

POLICY, FINANCE & ADMINISTRATION COMMITTEE

2 DECEMBER 2010

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 (paragraph 3.1.1 refers) be noted,
- b) the budget reductions approved under delegated powers (paragraph 4.1 refers) be noted,
- c) the business cases discussed in para. 5.1.1 be approved,
- d) the budget and proposed funding for the lighting improvements scheme at the Burton Street Car Park be moved from 2010/11 to 2011/12 (paragraph 5.1.2 refers) and;
- e) the revised Housing Revenue Account (HRA) Capital Programme be approved (paragraph 5.2.1 refers).

3.0 VIREMENTS

3.1 Delegated Authority

- 3.1.1 Since the last meeting the Head of Financial Services has approved twenty-five requests for virement within the same service totalling £536,820. In addition to this, the Head of Financial Services has approved four requests for virement between services totalling £12,380. 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>		
Economic Development – Employee Related Costs	Vacancy management savings from vacant Funding Officer post	5,000
Pest Control – Employee Related Costs/Derv	Savings as a result of reduction in working week from 5 days to 4 for Pest Control Officer	2,530
<u>Policy, Finance & Admin Committee</u>		
Municipal Property - NNDR	Savings following demolition of property on town station site	3,600
5 King Street – Rent Income	Income received for accommodation costs from BID grant monies (Business Improvement District)	8,400
Financial Services – Employee Related Costs	Vacancy management savings	10,260
Area Based Grant	Additional grant entitlement 2010-11	2,220
Central Expenses – Insurance Premiums/Third Party Excess	Savings on insurance renewal premiums/third party excess payments now charged direct to services	10,650
Misc Financing Items – Other Items	Repayment of Construction Industry	10,330
Total		£52,990

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 £102,160.

5.0 CAPITAL PROGRAMME

5.1 General Fund

5.1.1 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	Lighting Improvements Burton Street Car Park	25,000	2010/11	Corporate Priorities Reserve
Rural, Economic & Environmental Affairs Committee	Partnership Scheme in Conservation Areas	15,000	2010/11	Corporate Priorities Reserve

5.1.2 It is further recommended that the budget and proposed funding for the lighting improvements scheme at the Burton Street Car Park be moved from 2010/11 to 2011/12. This scheme is linked to progress on building the new Council offices and it is anticipated that such work will now not proceed until 2011/12.

5.2 Housing Revenue Account (HRA)

5.2.1 At a meeting of the Community & Social Affairs Committee held on 27 October 2010 a revised HRA capital programme for 2010/11 was approved following receipt of a Housing Stock Condition Survey. It is therefore recommended that this committee approve the revised programme which is shown in the forecast column of Appendix C attached.

6.0 POLICY & CORPORATE IMPLICATIONS

6.1 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.

7.0 FINANCIAL & OTHER RESOURCE IMPLICATIONS

7.1 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	132,660	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	-22,176	0	0	0
Provisional Balance 31 March 2011	102,160	£682,620	£42,456	390,168	8,810	237,483	96,190

7.2 The budgeted reduction/increase line shown in the table above reflects the original budget position. The estimated year end position is shown in a separate report on this agenda.

8.0 LEGAL IMPLICATIONS/POWERS

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

9.0 COMMUNITY SAFETY

9.1 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.

10.0 EQUALITIES

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

11.0 RISKS

11.1 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.

12.0 CLIMATE CHANGE

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

13.0 CONSULTATION

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

14.0 WARDS AFFECTED

14.1 All wards are affected.

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Date: 16 November 2010

Appendices: Appendix A – List of Virements
Appendix B – Business Cases
Appendix C – Revised HRA Capital Programme 2010-11

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

Reference: X: Committees/PFA/2010-11/2-12-10/DG-Items for Approval