



AGENDA ITEM: 7
SUMMARY

Report for:	Cabinet
Date of meeting:	8 January 2013
PART:	1
If Part II, reason:	

Title of report:	AUTHORISATION OF VIREMENTS
Contact:	Councillor Nick Tiley, Portfolio Holder for Finance & Resources Sally Marshall Corporate Director of Finance & Governance (ext 2313)
Purpose of report:	To seek Cabinet approval to proposed virements.
Recommendations	1) That the virements as detailed on Form A, attached, be approved.
Corporate objectives:	To standardise documentation and authorisation requirements for all virements.
Implications: 'Value For Money Implications	<u>Financial</u> The Scheme of Virements is part of the Council's financial management.
Risk Implications	There are no risk implications.
Monitoring Officer/S.151 Officer Comments	Monitoring Officer: The Monitoring Officer has no further comments to add to this report. S.151 Officer This is a Section 151 Officer report.
Consultees:	
Background papers:	Form A where required

BACKGROUND

1. The Council is required to establish standard documentation and authorisation requirements for all virements.
2. Financial regulations determine the scheme of virement and its application. The regulations state that the scheme covers

“all transfers of budget, of any value and for any reason including for reason of organisational restructure”.

This will remain in force until such time as the regulations are reviewed. The regulations make clear that no virement can be carried out without the approval of the Corporate Director of Finance & Governance (or her nominated delegate), who will also be the final arbiter in any dispute. Additionally, the Director may override any authorisation and determine that approval is required by a higher level of authority.

Form A

Authorisation of Virements
Cabinet

PURPOSE OF THE VIREMENT (ENTER DESCRIPTION HERE):

Virement required to transfer the underspend in Customer Services Unit to STCO Management to fund Project Manager to advise and oversee the tendering exercise of the Customer Service Centre and Gateway Contract

REVENUE	SERVICE AREA (S)	(1) Partnerships & Citizen Insight (2) STCO Management	SUBMITTED BY: Caroline Souto
			20/12/2012

BUDGET CODE AND DESCRIPTION	TO (DEBIT AMOUNT) £	FROM (CREDIT AMOUNT) £	REASON
1010 UZ355 Customer Services Salaries		80,000	Transfer underspend in Customer Services salaries to fund CSCG Project Manager
1200 UT230 STCO Management Agency Costs	80,000		Transfer underspend in Customer Services salaries to fund CSCG Project Manager
TOTALS	80,000	80,000	

*DELETE AS APPROPRIATE

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Form A

Authorisation of Virements
Cabinet

PURPOSE OF THE VIREMENT (ENTER DESCRIPTION HERE):

Virement required to transfer budget within the Chief Executive's Facilitating Change budget from the Consultancy line in Supplies and Services, to the Training line in Employees Costs. This is to fund the Transforming Behavioural Change programme

REVENUE	SERVICE AREA (S)	(1) Performance, Policy & Projects	SUBMITTED BY: Caroline Souto
			20/12/2012

BUDGET CODE AND DESCRIPTION	TO (DEBIT AMOUNT) £	FROM (CREDIT AMOUNT) £	REASON
3950 UZ509 Consultancy - Facilitating Change Cost Centre		49,500	Transfer budget from Consultancy to Training for Transforming Behavioural Change programme
1330 UZ509 Training - Facilitating Change Cost Centre	49,500		Transfer budget from Consultancy to Training for Transforming Behavioural Change programme
TOTALS	49,500	49,500	

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