

# **POLICY, FINANCE & ADMINISTRATION COMMITTEE**

**11 APRIL 2018**

## **REPORT OF DIRECTOR FOR CORPORATE 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 and;**
- 2.2 **the supplementary estimates approved under delegated powers to be funded from budget reductions (para 4.1 refers) be noted;**
- 2.3 **the budget reductions approved under delegated powers (para. 5.1 refers) be noted;**
- 2.4 **it be noted that the Leader and Chief Executive approved outside this meeting the request from the Community and Social Affairs Committee to approve a supplementary estimate of £5.5k from the Corporate Priorities Reserve, to cover the winding down costs of the Wheels to Work Scheme with delegated authority given to the Director for Corporate Services to vary the amount depending on the outcome of the final offer from the County towards these costs and a further supplementary estimate to cover the costs of any redundancies and pension strain as a result of changes to the approved structure should sufficient funding not be available from budget savings elsewhere, as outlined in paragraph 6.1;**
- 2.5 **the request from the Community and Social Affairs Committee to amend the financing of the Warm Homes Grant project be approved, as outlined in paragraph 6.2; and**
- 2.6 **the request from the Community and Social Affairs Committee to amend the source of funding for the leisure vision from external funding to leisure vision capital receipts, as outlined in paragraph 6.3.**

#### **3.0 VIREMENTS**

##### **3.1 Delegated Authority**

- 3.1.1 Since the last meeting the Director for Corporate Services has approved forty nine requests for virement within the same service totalling £463,100 and fourteen

requests for virement between services totalling £120,670. 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 £
<b><u>Policy, Finance &amp; Admin C'tee</u></b>		
Corporate Management Team- Professional Fees	LGA review – payment of expenses	1,050
<b><u>Community and Social Affairs C'tee</u></b>		
Leisure Vision- Contract Work	Consultancy costs that cannot be capitalised in respect of phase 2	18,280
<b><u>Melton Economic and Environmental Affairs C'ttee</u></b>		
Waste Management- Professional Fees	Additional costs arising from waste contract procurement	99,000
Land Drainage- Contract Work	Cleansing the culvert Freeby Close	13,900
<b>Total</b>		<b>132,230</b>

#### 5.0 BUDGET REDUCTIONS

5.1 The items below have been identified as surplus money in 2017-18 and have been approved as budget reductions under delegated authority.

Budget Head	Reason	Amount £
<b><u>Policy, Finance &amp; Admin C'tee</u></b>		
Welland Procurement Unit	Refund from previous year's underspends returned to WPU members	5,000
<b>Total</b>		<b>5,000</b>

#### 6.0 RECOMMENDATIONS FROM OTHER COMMITTEES

6.1 At a meeting of the Community and Social Affairs Committee on 20 March 2018 regarding the future of the Wheels to Work Scheme it was recommended that a request be made to this committee to approve a supplementary estimate from the Corporate Priorities Reserve, with delegated authority given to the Director for Corporate Services to approve the amount, to cover the costs of any redundancies and pension strain as a result of changes to the approved structure should sufficient funding not be available from budget savings elsewhere. In addition to this, the winding down costs for the existing scheme, excluding overheads, of £26.5k will also need to be covered. The County have provisionally offered £21k

however there is a risk that this will not be received. Assuming this is received, a further supplementary estimate of £5.5k will be required to cover these costs.

6.2 At a meeting of the Community and Social Affairs Committee on 20 March 2018 it was recommended that a request be made to this committee to approve an amendment to the financing of the Warm Homes Grant project. A repayment of a previous Warm Homes Grant has been received totalling £955.50. It is recommended that, as is normal practice, the financing of the Warm Homes Grant expenditure is amended to utilise this and reduce the amount required from capital receipts.

6.3 At a meeting of the Community and Social Affairs Committee on 20 March 2018 it was recommended that a request be made to this committee to approve a change to the source of the funding for the Leisure Vision from external funding to leisure vision capital receipts. Members should note that the current funding assumed external funding from the Football Foundation (FF), although it has always been made clear that there was a risk that this funding may not be received. It has now been confirmed that the £45k grant assumed from the Football Foundation will not be received. The reason for this is that a Without Prejudice Permission (WPP) would have been required to be granted by the Football Foundation before works were commenced / expenditure incurred and this was not in place for the floodlights and stand/seating. The spend on the floodlights was dealt with in 2016/17, and a carry forward request was approved for the remaining expenditure, as part of the 12<sup>th</sup> April 2017 PFA capital report. It is therefore requested that the funding of the £25k this year, as referred to above, reverts back to leisure vision capital receipts.

## **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:	15 March 2018
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/2017-18/11-04-18/DG-Items for Approval