

**Budget Virements requests received at 22 October 2010  
for Executive Approval (or noting where approved under Delegated Powers)**

Table 1 in this report identifies all budget virements that must be authorised by Executive and reported to Council.  
Table 2 lists those budget virements which have been approved under delegated powers and which are reported to Executive for information only.

Budget virements do not increase the council's expenditure. The list includes a number of virements at a detailed level.  
This is to ensure that, wherever feasible, budget variances on day-to-day expenditure and income do not arise and that the real budget pressures and potential underspends can be correctly identified.

**Key to Type**

- 1 Within a subjective heading within a cost centre
- 2 Within a Cost Centre but across subjective headings
- 3 Within the cost centres of a service area
- 4 Across service areas
- 5 Over £10,000

**Table 1 - Virements for Approval by Executive**

Date	Account From	Cost Centre Code	Cost Centre Name	Account To	Cost Centre Code	Cost Centre Name	Virement Total £	Virement Percentage	Reason	Type
12/08/2010	4065	HM31	Temporary Accommodation	1001/1003 /1005	EP41	Food Safety	5,310	4.3%	Reinstate the previously deleted post of Principal Environmental Health Officer (part of budget saving proposal number 40) by deleting the replacement, lower graded, post of Environmental Health Officer which is currently vacant. The balance of the funding for the post to come from budget provision within the Temporary Accommodation cost centre.	5
					EP42	Health & Safety	5,300			5
16/08/2010	4660	HM21	Homelessness	1001/1003 /1005	HM31	Temporary Accommodation	16,080	13.6%	The contract for the post of Technical Admin Assistant was due to end in May 2010 but has been extended until the end of March 2011. It is proposed to fund the cost of the extension from available mortgage rescue programme funds carried forward from 2009/10.	5
19/08/2010	1001/1003 /1005	HM21	Homelessness	1001/1003 /1005	HM11	Housing Register	13,210	5.2%	There have been a number of changes to roles within the Housing team and changes in the apportionment of costs between cost centres. This virement adjusts the salary budgets to match the actual apportionments.	3
21/09/2010	1001/1003 /1005	CH11	IT Operations	1001/1003 /1005	CH14	Property Data	10,670	2.5%	There is now a separate cost centre for the Property Data team but the salary budget for the system administrator post is still held in the IT Operations cost centre. This virement moves the budget to the correct place.	5
28/09/2010	1001/1003 /1005	CN41	Abingdon LSP	1100	CN41	Abingdon LSP	14,090	n/a	A vacant post in the Local Services Point is being covered by agency staff. This virement moves the appropriate salary budget to the agency budget.	5

Date	Account From	Cost Centre Code	Cost Centre Name	Account To	Cost Centre Code	Cost Centre Name	Virement Total £	Virement Percentage	Reason	Type
28/09/2010	1001/1003 /1005	PS31	Estates Management	1001/1003 /1005	PS11	Land Drainage	9,190	9.9%	Prior to 1 October the post of Principal Engineer was split between Estates Management in Economy, Leisure & Property and Commercial Services. As the post is now fully within Commercial Services the salary budget needs to be moved to match.	4
28/09/2010	1001/1003 /1005	DS31	Direct Services	1001/1003 /1005	DS21	Address Management	7,930	8.6%	Prior to 1 October the post of Technical Support Officer was split between Direct Services in Economy, Leisure & Property and Commercial Services. As the post is now fully within Commercial Services the salary budget needs to be moved to match.	4
30/09/2010	5000	BS01	Business Support Unit	4999	SB31	Contingency	15,190	100.0%	As part of the 4th tier restructure changes a budget was put into the Business Support Unit to cover the costs of a shared administrator post. However the post is actually below 4th tier and not a shared post so the budget can be returned to Contingency.	5
30/09/2010	1001/1003 /1005	DS31	Direct Services	1001/1003 /1005	CP21	Car Parks Administration	10,990	12.0%	As part of the reorganisation of the DSO the post of administrator was moved to Car Parks but the salary budget was left in DSO. This virement moves the budget to the correct cost centre.	5
30/09/2010	1001/1003 /1005	EP41	Food Safety	1001/1003 /1005	HE11	Housing Provision (Enabling)	25,880	20.8%	The post of Principal Housing Enabling Officer was deleted as part of the 4th tier restructuring. The postholder is under consideration for a new post below 4th tier but in the interim has continued to work at the original grade. It is proposed to fund this interim arrangement from the vacant post of Principal Environmental Health Officer.	5
30/09/2010	1001/1003 /1005	EP42	Health & Safety	1001/1003 /1005	HP01	Housing Strategy	25,880	21.7%		5
15/10/2010	1001/1003 /1005	CC11/ CC22	Civic Hall/ Guildhall	4999	SB31	Contingency	56,200	n/a	This virement represents the salary savings at the Civic Hall and Guildhall following changes to the staffing structure from April 2010. This is part of the £125,000 saving from the review of operational property.	5
07/10/2010	Various	DS32	Toilet Cleaning	2601	DS32	Toilet Cleaning	30,650	n/a	There is a new contract for cleaning the public conveniences. This virement moves the residual staffing and running cost budgets to pay part year costs of the new contract.	5
13/10/2010	1001/1003 /1005	BC01	Building Control	1301	SB21	Unapportioned Overheads	47,500	10.0%	This virement transfers budget from the Building Control salary budget to fund the early retirement pension costs for the Building Control Surveyor.	5
14/10/2010	1001/1003 /1005	PS31	Estates Management	1001/1003 /1005	PS21	Facilities Management	27,640	11.6%	The salary budget for the Facilities Officer is currently held in the Estates Management cost centre but should be in the Facilities Management cost centre. This virement moves the budget to the correct cost centre.	5
<b>Total Virements</b>							<b>321,710</b>			

Date	Account From	Cost Centre Code	Cost Centre Name	Account To	Cost Centre Code	Cost Centre Name	Virement Total £	Virement Percentage	Reason	Type
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Summary	
Total Type 1	0
Total Type 2	0
Total Type 3	13,210
Total Type 4	17,120
Total Type 5	291,380
<b>Total</b>	<b>321,710</b>

**Table 2 - Virements approved under Delegated Powers for noting**

19/08/2010	1001/1003 /1005	HM21	Homelessness	1001/1003 /1005	HM11	Housing Register	3,290	1.3%	Following changes to the staffing structure it is estimated that there will be a saving on the salary budget in Homelessness. It is proposed that some of this saving is vired to the Housing Register cost centre to provide additional admin support.	3
07/10/2010	4512	DC11	Development Control	4703	DC11	Development Control	2,800	1.5%	The grant budget for the Thames Valley Environmental Records Centre (TVERC) was cut for 2010/11 but the information provided by TVERC is essential for the Local Development Framework process and for Development Management. For 2010/11 savings have been identified in the software licences budget to cover this.	3
07/10/2010	4512	DP01	Development Policy	4703	DP01	Development Policy	2,800	1.9%	The grant budget for the Thames Valley Environmental Records Centre (TVERC) was cut for 2010/11 but the information provided by TVERC is essential for the Local Development Framework process and for Development Management. For 2010/11 savings have been identified in the software licences budget to cover this.	1
14/10/2010	4432	Various		4999	SB31	Contingency	3,930	n/a	Budgets for the estimated cost of public liability insurance are held across a number of cost centres. Now that the actual costs for 2010/11 are known this virement adjusts the budgets to match the actual costs and moves the surplus to the Contingency cost centre.	4

Date	Account From	Cost Centre Code	Cost Centre Name	Account To	Cost Centre Code	Cost Centre Name	Virement Total £	Virement Percentage	Reason	Type
14/10/2010	2701	Various		4999	SB31	Contingency	1,440	n/a	Budgets for the estimated cost of property insurance are held across a number of cost centres. Now that the actual costs for 2010/11 are known this virement adjusts the budgets to match the actual costs and moves the surplus to the Contingency cost centre.	4
27/09/2010	4999	SB31	Contingency	1800	DS31	Direct Services	68,350	n/a	The contingency budget includes an allocation to cover redundancy costs arising from the closure of the DSO. This virement moves the required funding from contingency to the Direct Services cost centre. (Virement approved by the Leader of the Council).	5
14/10/2010	4999	SB31	Contingency	3009	Various		2,430	n/a	Budgets for the estimated cost of motor insurance are held across a number of cost centres. Now that the actual costs for 2010/11 are known this virement adjusts the budgets to match the actual costs and transfers the shortfall from the Contingency cost centre.	4
14/10/2010	4999	SB31	Contingency	4400	RS71	Accountancy	4,300	n/a	The council has incurred a share of the litigation costs of a group action arising from the failure of Landsbanki. As there is no budget for these costs a request has been made for funding from contingency.	4
14/10/2010	4999	SB31	Contingency	1301	SB21	Unapportioned Overheads	43,780	n/a	The contingency budget includes an allocation to cover the estimated costs arising from the planned restructuring. Part of the costs relate to pension costs in future years and this virement moves the funding for this from contingency to the appropriate cost centre. (Virement approved by the Leader of the Council).	5
<b>Total Virements</b>							<b>133,120</b>			

<b>Summary</b>	
Total Type 1	2,800
Total Type 2	0
Total Type 3	6,090
Total Type 4	12,100
Total Type 5	112,130
<b>Total</b>	<b>133,120</b>