

## **FINANCE ADVISORY COMMITTEE**

Minutes of the meeting held on 18 April 2016 commencing at 7.00 pm

Present: Cllr. Searles (Chairman)

Cllr. Scholey (Vice Chairman)

Cllrs. Mrs. Bayley, Esler, Krogdahl, Lake, Pett, Scholey and Scott

Apologies for absence were received from Cllrs. Cooke, Eyre and Kelly

### 37. Minutes

Resolved: That the Minutes of the Finance Advisory Committee held on 25 January 2016 be approved and signed by the Chairman as a correct record.

### 38. Declarations of Interest

No additional declarations of interest were made.

### 39. Actions from Previous Meeting

The Chairman explained that there had been no further movement on the financing of a replacement backup power generator at the Argyle Road offices and an offsite IT backup provider was being considered instead. In response to questions, the Head of Parking and Surveying explained that Officers were awaiting the costs of the dedicated line to the backup provider. The impact of extending the CCTV shared service would need to be considered on the separate backup generator that service used.

The actions were noted.

### 40. Update from Portfolio Holder

The Chairman and Portfolio Holder for Finance explained that work had continued to focus on the Council's construction projects and progressing with the annual accounts. He hoped to update Members further about the construction projects at the next meeting of the Committee.

### 41. Referral from Cabinet or the Audit committee

There were none.

### 42. Asset Maintenance - White Oak Leisure Centre, Swanley

The Head of Parking and Surveying presented a report that highlighted maintenance works required to the White Oak Leisure Centre (WOLC), Swanley for continued, safe operation in the short to medium term.

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Members discussed the timing of the maintenance in light of the upcoming Swanley Masterplan and the feasibility study on the replacement of the centre. The Chief Officer Environmental & Operational Services explained that the site would still require maintenance for at least 2 to 3 years to be maintained in a safe operating condition. Works could not be delayed without the closure of some facilities.

### Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That It be recommended to Cabinet that

- a) the works identified in the report, at an estimated cost of £90,000, be undertaken, and this expenditure be funded by a combination of asset maintenance budgets (£25,860) and by a supplementary estimate (£64,140);
- b) any underspend in the 2015/16 leisure asset maintenance budget be carried forward into 2016/17; and
- c) authority be granted to the Finance Portfolio Holder to authorise any expenditure above the approved asset maintenance budget to secure the continued safe operation of the WOLC for the short to medium term.

### 43. Financial Performance Indicators 2015/16 to the end of February 2016

The Head of Finance presented a report which detailed the internally set performance indicators as at the end of February 2016, which Members considered. She advised that the spike in sundry debts over 61 days in September 2015 was due to delays in payment by another Local Authority, a single payment relating to a blown-down hoarding and applicants being slow to make repayment arrangements for the rent deposit scheme for the homeless.

Resolved: That the report be noted.

### 44. Financial Results 2015/16 - to the end of February 2016

The Head of Finance presented a report on the Council's financial results 2015/16 to the end of February 2016, which showed an overall favourable variance of £185,000. The end of year position forecast was to be £144,000 better than budget, which was just under 1.0 % of the net budget for the year. Property Investment Strategy income was to be transferred to the Budget Stabilisation Reserve.

Resolved: That the report be noted, and recommended to Cabinet to note.

### 45. Provisional Outturn 2015/16 and Carry Forward Requests

The Head of Finance presented a report that advised the Council's forecast outturn for 2015/16 was a favourable variance of £144,000 and requested that six specific

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unspent revenue budgets and one capital budget be carried forward to 2016/17. Additional monies received through retained business rates, beyond that budgeted were to be transferred to reserves for the funding of identified corporate projects and a further provision made for the additional levy relating to Municipal Mutual Insurance Ltd.

In response to questions Officers explained that the figure arising from retained business rates was volatile depending on the level of appeals submitted to the valuation office. However the Council had budgeted against the minimum sums guaranteed by the government, which were guaranteed until the scheme was reviewed.

### Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That it be recommend to Cabinet that

- a) the Revenue 'carry forward' requests totalling £138,652 plus the unspent budget allowed for Asset Maintenance for Leisure buildings as set out in paragraph 7 of the report be approved;
- b) the Capital carry forward request totalling £117,000 as set out in paragraph 8 of the report be approved;
- c) the amount of business rates retained in excess of the budgeted sum for 2016/17 be transferred to a reserve to enable previously identified corporate projects to proceed; and
- d) a sum of £32,000 be set aside to provide for an additional levy in respect of Municipal Mutual.

### 46. Work Plan

It was agree that there was to be an update on procurement services at the meeting on 6 September 2016. The amended work plan was noted.

THE MEETING WAS CONCLUDED AT 7.31 PM

CHAIRMAN

