy, Finance & Admin Committee</u>		
General Government Grants – Area Based Grant	Additional grant awarded	9,780
IT – Salary/NI	Savings on employee budget due to the Council's insurers picking up some costs relating to 2009-10 as part of office fire insurance claim	6,360
Total		£79,670

4.2 It should be noted that the balance of budget reduction money that remains uncommitted in relation to the General Fund currently stands at £49,170.

5.0 SUPPLEMENTARY ESTIMATES

5.1 The following items have been approved under delegated authority:

Budget Head	Reason	Amount £
<u>Rural, Economic & Environmental Affairs Committee</u>		
Development Control – Professional Fees	To fund expert technical advice on two retail planning applications	6,000
Development Control – Professional Fees	To fund an award of costs against the Council for decision to refuse planning permission in Barkestone Le Vale that was upheld on appeal	7,000
Development Control – Professional Fees	To fund legal advice on handling competitive planning applications in Melton	6,000
Economic Development – Professional Fees	To fund consultancy costs in relation to external funding investigation re: Grantham Canal	11,500
Total		£30,500

6.0 CAPITAL PROGRAMME

6.1 General Fund

6.1.1 The under mentioned schemes (Business Cases attached as Appendix B) are submitted

for approval:

Committee	Scheme	← Funding →		
		Amount	Year	Source
Rural, Economic & Environmental Affairs Committee	Wilton Road Car Park Improvements	39,000	2010/11	Car Parking Contributions Reserve £38k, Corporate Priorities Reserve £1k
Rural, Economic & Environmental Affairs Committee	Replacement Christmas Lighting	11,000	2010/11	Prudential Borrowing

6.2 Housing Revenue Account (HRA)

6.2.1 Following the audit of the accounts for 2009/10 the auditors have designated that expenditure in relation to the HRA Fairmead project is revenue expenditure. It is therefore recommended that the funding of £25,000 in respect of phase 2 of this project and reflected in the 2010/11 capital programme be transferred to revenue

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 are as follows:-

	Budget Reductions £	Working Balance		Corporate Priorities Reserve £	General Reserve Special £	HRA £	MRR £
		General £	Special £				
Provisional Balance as at 1 April 2010	0	640,000	42,456	820,514	0	95,213	0
Funding of Capital Programme 2010-11 including C/Forwards	0	0	0	-119,000	-7,000	0	-1,025,000
Budgeted Reduction/Increase	0	85,080	0	-27,840	16,070	145,190	1,196,540
Budget Reductions Approved	79,670	0	0	0	0	0	0
Supplementary Estimates Approved	-30,500	-42,460	0	-40,000	-260	-2,920	0
Provisional C/fwd. of Revenue Budgets	0	0	0	-221,330	0	0	0
Set-aside to Repay Debt	0	0	0	0	0	0	-75,350
Balance of £250k Delegated to BSPWG	0	0	0	-81,648	0	0	0
Provisional Balance 31 March 2011	49,170	£682,620	£42,456	330,696	8,810	237,483	96,190

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: David Cowl

Date: 7 September 2010

Appendices: Appendix A – List of Virements
Appendix B – Business Cases

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

Reference: X: Committees/PFA/2010-11/29-09-10/DG-Items for Approval