

AGENDA ITEM 11

POLICY, FINANCE & ADMINISTRATION COMMITTEE

11 JULY 2017

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 budget reductions approved under delegated powers (para. 4.1 refers) be noted;
- 2.3 The business case discussed in para 5.1 be approved and a supplementary estimate of £18,000 be approved from the Play Areas Repairs and Renewals Fund to replace equipment on Kirby Fields and Honeysuckle Way;
- 2.4 Additional monies required to support the procurement phase of the Leisure Vision project until the final submission phase be approved being £35k for project management and legal costs funded from the earmarked Leisure Vision capital receipts reserve and £13k for community engagement to be funded from existing resources, as recommended by the Leisure Vision Working Group and outlined in paragraph 6.1 and;
- 2.5 The £21k held in the Wheels to Work contributions reserve is used towards offsetting the 2017-18 Wheels to Work shortfall as recommended by the Community and Social Affairs Committee and outlined in paragraph 7.1.

3.0 VIREMENTS

3.1 Delegated Authority

- 3.1.1 Since the last meeting the Head of Central Services has approved eleven requests for virement within the same service totalling £354,330 and five requests for virement between services totalling £140,180. More details of those requests in excess of £10,000 can be found in Appendix A.

4.0 BUDGET REDUCTIONS

- 4.1 The following items have been identified as surplus money in 2017-18 and have been approved as budget reductions under delegated authority:

Budget Head	Reason	Amount £
Policy, Finance & Admin C'tee		
Communities and Neighbourhoods- Basic Pay	Salary savings arising from People and Place restructure	35,280
Council Tax Collection- Computer Equipment Software Maintenance	Budget for software maintenance no longer used	5,880
New Homes Bonus	Adjustment made for contribution to salaries not previously accounted for	67,340
New Homes Bonus	Returned funding not budgeted for	2,980
Total		£111,480

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
Town Area	Play Areas- Kirby Fields and Honeysuckle Way	£18,000	2017-18	Play Areas Repairs and Renewals Fund

At a meeting of the Town Area Committee on 19 June 2017 the business case for replacement of the play area equipment at Kirby Fields and Honeysuckle Way was approved and that a request be made to this committee for the required capital funding of £18,000 from the Play Areas Repairs and Renewals Fund. Further detailed information on this capital scheme can be found in the business case attached as Appendix B.

6.0 RECOMMENDATIONS FROM WORKING GROUPS

- 6.1 At a meeting of the Leisure Vision Working Group on 9 May, members of the group were advised that 3 bidders would be taken to the next stages of the procurement process. To provide the adequate project/procurement consultancy and legal advice it was approved that a request be made to this committee for this additional monies to support the procurement phase of the Leisure Vision project until the final submission phase. Whilst members may note the Leisure Working Group reports direct into Full Council, given the financial implications associated with the funding request it was agreed by the working group for this recommendation to be reported to this committee for approval.

The additional monies requested are £35k funded from the earmarked Leisure Vision capital receipts reserve for full procurement and project management support through to the final tender stage, and legal support during this process. A further £13k for project administration and community and stakeholder engagement for 2 days a week for 6 months to be funded from existing resources using part of the budget reduction balance (as referred to in para 4.1) to fund this.

7.0 RECOMMENDATIONS FROM OTHER COMMITTEES

7.1 At a meeting of the Community and Social Affairs Committee on 21 June 2017 it was recommended that £21k held in a Wheels to Work contributions reserve be used to mitigate the anticipated shortfall for 2017-18. The current budget projections anticipate a budget shortfall in a worst case scenario of up to £51k (if a bid submitted for a Daventry scheme is unsuccessful), this shortfall includes a number of assumptions and is based against the working budget for a larger scheme and covers all of the costs for the Wheels to Work service.

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, Senior Management Accountant

Date: 21st June 2017

Appendices : Appendix A: Virements in Excess of £10k
 Appendix B: Business Case Play Areas
 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/2017-18/11-07-17/DG-Items for Approval