

# AGENDA ITEM 13

## POLICY, FINANCE & ADMINISTRATION COMMITTEE

13 APRIL 2016

### 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 Members to approve a supplementary estimate of £4,500 from the General Expenses Working Balance to cover the additional work required to deliver the approved annual audit plan as detailed in paragraph 4.1.
- 2.3 The capital programme for the Melton Sports and Leisure Village project be increased from £90k to £140k, with the additional £50k funded by external funding, as recommended by the Community and Social Affairs Committee and outlined in paragraph 5.1.

##### 3.0 VIREMENTS

###### 3.1 Delegated Authority

- 3.1.1 Since the last meeting the Head of Central Services has approved fifty four requests for virement within the same service totalling £552,360 and twenty three requests for virement between services totalling £214,550. More details of those requests in excess of £10,000 can be found in Appendix A.

##### 4.0 Supplementary Estimate Request

- 4.1 At a meeting of the Governance committee on 7 April 2016 it was approved that a request be made to this committee for a supplementary estimate of £4,500 to cover the additional work required to deliver the approved annual audit plan. The draft Audit Plan includes assignments required for the Internal Audit opinion, Management Team priority requests and areas where the committee requires assurance. However, in order to deliver all of the Management Team and committee proposals this will require 15 more days than the annual 235 days which have been commissioned and therefore there will need to be an additional charge if all assignments are to be delivered. The additional days would cost £300 per day. All efforts would be made to make use of savings on other assignments, where possible, to reduce the additional requirements.

## **5.0 Capital Programme**

5.1 At a meeting of the Community and Social Affairs Committee on 22 March 2016 it was approved that the Melton Sports and Leisure Village project expenditure is to be increased by £50k, which will be funded through external funding via the Football Foundation. The £50k will fund additional grading requirements set out by the Football Association, which include supported toilets, standing/seating arrangements, fencing and a ticket booth. There are also increased costs as a result of diverting services, from the original plan, due to the presence of a data cable on the site.

## **5.0 POLICY AND CORPORATE IMPLICATIONS**

5.1 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.

## **6.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS**

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

## **7.0 LEGAL IMPLICATIONS/POWERS**

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

## **8.0 COMMUNITY SAFETY**

8.1 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.

## **9.0 EQUALITIES**

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

## **10.0 RISKS**

10.1 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.

## **11.0 CLIMATE CHANGE**

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

## 12.0 **CONSULTATION**

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

## 13.0 **WARDS AFFECTED**

13.1 All wards are affected.

Contact Officer            C Burgess

Date:                        16<sup>th</sup> March 2016

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/2015-16/13-04-16/DG-Items for Approval