



## **REPORT of DIRECTOR OF RESOURCES**

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to  
**FINANCE AND CORPORATE SERVICES COMMITTEE**  
**16 APRIL 2019**

### **SUPPLEMENTARY ESTIMATES, VIREMENTS AND USE OF RESERVES: 5 FEBRUARY - 20 MARCH 2019**

#### **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 exemptions set out in section 3.4 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 The following procurement exemptions were approved in this period.

- An exemption was approved for the purchase of additional winter car parking material at the prom park. The company had previously supplied the paving material for the Winter Car parking capital project and the exemption was to enable the paving to be the same as the other sections. The value of the materials totalled £19,100.
- An exemption was approved for the purchase of sanitary ware for the refurbishment of the gent's toilets at the prom park. The company had previously supplied the equipment for Phase 1 of the toilet refurbishment and the exemption was to enable the design to be kept the same throughout the facility. The value of the materials totalled £9,000.

### **3.5 Drawdowns from Reserves**

3.5.1 There were no drawdowns from reserves.

## **4. CONCLUSION**

4.1 There are no supplementary estimates, virements or drawdown from reserves to report. Members are to note the procurement exemptions.

## 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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