

POLICY, FINANCE & ADMINISTRATION COMMITTEE

29 NOVEMBER 2017

REPORT OF CORPORATE DIRECTOR

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 to be funded from budget reductions (para 4.1 refers) be noted;**
- 2.3 **members note that a request from the Community and Social Affairs Committee for £10k towards an ecological study at the country park is to be funded from existing resources but if officers are unable to, a formal request will come back to this committee at a future date for approval (para 4.2 refers)**
- 2.4 **the budget reductions approved under delegated powers (para. 5.1 refers) be noted; and**
- 2.5 **the business case for Environmental Maintenance equipment discussed in para 6.1 be approved to be funded by £81,000 from the Repairs and Renewals Fund as approved at MEEA (para 6.1 refers).**

3.0 VIREMENTS

3.1 Delegated Authority

- 3.1.1 Since the last meeting the Corporate Director has approved eleven requests for virement within the same service totalling £199,150 and three requests for virement between services totalling £15,330. 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>Policy, Finance & Admin C'tee</u>		
Communications	Costs arising from the MIKE intranet project	5,000
<u>Community and Social Affairs C'tee</u>		
Community Services Grants	St Marys Parish Church project	9,000
Total		14,000

4.2 At the meeting of the Community and Social Affairs committee on the on the 16th November 2017 an agenda item relating to access to the County Park was discussed which was looking for members to agree in principle to allow access subject to further consultation and an ecological study. If agreed, this would have enabled a s106 for £10k to be put in place in order for the developer to fund the study but members felt uncomfortable with agreeing that any access could be granted in principle until the study and consultation had been undertaken. Therefore the initial recommendation was rejected and an alternative resolution agreed asking officers to fund the study from within existing resources or to request to this committee that the required funding is allocated from the Corporate Priorities Reserve. Officers will look to initially fund this from within existing resources but if they are unable to we may need to come back to this committee at a future date to formally request the funding.

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>		
Corporate Services	Welland Market towns budget redistributed	4,380
Corporate & Democratic Core	Combined Authority budget not required in 2017-18	5,120
Phoenix House	Reduction to NNDR budget to reflect tenant now paying NNDR directly	12,000
Total		21,500

6.0 CAPITAL PROGRAMME

- 6.1 The under mentioned schemes (business cases attached as Appendix B) are submitted for approval

Committee	Scheme	← Funding →		
		Amount	Year	Source
Melton Economic & Environmental Affairs	Environmental Maintenance Vehicles	£81,000	2018-19	Renewals & Repairs Fund

At a meeting of the Melton, Economic and Environmental Affairs Committee on 1 November 2017 the business case for Environmental Maintenance equipment was approved and that a request be made to this committee for the required funding of £81k, being £15k being moved from 2017-18 into 2018-19 and added to the existing £64k budget, as well as an additional £2k. Further detailed information on this capital scheme can be found in the business case attached as Appendix B. At MEEA a query was raised regarding whether this equipment should be charged to Special Expenses rather than the General Fund. As the Environmental Maintenance service is recharged appropriately through the internal recharges, which includes an allowance for the Renewals and Repairs fund contributions, this would not be appropriate as Special Expenses do pay their share of the replacement costs via this mechanism.

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: 9th November 2017

Appendices : Appendix A: Virements in Excess of £10k
Appendix B: Business Case Environmental Maintenance Vehicles
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/2017-18/29-11-17/DG-Items for Approval