



**REPORT of
DIRECTOR OF RESOURCES**

to
**FINANCE AND CORPORATE SERVICES COMMITTEE
29 JANUARY 2019**

**SUPPLEMENTARY ESTIMATES, VIREMENTS AND USE OF RESERVES:
31 OCTOBER – 31 DECEMBER 2018**

1. PURPOSE OF THE REPORT

- 1.1 To report virements and supplementary estimates agreed under delegated powers as they are below the levels requiring approval by this Committee.
- 1.2 To inform Members of procurement exemptions that have been granted in the period.
- 1.3 To report on the use of the Repairs and Maintenance reserve during the year.

2. RECOMMENDATION

Members are invited to review and comment on the procurement exemption set out in section 3.4 and the drawdown of Reserves in section 3.5 of this report.

3. SUMMARY OF KEY ISSUES

3.1 Rules and Regulations

- 3.1.1 The approval and reporting arrangements in relation to virements and supplementary estimates are set out in the Financial Regulations and Financial Procedures . These are as follows:

Virements (movements) within the same budget head:

- Agreed by the relevant Director and the Director of Resources.

Virements between different budget heads:

- Up to £20,000 – Director and Director of Resources and reported in monthly Members Bulletin;
- Over £20,000 up to £50,000 – Director, Director of Resources, in Consultation with relevant Standing Committee Chairman and reported to the next Finance and Corporate Services Committee;
- Over £50,000 - the Finance and Corporate Services Committee.

Supplementary estimates:

- Up to £20,000 – Director, Director of Resources and Chief Executive in consultation with the Chairman of the Finance and Corporate Services Committee and the Leader of the Council and reported to the next meeting of the Finance and Corporate Services Committee;
- Over £20,000 – the Finance and Corporate Services Committee.

3.1.2 The Contract Procedure Rules provide information in relation to procurement exemptions. The exemption enables the council to waive any requirements within the contract procedure rules for specific projects.

3.1.3 Procurement exemptions should be signed by the Officer and countersigned by the Director of Resources and where appropriate the Chairman of the Finance and Corporate Services Committee.

3.2 Virements

3.2.1 There were no virement requests to report.

3.3 Supplementary Estimates

3.3.1 There were no supplementary estimates to report.

3.4 Procurement Exemptions

3.4.1 A procurement exemption was granted to continue with the current banking arrangements. A benchmarking exercise was carried out of the banking rates currently being offered. This showed that there was a small saving that could be achieved, however this was outweighed by the costs associated with changing provider. The annual cost of the contract for 2018/19 is £13,200.

3.5 Drawdowns from Reserves

3.5.1 The following requests for funding from the Repairs and Renewals reserve were approved;

- £9,500 was requested to repair and replace faulty cabling and subsequent surface repairs to the splash park.
- £16,000 was requested for resurfacing of the Galleon play site after structural repairs to the equipment were required.
- £3,500 was requested for repairs to the leaking roof at the main toilet block at the Promenade Park.
- £4,500 was requested to replace a faulty fountain pump at the prom lake.
- A request had been made and approved to be put forward in the 2019 / 20 budget process for £9,000 funding from the Repairs and Renewals reserve; for works to replace urinals in the gent's toilets in Promenade Park. To enable the work to be completed before the start of the summer season; funding has been approved this financial year to start the project early. This will therefore be

removed from the 2019 / 20 repairs and renewals projects list being reported to Council on 14 February 2019.

4. CONCLUSION

- 4.1 There are no supplementary estimates or virements to report. Members are to note the procurement exemption and the drawdown from reserves.

5. IMPACT ON CORPORATE GOALS

- 5.1 The adherence to the Financial Regulations and Financial Procedures contributes towards the corporate goal of ‘Delivering good quality, cost effective and valuable services’.

6. IMPLICATIONS

- (i) **Impact on Customers** – None identified.
- (ii) **Impact on Equalities** – None identified.
- (iii) **Impact on Risk** – None identified.
- (iv) **Impact on Resources (financial)** – These are discussed above.
- (v) **Impact on Resources (human)** – None identified.
- (vi) **Impact on the Environment** – None identified.

Background Papers: None.

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