

---

**EXCERPT FROM THE MINUTES OF THE  
EXECUTIVE  
HELD ON 4 AUGUST 2003**

---

**EX.166/03      GENERAL FUND PROVISIONAL OUTTURN 2002/03 - CARRY  
FORWARD AND BID REQUESTS**

**Portfolio**      Policy, Performance Management, Finance and Resources

**Subject Matter**

Consideration was given to a report from the Head of Finance (FS.28/03) summarising those 2002/03 carry forward requests and additional bids as previously considered by the Executive on 7 July 2003 and which had not been approved at that meeting. Carry forward requests totalled £1,010,629 (Category B) and £226,790 (Category C) and were all non-recurring requests funded from budgets approved in 2002/03 and had no impact of an ongoing nature.

There was one bid for redirection of resources (virement) of £15,000 in respect of an IT Business System for the Member and Employee Services Business Unit. This could be financed from the surplus generated in 2002/03, subject to Executive and Council approval, and there were no financial implications of an ongoing nature.

There were recurring bids totalling £242,300 which could be financed through a virement from additional recurring income to a maximum of £200,000 identified in 2003/04 achieved as a result of improved debt recovery procedures for Housing Benefit overpayments. However, if all the recurring bids were approved, there would be a deficit of £42,300 requiring supplementary funding. Also, funding would not be available for other budget priorities or deficits identified during the budget process.

The following reports were also submitted giving details of the background to the various carry forward and bid requests:-

- (1) PS.7/03 - Property Services;
- (2) LDS.44/03 - Legal and Democratic Services;
- (3) RB.12/03 - Revenues and Benefits Services;
- (4) EPS.49/03 - Environmental Protection Services;
- (5) CTS.19/03 - Commercial and Technical Services;
- (6) FS.27/03 - Financial Services;
- (7) MS.10/03 - Member Support and Employee Services;
- (8) CLS.54/03 - Culture, Leisure and Sport Services;
- (9) ECD.20/03 - Economic and Community Development;
- (10) P.33/03 - Planning Services;

- (11) CIS.030402 - Customer and Information Services;
- (12) SPS /03 - Strategic and Performance Services;
- (13) CE.14/03 - Executive Directors.

All of the above reports would be considered by the Corporate Resources Overview and Scrutiny Committee on 13 August 2003 with observations being reported to the City Council on 9 September 2003.

### **Summary of options rejected**

None

### **DECISION**

1. That the Category B and C carry forward requests totalling £1,237,419 as detailed in the individual reports be recommended for approval to the City Council on 9 September 2003.
2. That the bid for additional resources of £15,000 (non-recurring) be approved through a virement from the carry forward underspends from 2002/03 subject to approval by the City Council on 9 September 2003.
3. That the recurring bid for administrative support for Executive Management of £40,000 be recommended for approval to the City Council on 9 September 2003 through a virement from the identified recurring surplus within the 2003/04 Budget.
4. That the recurring bid for Housing/Homelessness of £30,000 be approved and funded by a virement from the identified recurring surplus within the 2003/04 Budget.
5. That no other bids be approved at this time. A further bid for resources to fund any improvement plan following feedback from the Investors in People review and the Comprehensive Performance Assessment will be discussed by the Executive at the appropriate time.
6. That any Business Unit Head, in conjunction with the Head of Member and Employee Services should bring a report to the Executive if necessary on any specific case where difficulties are being experienced with recruitment and retention.
7. That it is noted that the reports are to be considered by the Corporate Resources Overview and Scrutiny Committee on 13 August 2003.

### **Reasons for Decision**

To make recommendations to the City Council on carry forward and bid requests.