

Appendix 1

District Executives' Delegated Budgets

Approach to spending Ward and Member budgets in line with the District Plans

It is vital that Ward and Member budgets are spent to best effect to achieve positive outcomes for communities in each District. The priorities in the District Plans have been set specifically to identify the areas of most benefit to focus effort on in each District.

The following guidance must therefore be followed in spending Ward and Member budgets:

- Spend for Ward and Member budgets should be aligned to the priorities of your District Plan.
- To enable this to happen, budgets should only be spent in accordance with an agreed action plan which has been formally signed off by the District Executive and which should include an indicative spend for each priority.
- The only exception to this is where there are existing substantial pieces of work in train the previous municipal year, which are coming to fruition now. So long as these are in line with your priorities, this work can continue even if it is not in the current year's action plan.
- If something unexpected happens during the course of the year that means that you feel you do need to spend on something not in your priorities then you can do so, but you will be expected to explain why this has happened as part of your annual report.
- Alternatively to increase flexibility, you could consider having a small 'community fund' set aside for supporting small community groups to become more active, as part of a priority to increase community involvement and ownership of their area in line with the main objective of creating thriving communities.

All spend of Ward and Member budgets must fall under one of these bullet points. This will be audited to ensure it happens, and reported to District Chairs and the Lead Portfolio holder for Co-operatives and Neighbourhoods.