

Virement Requests for Executive Approval
(and requests approved under delegated powers for noting)

Key to Type

- 1 Within a subjective 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

Budget Virements and Ledger Maintenance requests received at 17 March 2009

Date	Account From	Cost Centre Code	Cost Centre Name	Account To	Cost Centre Code	Cost Centre Name	Virement Total £	Virement Percentage	Reason	Type	Authorised by Director/ Deputy Director	Requires Executive Approval
Budget Virements												
04/01/2009	4427	CM31	Corporate Communications	4427	DC11	Development Control	32,600	40.0%	To move budget from the central advertising budget back to Development Control to cover statutory advertising of planning applications	5	Y	Y
04/01/2009	Various supplies & services	CD31	Health Development	1001/1003 /1005	SD01	Sports Development	1,150	46.5%	To provide funding for a health development related project run by Sports Development using underspends on a number of supplies & services budgets	4	Y	Y
15/01/2009	4506	BC01	Building Control	4505	BC01	Building Control	5,980	8.2%	To fund purchase of computer equipment required as part of the joint (with Planning) implementation of the IDOX electronic document management system by using unspent budget for hardware maintenance	1	Y	Y
16/01/2009	2201	CT11	Committee Management	7002	CT11	Committee Management	2,000	10.0%	To cover the cost of setting up meetings by the DSO using unspent budget for room hire	2	Y	Y
16/01/2009	2201	CT11	Committee Management	2201	CT31	Town & Parish Support	2,000	10.0%	To cover the cost of Town Council bookings of the Guildhall in accordance with the agreement - part reversal of virement agreed by Executive in February	3	Y	Y
05/02/2009	4400	HM21	Homelessness	4301	HM21	Homelessness	3,150	18.0%	To provide additional budget for the cost of removals for homeless people which is a statutory duty by using unspent budget for fees & hired services	1	Y	Y
05/02/2009	4400	HM11	Housing Register	4503	HM11	Housing Register	6,100	16.5%	To provide additional budget for unavoidable postage costs by using unspent budget for fees & hired services	1	Y	Y
05/02/2009	4400	HM11	Housing Register	4504	HM11	Housing Register	1,700	4.6%	To provide additional budget for the unavoidable telephone costs by using unspent budget for fees & hired services	1	Y	N
09/02/2009	4512	CH11	Organisational Change	4400	CH11	Organisational Change	18,000	7.0%	To cover the cost of implementing the new VoIP telephone system by using unspent budget for software purchase	5	Y	Y
11/02/2009	4512	DC11	Development Control	4504	DC11	Development Control	1,080	0.7%	To cover the cost of annual charge for monitoring of the mobile tracker phones by using unspent budget for software purchase	1	Y	N

Date	Account From	Cost Centre Code	Cost Centre Name	Account To	Cost Centre Code	Cost Centre Name	Virement Total £	Virement Percentage	Reason	Type	Authorised by Director/ Deputy Director	Requires Executive Approval
13/02/2009	4999	SB31	Contingency	9027	CL41	Recycling	50,000	n/a	To remove the Waste Performance Efficiency Grant income budget from Recycling. The grant was budgeted for separately but was included as part of the Revenue Support Grant and not ring fenced.	5	Y	Y
17/02/2009	5000	RS13	Audit	5000	SB11	Corporate Core	4,000	24.7%	Budget for shared cost of Risk Management Officer was initially set up in Audit and now moved to Corporate Core	4	Y	Y
26/02/2009	4400	RS51	Benefit Fraud	4401	RS51	Benefit Fraud	2,600	n/a	To provide budget to cover the cost of National Fraud Incentive external audit fees using underspend on external legal support	1	Y	N
03/03/2009	4504	CH11	Organisational Change	4000	CH11	Organisational Change	4,000	1.50%	To provide additional budget for purchase of equipment to be met from underspend on telephone costs	1	Y	N

Total Virements 134,360

Ledger Maintenance

12/02/2009	1012	PS31	Estates Management	1012	PS21	Facilities Management	4,310	4.9%	To move the budget for standby allowance to Facilities Management in line with expenditure	1	Y	N
12/02/2009	4999	SB31	Contingency	2701	Various		1,980	n/a	Budgets for the estimated cost of property insurance are held across various cost centres. This virement adjusts individual cost centres to match actual expenditure taking the balance from Contingency.	4	Y	N
12/02/2009	3009	Various		4999	SB31	Contingency	19,030	n/a	Budgets for the estimated cost of vehicle insurance are held across various cost centres. This virement adjusts individual cost centres to match actual expenditure putting the surplus into Contingency	5	Y	Y

Total Ledger Maintenance 25,320

Summary	
Total Type 1	28,920
Total Type 2	2,000
Total Type 3	2,000
Total Type 4	7,130
Total Type 5	119,630
Total	159,680