

## Proposed amendments to Part I2 section 4.7, 4.10 and 5.7 of the Constitution

### Central Bedfordshire Council Constitution with tracked revisions

## I2 CODE OF FINANCIAL GOVERNANCE

4.10.2 The Executive will receive budgetary proposals for inclusion in the Council's Capital Programme and will submit a proposed programme to Council for approval. The programme will include all capital schemes including those proposed to be financed from revenue resources, external funding sources **or the realisation of capital receipts from the disposal of surplus assets that have been identified in accordance with the Corporate Property Assets Disposal Protocol.**

### 4.7 Virements:

4.7.1 Virement is a transfer of budget provision either within or between budget headings. It is an important facility to assist in managing budgets effectively within a cash limit.

4.7.2 The Council scheme of virements is as follows:-

Category	Virement Levels	Approval Power
<b><u>Within Portfolio Revenue Budgets</u></b> Within the same cost centre or between cost centres. <b><u>Capital schemes between projects.</u></b>	Up to £100,000 cumulative (sum of individual virements)	Budget Managers in consultation with Chief Finance Officer
	<b><u>Revenue</u></b> £100,000 to £200,000 cumulative (sum of individual virements) <b><u>Capital</u></b> <b><u>£100,000 to £500,000 per project..</u></b>	Directors in consultation with the Chief Finance Officer and with the agreement of the Executive Member(s)

Category	Virement Levels	Approval Power
	<u>Revenue</u> Over £200,000 cumulative (sum of individual virements) <u>Capital</u> <u>Over £500,000.</u>	Executive
Between portfolios	<u>Revenue</u> Up to £200,000 cumulative (sum of individual virements) <u>Capital</u> <u>Up to £500,000.</u>	Directors in consultation with the Chief Finance Officer and with the agreement of the relevant Executive Member(s)
	<u>Revenue</u> Over £200,000 cumulative (sum of individual virements) <u>Capital</u> <u>Over £500,000}</u>	Executive

4.7.2.1 The scheme will be administered by the Chief Finance Officer within the guidelines approved by Council.

4.7.2.2 Budgets may be adjusted to take account of new grants received during the year outside of the Virement Scheme subject to the reporting of any adjustment over £100,000 in the next Budget Monitoring report to the relevant overview and scrutiny committee.

4.7.2.3 Virement will only apply to ~~direct expenditure and to a~~ current year's revenue and capital budgets.

#### 4.10 Capital Programme:

##### 4.10.18 Variations from the Detailed Business Case

Where there are variations in the net costs of capital schemes compared with the provision in the Detailed Business Case, additional costs will be approved in accordance with the following conditions:-

Existing Scheme – net capital budget - Additional Costs	Approval Powers
Up to <del>£150,000</del> <del>10%</del> of the approved net scheme budget, <del>subject to a maximum value of £25k</del>	Relevant Executive Member and relevant Director and Chief Finance Officer
<del>Between £150,000 and £500,000</del> <del>25%</del> of the approved net scheme budget <del>subject to a maximum of £100,000</del>	Executive
Over <del>£500,000</del> <del>25%</del> of the approved net scheme budget <del>or over £100,000</del>	Council

4.10.19 Where additional costs are agreed, the relevant Executive Member in consultation with the relevant Director will seek compensatory savings.

4.10.20 The Chief Finance Officer will report to the Executive on the monitoring of the approved Capital Programme, including: expenditure and income to date; projected expenditure and income and approved variations.

#### 5.7 Asset Management:

~~5.7.1 The Chief Finance Officer will produce a five-year Asset Management Plan for the purpose of the overall strategic management of the Council's assets.~~

5.7.1 The Chief Finance Officer will ensure that procedures are put in place for the safeguarding and security of the Council's assets, including the keeping of asset registers; a terrier of land and property; inventories of furniture, fittings and equipment; and stores records.

5.7.2 The Chief Finance Officer will ensure that detailed arrangements are put in place for the disposal or acquisition of interests in assets. All disposals or acquisitions of interests in purchases of land and buildings will be undertaken in accordance with the scheme of delegations. Council, in accordance with the Budget and Policy Framework Procedure Rules, must approve any disposals or purchases acquisitions of land and buildings that are outside of the Budget and Policy Framework.