

AGENDA ITEM 7

POLICY, FINANCE & ADMINISTRATION COMMITTEE

1 DECEMBER 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 supplementary estimates approved under delegated powers (para. 4.1.1 refers) be noted.**
- 2.3 **The budget reductions approved under delegated powers (para. 5.1 refers) be noted;**
- 2.4 **The business cases and associated funding outlined in para 6.1 and 6.2 be approved in respect of Thorpe Rd toilets, Major Tree Belt Improvement and the lighting on Burton Road bridge;**
- 2.5 **Members approve the use of £60,000 from the 2015-16 General Fund underspend to fund the procurement and legal costs of the new Waste contract as outlined in paragraph 7.1; and**
- 2.6 **Members approve the use of £90,000 from the 2015-16 General Fund underspend to fund an annual £30,000 contribution towards the costs of the Supporting Leicestershire Families service for 3 years until March 2019 as outlined in paragraph 7.2.**

3.0 VIREMENTS

3.1 Delegated Authority

- 3.1.1 Since the last meeting the Head of Central Services has approved twenty nine requests for virement within the same service totalling £535,610 and four requests for virement between services totalling £23,230. More details of those requests in excess of £10,000 can be found in Appendix A.

4.0 SUPPLEMENTARY ESTIMATES

4.1 Delegated Authority

4.1.1 The following items have been approved under delegated authority in 2015-16 and funded from budget reduction money:

Budget Head	Reason	Amount £
<u>Policy, Finance & Admin C'tee</u>		
IT	Consultancy cost for telephony options appraisal	10,000
<u>Rural, Economic & Environmental Affairs C'tee</u>		
Local Plans	Community Infrastructure Levy consultant	35,000
Total		45,000

5.0 BUDGET REDUCTIONS

5.1 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 £
<u>Rural, Economic & Environmental Affairs C'tee</u>		
Development Control	Major Projects Officer not expected to be recruited until November	13,530
Phoenix House	NNDR lower than budgeted due to the Venue's charitable status	27,720
Total		£41,250

6.0 CAPITAL PROGRAMME

6.1 The under mentioned schemes are submitted for approval

Committee	Scheme	← Funding →		
		Amount	Year	Source
Town Area	Demolition of Thorpe Rd Toilets	£11k	2015-16	Special Expense Reserve
Town Area	Tree Belt Improvements	£12k	2015-16	Special Expense Reserve

Rural, Economic and Environmental Affairs	Lighting on Burton Road Bridge	£11k	2015-16	Capital Receipts
---	--------------------------------	------	---------	------------------

- 6.2 At a meeting of the Town Area Committee on the 19th October 2015 the business case for the demolition of the Thorpe Rd toilets was approved and that a request be made to this committee for the required capital funding of £11,000 from the Special Expense reserve as approved in the budget. Further detailed information on this capital scheme can be found in the business case attached as Appendix Bi.

At a meeting of the Town Area Committee (TAC) on the 16th November 2015 the business case for tree belt improvements was approved and that a request be made to this committee for the required capital funding of £12,000 from the Special Expense reserve as approved in the budget. The title of this project has changed from that discussed at the TAC to better reflect the nature of the works. Further detailed information on this capital scheme can be found in the business case attached as Appendix Bii.

At a meeting of the Rural, Economic and Environmental Affairs Committee on the 4th November 2015 the business case for the reinstatement of the lighting on Burton Road bridge was approved and that a request be made to this committee for the required capital funding of £11,000 from capital receipts as approved in the budget. Further detailed information on this capital scheme can be found in the business case attached as Appendix Biii.

7.0 REQUESTS FOR APPROVAL FROM OTHER COMMITTEES

- 7.1 At a meeting of the Rural, Economic and Environmental Affairs Committee on the 4th November 2015 it was approved that a request be made to this committee to allocate £60,000 from the General Fund underspend into a reserve. This reserve will be used for procurement support costs and legal fees required to prepare the extension to the Waste contract and the subsequent procurement of the long term arrangement.
- 7.2 At a meeting of the Community and Social Affairs Committee on 18th November 2015 it was approved that a request be made to this committee to allocate £90,000 from the General Fund underspend into a reserve. This reserve will be used to make an annual contribution of £30,000 towards the cost of Supporting Leicestershire Families service. This contribution is for 3 years until March 2019, as supported by Leicestershire District Chief Executives.

8.0 POLICY AND CORPORATE IMPLICATIONS

- 8.1 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.

9.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

- 9.1 The current level of balances and reserves are shown in Appendix C. There are no other financial and resource implications arising from this report.

10.0 LEGAL IMPLICATIONS/POWERS

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

11.0 COMMUNITY SAFETY

11.1 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.

12.0 EQUALITIES

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

13.0 RISKS

13.1 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.

14.0 CLIMATE CHANGE

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

15.0 CONSULTATION

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

16.0 WARDS AFFECTED

16.1 All wards are affected.

Contact Officer C Burgess

Date: 10th November 2015

Appendices : Appendix A: Virements in Excess of £10k
Appendix Bi: Business Case Cattle Market
Appendix Bii: Business Case Lighting on Burton Rd Bridge
Appendix Biii: Business Case Major Tree Belt Clearance
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/2015-16/1-12-15/DG-Items for Approval