

AGENDA ITEM 11

POLICY, FINANCE & ADMINISTRATION COMMITTEE

26 SEPTEMBER 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 Cattle Market Phase 1 capital programme be increased by up to an additional £15k as recommended by the Rural, Economic and Environmental Affairs Committee and outlined in paragraph 6.1;
- 2.4 the financing for the Cattle Market Wash Down Area is adjusted to take into account the contributions from Gillstream Markets as recommended by the Rural, Economic and Environmental Affairs Committee and outlined in paragraph 6.2;
- 2.5 Members approve a supplementary estimate of £50,000 to be funded from capital receipts for the Public Conveniences project to construct two new facilities as recommended by the Community and Social Affairs Committee and outlined in paragraph 6.3; and
- 2.6 subject to approval by the Governance Committee, Members approve a supplementary estimate to be funded from the budget reductions balance for subsistence arrangements as outlined in paragraph 6.4.

3.0 VIREMENTS

3.1 Delegated Authority

- 3.1.1 Since the last meeting the Head of Central Services has approved twenty three requests for virement within the same service totalling £614,740 and five requests for virement between services totalling £171,690. 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 2017-18 and funded from budget reduction money:

Budget Head	Reason	Amount £
<u>Community & Social Affairs C'tee</u>		
Environmental Health/Private Sector Housing Renewal	Disabled Facilities Grant Lightbulb arrangements agreed at this committee 11 th July 2017	15,140
Leisure Vision	Community Engagement Post agreed at this committee 11 th July 2017	13,000
Parkside	One off costs arising from the Property restructure	8,000
Total		36,140

5.0 BUDGET REDUCTIONS

5.1 The following items have been identified as surplus money in 2017-18 and have been approved as budget reductions under delegated authority. These savings are still included in the base budget providing flexibility moving forward.

Budget Head	Reason	Amount £
<u>Policy, Finance & Admin C'tee</u>		
Communications/ Corporate Management Team/ Central Services	Savings arising from the Senior Management restructure	108,570
Total		£108,570

6.0 RECOMMENDATIONS FROM OTHER COMMITTEES

6.1 At a meeting of the Rural, Economic and Environmental Affairs Committee on 30 August 2017 it was recommended that the overall Cattle Market Phase 1 programme is increased by up to an additional £15k. The project is now mainly complete with the final invoices received in August. Further works are required to the lower car park with an anticipated cost of up to £30k. However, in terms of the overall scheme this will be funded from the additional contributions received from the Market Partners.

6.2 At a meeting of the Rural, Economic and Environmental Affairs Committee on 30 August 2017 it was recommended that the budget for the Cattle Market Wash Down Area is reduced, the original budget was based on an estimate from the contractors for the main cattle market re-development project but a local contractor was able to undertake the works at a significantly reduced sum. Works are complete, £3.8k of contributions towards the project have been received from Gillstream Markets and it is therefore requested that the financing is updated to

take this into account thus reducing the contribution from capital receipts.

6.3 At a meeting of the Community and Social Affairs Committee on 13 September 2017 it was recommended that a request be made to this committee for a supplementary estimate of £50,000 to be funded from capital receipts to reflect the value of tenders received for the construction of two new facilities.

6.4 At a meeting of the Governance Committee on 19 September 2017 it was considered whether refreshments should be provided before evening meetings starting after 5.30pm and if so, the scope of meetings and the level of refreshment to be provided. Subject to the decision of the Governance Committee, should it be approved to provide refreshments this would be funded in 2017-18 by a supplementary estimate from budget reductions.

7.0 POLICY AND CORPORATE IMPLICATIONS

7.1 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.

8.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

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

9.0 LEGAL IMPLICATIONS/POWERS

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

10.0 COMMUNITY SAFETY

10.1 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.

11.0 EQUALITIES

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

12.0 RISKS

12.1 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.

13.0 CLIMATE CHANGE

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

14.0 **CONSULTATION**

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

15.0 **WARDS AFFECTED**

15.1 All wards are affected.

Contact Officer C Burgess, Senior Management Accountant

Date: 29th August 2017

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/2017-18/26-09-17/DG-Items for Approval