



REPORT of DIRECTOR OF RESOURCES

**to
FINANCE AND CORPORATE SERVICES COMMITTEE
6th MARCH 2018**

SUPPLEMENTARY ESTIMATES AND VIREMENTS: 1 NOVEMBER 2017 - 31ST JANUARY 2018

1. PURPOSE OF THE REPORT

- 1.1 To report virements and supplementary estimates agreed under delegated powers to this Committee.
- 1.2 To inform Members of procurement exemptions that have been granted in the period.

2. RECOMMENDATION

- 2.1 That the two virement requests in paragraph 3.2.2 and 3.2.3 are noted.
- 2.2 That the procurement exemptions granted during the period, as detailed in paragraph 3.4.2 below are noted.

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 Directorate:

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

Virements between different Directorates:

- 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 A joint tender exercise took place, combining three capital road resurfacing projects within the Customer and Communities Directorate to achieve best value for the council. As a result, the following virements were required to realign the budgets for the projects.

3.2.2 A virement was required of £51,000 from the Prom Park road repairs capital budget to the all-weather winter car park capital budget.

3.2.3 A virement was required of £8,000 from the Burnham Cemetery road repairs capital budget to the all-weather winter car park capital budget.

3.3 Supplementary Estimates

3.3.1 There were no supplementary estimate requests to report

3.4 Procurement Exemptions

3.4.1 Customers and Communities requested an exemption from the three quote process to enable the Council to automate the green waste payment system within the contractors main I.T System. As the system is licensed to our contractors, these works can only be carried out by their systems developer.

3.4.2 Housing services requested an exemption in relation to the purchase of new software for the introduction of the Homelessness reduction Act. The new system is the only one that can demonstrate full compliance with the additional requirements for implementing the Act and new reporting to government. It also benefits from having been developed alongside the drafting and implementation of the Act and also has an open-ended agreement for revisions and updates included within the cost.

4. CONCLUSION

- 4.1 The two capital virements detailed above are necessary to modify the approved budget to fit circumstances that have arisen since the budget was set.
- 4.2 The two procurement exemptions have been utilised over the period to waive the procurement requirements set out in the Contract Procedure Rules.

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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