Report No: G24/18

# Eden District Council Resources Portfolio 22 February 2018

# **Carry Forward of Revenue Budgets**

Portfolio:	Resources	
Report from:	Assistant Director Legal Services	
Wards:	All Wards	
OPEN PUBLIC ITEM		

## 1 Purpose

1.1 To seek the Portfolio Holder's support for the carry forward of a limited number of individual 2017-2018 budgets into 2018-2019.

#### 2 Recommendation

2.1 That the revenue budgets set out in Appendix 1 be rolled forward into 2018/19.

## 3 Report Details

- 3.1 Budgets are managed and monitored at regular intervals throughout the year to ensure spend is controlled. There are instances, for various reasons, where officers will need to make requests to the Portfolio Holders for approval for budgets to be carried forward to the next financial year.
- 3.2 The attached forms provide details of the budgets and reasons for which the carry forward requests are made.

#### 4 Policy Framework

- 4.1 The Council has four corporate priorities which are:
  - Decent Homes for All;
  - Strong Economy, Rich Environment;
  - · Thriving Communities; and
  - Quality Council
- 4.2 This report meets the Quality Council corporate priority.
- 4.3 This report addresses the strategic action in the Council Plan to deliver accessible, effective and value for money services.

#### 5 Consultation

5.1 Not applicable.

#### 6 Implications

#### 6.1 Financial and Resources

6.1.1 Any decision to reduce or increase resources or alternatively increase income must be made within the context of the Council's stated priorities, as set out in its Council Plan 2015-2019 as agreed at Council on 17 September 2015.

6.1.2 This report sets out a request for a carry forward of revenue budgets from 2017/18 into 2018/19. The increased budget in 2018-2019 will be funded from a corresponding underspend in 2017-2018. The recommended carry forwards agreed by Portfolio Holders will be included in a report to the Executive on 3 April 2018 when all carry forwards will be collated for consideration.

#### 6.2 Legal

6.2.1 There are no Legal implications arising from the report.

#### 6.3 Human Resources

6.3.1 There are no Human Resources implications arising from the report.

### 6.4 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	There are no equality issues arising out of this report.
Health, Social Environmental and Economic Impact	There are no health, social, environmental or economic issues arising out of this report.
Crime and Disorder	There are no crime and disorder implications arising from this report.
Children and Safeguarding	There are no child protection implications arising from this report.

#### 6.5 Risk Management

Risk	Consequence	Controls Required
Carry forward of budget is not agreed.	Delivery of resources to the Legal department may be delayed.	Provision of suitable reasoning for rationale for carry forward of revenue budget.

## 7 Other Options Considered

7.1 An alternative option would be to not carry forward some or all of the revenue budgets. This is not recommended as it may prevent or delay the procurement of an electronic case management system for Legal Services.

#### 8 Reasons for the Decision/Recommendation

8.1 To meet the plans and programmes in the Resources Portfolio Plan.

#### **Tracking Information**

Governance Check	Date Considered
Chief Finance Officer (or Deputy)	13 February 2018
Monitoring Officer (or Deputy)	13 February 2018
Assistant Director	13 February 2018

Background Papers: None

Appendices: Appendix 1- Roll Forward Requests 2018/2019

Lisa Tremble, Assistant Director Legal Services 01768 212249 **Contact Officer:** 

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Revenue Budget	Roll-Forward from 2017-2018 to 20	018-2019		
Portfolio	Resources Portfolio	Executive Member	Clir Breen	
Ledger code	00201			
Ledger Code Description	Software			
Service	Legal Services			
Current Budget	£9,630.00	Roll Forward Amount	£9,630.00	
	Has this been rolled forward previously?	No		
	If so, when?			
Description of Ro	oll Forward			
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capital.					
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Prepared By	Lisa Tremble, Assistant Direct	tor	Legal Services		
Porfolio Holder Signature		1			
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Revenue B	udget Roll-Forward from 2017-2018 to 2018-20		District Counc
Portfolio	Resources Portfolio	Executiv e Member	CIIr Breen
Ledger code	01075		
Ledger Code Descriptio n	Scrutiny		
Service	Committee and Member		
Current Budget	£5,050.00	Roll Forward Amount	£4,900.0 0
	Has this been rolled forward previously?	No	
	If so, when?		
Description	n of Roll Forward		
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Prepared	Lisa Tremble, Assistant Director Legal Service	es	
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Porfolio Holder Signature			
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Revenue Bi	udget Roll-Forward from 2017-2018 to 2018-2019	)		
Portfolio	Resources Portfolio	Executiv e Member	CIIr Bree n	
Ledger code	01078			
Ledger Code Descriptio n	Servicing Committees			
Service	Committee and Member			
Current Budget	£	Roll Forward Amount	£800	
	Has this been rolled forward previously?	No		
	If so, when?			
Description	of Roll Forward			
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Prepared By	Lisa Tremble, Assistant Director Legal Services	
Porfolio Holder Signature		
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Revenue Bu	udget Roll-Forward from 2017-2018 to 2018-2019		Strict Cou	
Portfolio	Resources Portfolio	Executiv e Member	Cllr Bree n	
Ledger code	00101			
Ledger Code Descriptio	Misc Member Costs			
Service	Committee and Member			
Current Budget	£	Roll Forward Amount	£500	
	Has this been rolled forward previously?	No		
	If so, when?			
Description	of Roll Forward			
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Porfolio Holder Signature		
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Revenue Budget	Roll-Forward from 2017-2018 to 2	018-2019	_ District Cou		
Portfolio	Resources Portfolio	Executive Member	Clir Breen		
Ledger code	01081				
Ledger Code Description	Member IT costs				
Service	Committee and Member				
Current Budget	£11,030.00	Roll Forward Amount	£4,000		
	Has this been rolled forward previously?	No			
	If so, when?				
Description of Ro	oll Forward				
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and implement an electronic case management system which is sought to streamline legal services' filing system and enable more efficient working. Legal Services has been seeking an electronic Case Management System for some time now. Some officers have used them previously and they are extremely effective at increasing efficiency and allowing the department to					
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storage area needed.						
By using this identified monies it negates the need to request the monies from						
capital.						
Prepared By	Lisa Tremble, Assistant Director Legal Services					
Porfolio Holder Signature						
Once signed this form should be emailed to Financial Services Section by 1st March 2018 on fin.man@eden.gov.uk						