

# AGENDA ITEM 11

## POLICY, FINANCE & ADMINISTRATION COMMITTEE

28 SEPTEMBER 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 The supplementary estimates approved under delegated powers (para. 4.1.1 refers) be noted; and
- 2.3 The business cases discussed in para 5.1 be approved and a supplementary estimate of £15,000 be approved from capital receipts to fund the CCTV upgrade.

##### 3.0 VIREMENTS

###### 3.1 Delegated Authority

- 3.1.1 Since the last meeting the Head of Central Services has approved twenty eight requests for virement within the same service totalling £213,740 and eight requests for virement between services totalling £65,120. 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 2016-17 and funded from budget reduction money:

Budget Head	Reason	Amount £
<b>All Committees</b>		
	Increase to budgets to correct miscalculation of National Insurance rates for 2016-17	31,080
<b>Total</b>		<b>31,080</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
Community and Social Affairs Committee	CCTV Upgrade	£15,000	2016-17	Capital Receipts

5.2 At a meeting of the Community and Social Affairs Committee on the 14 September 2016 the business case for upgrading the CCTV system was approved and that a request be made to this committee for the required capital funding of £15,000 from Capital Receipts in line with the approved capital programme. Further detailed information on this capital scheme can be found in the business case attached as Appendix B.

## 6.0 POLICY AND 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 AND OTHER RESOURCE IMPLICATIONS

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

## 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.

Contact Officer            C Burgess, Senior Management Accountant

Date:                        26<sup>th</sup> August 2016

Appendices :            Appendix A: Virements in Excess of £10k  
                                 Appendix B: Business Case CCTV upgrade  
                                 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/2016-17/28-09-16/DG-Items for Approval