

Requests for Carry Forward of Unspent Budget from 2015/16 to 2016/17

Summary

To seek authority to carry forward unspent budget from 2015/16 to 2016/17 in line with Financial Regulations.

Portfolio - Finance

Date Portfolio Holder signed off report: 6th June 2016

Wards Affected - All

Recommendation

The Executive is advised to APPROVE the budget carry forwards for 2016/17 totalling £303,658 as set out at Annexes A and B.

1. Resource Implications

- 1.1 Any amount carried forward is effectively a charge to the General Fund for the year in which it is spent. Therefore if all of the carry forwards were approved this would result in a £303,658 being charged against general fund reserves in 2016/17.

2. Key Issues

- 2.1 The Financial Regulations state that where the total budget carry forward requests exceed £25,000 they must be approved by Executive.
- 2.2 Carry forwards fall in two categories as follows:
 - 1) Those which arise from budget underspends in the previous year, which are as a result of works being deferred into the current year. These are shown in Annex A and total £174,065.
 - 2) Those that arise from the receipt of Government Grants which due to accounting rules have been recognised as income when received provided all the conditions for its original grant have been met. However some grants are received too late in the year to be spent and therefore requests are made to carry these forward so they can be spent in the following year. These are shown in Annex B and total £129,593.

3. Options

- 3.1 The Executive can:
 - 3.1.1 Accept any or all of the budget carry forwards as listed; or
 - 3.1.2 Reject any or all of the budget carry forwards as listed; or
 - 3.1.3 Amend any or all of the budget carry forwards as listed.

4. Proposals

- 4.1 The Executive is asked to APPROVE the budget carry forwards for 2016/17 as listed in Annexes A and B.

5. Supporting Information

5.1 Budget holders were asked to complete a form for each carry forward request in which they had to demonstrate that:

- 1) Capacity – They had adequate capacity in the service to use this budget without affecting in year service delivery and objectives.
- 2) Capability – They were able to do the work actually in the year.
- 3) Committed – The Council was committed to do this work and also explain why it had not been done in the prior year.

6. Corporate Objectives And Key Priorities

6.1 Budgetary control supports the Objective of providing services better faster and cheaper.

Annexes	Annex A and B – List of carry forwards and supporting information.
Background Papers	Carry Forward Requests
Author/Contact Details	Sarah Parmenter Ext 7265 Sarah.Parmenter@surreyheath.gov.uk
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Consultations, Implications and Issues Addressed

Resources	Required	Consulted
Revenue	✓	12 May 2016 (CEO)
Capital	N/A	
Human Resources	N/A	
Asset Management	N/A	
IT	N/A	
Other Issues	Required	Consulted
Corporate Objectives & Key Priorities	✓	12 May 2016 (CEO)
Policy Framework	N/A	
Legal	N/A	
Governance	N/A	
Sustainability	✓	12 May 2016 (CEO)
Risk Management	N/A	
Equalities Impact Assessment	N/A	
Community Safety	N/A	
Human Rights	N/A	
Consultation	N/A	
P R & Marketing	N/A	

ANNEX A – Carry Forwards relating to work deferred in to following year

Service	Officer	Value Requested	Budget Under Spends Reason Requested
Consultation	Kate Noviss	£11,000	For consultation with residents on Camberley Town centre which will increase during 2016/17. The work has been planned during 2015/16, but will carried out and the expenditure incurred, during 2016/17
Recycling	Tim Pashen	£17,355	Additional resource to implement the Waste Action Plan for 7 months. This will supplement the work of the existing team who are committed to the Joint Waste Contract
Contact Centre	Richard Payne	£15,000	Enhancements in service delivery are planned for 2016/17, including additional functionality with the telephone solution and the carry forward is therefore required to support this development
Planning Policy	Jenny Rickard	£48,500	Work on Camberley Town Centre, including Public Realm Works
Planning Policy	Jenny Rickard	£21,131	The Open Space and Playing Pitch Strategy was started in 2015/16, but works will continue into 2016/17 due to the nature of the study and the start of the cricket season
Arena Leisure Centre	Leigh Thornton	£16,587	New contract commences in April 2016 and urgent works are required to the swimming pool and boiler. The costs are contractually attributable to SHBC and the works will be carried out in early 2016/17
Transformation	Kelvin Menon	£20,000	Funding for Ice rink deferred from 2015/16
Street Furniture	Kelvin Menon	£7,256	There was an earmarked budget for replacement of two bus shelters in 2015/16, and both the Leader and Portfolio Holder agreed to the works, but they will now be carried out in 2016/17
Parks and Open Spaces	Leigh Thornton	£5,566	To contribute towards the cost of extending the Greenspace GIS Officer for a further 6 months to enable a complete GIS capture of all the Grounds Maintenance contract requirements
Planning Appeals	Jenny Rickard	£11,670	Carry forward of underspent consultants budget for appeals and legal challenge on site determined in 2015/16 at West End
TOTAL		£174,065	

ANNEX B – Carry Forwards relating to unspent Grants

Unspent Grant Carry Forwards			
Service	Officer	Value Requested	Reason Requested
Housing Services	Clive Jinman	£15,938	DCLG Grant used for a number of projects and interventions for individual residents to prevent homelessness and therefore reduce spending on bed and breakfast
Housing Services	Clive Jinman	£2,144	For IT Upgrades in order to meet the new regulations in respect of the Housing Register
Housing Services	Clive Jinman	£21,882	DCLG ring fenced grant funding to provide deposit bonds and rent in advance loans for single homeless households. This is self- funding in that income from loans must be returned to the “pot” to be re-issued to another case.
Housing Services	Clive Jinman	£23,129	Grant Funding for “Team Around the Person Project” to cover salaries and on-costs. This is a forwarded funded project to Dec 16 and the full funding was received in 2015/16
Greenspace	Leigh Thornton	£3,900	Grant income received, originally £21,000 for the Windle Valley Memory Garden. This is year two of the project and the funding is required to continue running the garden
Parks and Open Spaces	Leigh Thornton	£3,071	Remainder of insurance claim income for the renovation and repair of Old Dean Recreation Pavilion. These funds are required to complete the works
Counter Fraud	Kelvin Menon	£59,529	DCLG, ring fenced, grant received during 15/16 as part of a successful SCC led counter fraud bid. It is envisaged the new team will be more pro-active in investigating all types of fraud and the grant is required to enable this to happen.
TOTAL		£129,593	