

WAVERLEY BOROUGH COUNCILCOUNCIL**2010-11 GENERAL FUND BUDGET OVERVIEW**

	£
Shortfall forecast at Finance Seminar	904,000
Reduction in Interest from £350k to £270k	80,000
Reduction in 'Item 8' payment from HRA	<u>143,000</u>
	1,127,000
Savings from reduced Inflation	<u>63,640</u>
Actual Shortfall in draft Budget before any reductions	1,063,360
Reductions in Base	<u>-263,560</u>
Shortfall in draft Budget	799,800
Star Chamber Savings	<u>-795,230</u>
	4,570
Growth Items on Star Chamber List	<u>266,000</u>
Shortfall allowing for Growth Items	270,570
Increase in RPI	<u>105,000</u>
	375,570
Net improvement in Planning Income	<u>90,000</u>
	285,570
Concessionary Fares Improvement	<u>60,000</u>
	225,570
Increased Collection Fund Surplus	<u>20,000</u>
	205,570
Additional one-off allocation to Cranleigh Initiative	<u>2,500</u>
Shortfall	<u><u>208,070</u></u>

The Shortfall represents a Council Tax increase of 2.4%

GENERAL FUND REVENUE BUDGET ASSUMPTIONS 2010/11

Vacancy factor reduced from £250,000 to £200,000

Inflation based on RPI of:	1%	2.5%
-Contracts (1% over RPI)	£120,000	£210,000
-Business Rates on council buildings	£20,000	£20,000
-Other	£10,000	£25,000

Interest rate on investments 1%

Revenue Support Grant increase: £30,000

No use of Balances

General Fund Balance: Minimum £2.5m

Council Tax Base increase from extra properties: £50,000

Council Tax Surplus: £80k (£60k last year) £20,000 increase

Contribution to Capital schemes: £1.6m

Housing and Planning Delivery Grant: £58,000 (£70k last year)

Credit Union: £15,000 General Fund, £5,000 HRA

Food Waste – first phase – net cost to Waverley - £75,000



Star Chamber Findings - List of Reductions General Fund

	Reductions Made to Base	Star Chamber Proposals	Total Savings
	£	£	£
Chief Executive		15,600	15,600
Head of Planning	58,660	165,300	223,960
Head of Democratic Services	66,500	45,800	112,300
Head of Internal Audit	0	13,000	13,000
Head of Revenues and Benefits	0	30,000	30,000
Head of Finance and Performance	35,000	31,000	66,000
Head of Economic Development and Partnerships	12,000	28,000	40,000
Head of Leisure and Community Safety	12,000	51,000	63,000
Head of Environmental Health and Emergency Services	1,500	50,000	51,500
Head of Communications	0	26,600	26,600
Head of Building Control, Engineering & Car Parking Manager	0	120,000	120,000
Head of Housing	0	5,000	5,000
Head of Customer IT and Office Services	27,900	186,630	214,530
Head of Human Resources	0	51,300	51,300
Head of Environmental Services	50,000	46,000	96,000
Less HRA Element of Savings	£263,560	£865,230	£1,128,790
		(£70,000)	(70,000)
	£263,560	£795,230	£1,058,790
Growth Items:			
Don't lose you home or business - continuation throughout 2010			
Continuation of Local Business Support budget - including 10-day payments		(66,000)	(66,000)
Godalming Town coordinator (2010-11 contribution)		(10,000)	(10,000)
2010-11 Capital Programme - Revenue Costs		(10,000)	(10,000)
Surrey Credit union		(30,000)	(30,000)
Cranleigh Initiative - Support extended for 2010-11		(15,000)	(15,000)
Waverley Training Services - first year cost of trainer at Haslemere		(5,000)	(5,000)
Retention of Environmental Health Trainee		(15,000)	(15,000)
- includes implementing food safety 'Scores on the Doors'			
Hoppa - increased grant towards vehicle replacement		(30,000)	(30,000)
Food Waste - cost to Waverley of first-year phase 1		(10,000)	(10,000)
<i>Total Growth Items</i>		(75,000)	(75,000)
	£263,560	(266,000)	(266,000)
		£529,230	£792,790



Star Chamber Findings - List of Reductions
General Fund

Explanatory notes on Star Chamber proposals

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Chief Executive		2010-2011 Saving already shown in reduced Base Estimate Column 1 £	2010-11 Base Estimate after deducting Column 1 (for Information) £		2010-2011 Further Saving proposed by Star Chamber Column 3 £	
			Column 2 £	Column 3 £		
Staff Savings	Corp Delete PA's Assistant Post Corp Delete Vacancy Relief budget				13,600 2,000	Impact on resources will be managed within the team. Impact on resources will be managed within the team.
		0			15,600	
Head of Planning						
Staff Savings	ELOS Technical Assistant - Freeze/Delete Vacant pt Post CA23a				16,100	P/T post that provided performance information and complaints monitoring. Duties have been absorbed into other posts
	ELOS Policy Technician - Freeze/Delete Vacant Post CD13				25,200	Primarily monitoring role. Review of monitoring being undertaken and will be absorbed into other posts
Development Control	ELOS Reduce use of specialist Consultants from £30k to £10k	10,000	20,000		10,000	Use of Consultants much reduced and where needed developers are expected to fund technical work
	ELOS Reduce Advertising budget	10,000	24,000			
	ELOS Reduce use of Consultants for Appeals from £45k to £10k	35,000	10,000			
	ELOS Reduce use of external Advocacy for Appeals to £20k	56,000	40,000		20,000	Appeals numbers reduced – hearings encouraged and use internal advocacy for inquiries
	ELOS Pre-application advice - review charges and charge for extra time spent beyond 10 hours, charge RSLs	10,000	55,000			
	ELOS LDF- increased Printing budget required	(340)	2,500			
Planning Policy	ELOS LDF- increased Consultants budget restricted by Star Chamber	(76,200)	104,000		64,000	Sufficient for LDF under current timetable
	ELOS LDF- reduce Public Consultation budget from £22,200 to £10,000	12,200	10,000			
	ELOS LDF- reduce Advertising budget from £3k to £1k	2,000	1,000			
	ELOS LDF- meet one-off inquiry costs from RRF Contribution				30,000	No impact, financing matter only
		58,660			165,300	



Star Chamber Findings - List of Reductions General Fund

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Explanatory notes on Star Chamber proposals

Head of Democratic Services		2010-2011 Saving already shown in reduced Base Estimate Column 1 £	2010-11 Base Estimate after deducting Column 1 (for information) Column 2 £	2011 Further Saving proposed by Star Chamber Column 3 £	Explanatory notes on Star Chamber proposals
Staffing	Corp	10,000			Achieved by recent appointment. Savings will be delivered by focusing on priority areas and a team-based approach to inspections to continue to provide four days enforcement cover. Achieved Achievable from joint working with Guildford
Democratic Representation	Corp	3,000	6,000		We will track any requests for training that cannot be met to avoid any adverse effect on our Member Development Charter- none so far. Reflect demand for budgets Reflect demand for budgets
	Corp	1,000	7,000		
	Corp	1,000	4,500		
	Corp	3,000	23,850		
Elections	Corp	3,000			
Register of Electors	Corp	3,000	7,000		This allows sufficient resources to ensure the delivery of a robust electoral register, repeating the 2009/10 experience
	Corp	500	900		
P4 Licensing	Corp	5,000	244,500		
Land Charges	Corp			30,000	
Legal Expenses	Corp	7,000	20,000		
	Corp	30,000	50,000		
		66,500		45,800	



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General Fund

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Explanatory notes on Star Chamber proposals

Head of Internal Audit		2010-2011 Saving already shown in reduced Base Estimate	2010-11 Base Estimate after deducting Column 1	2010-2011 Further Saving proposed by Star Chamber	2010-2011 Saving already shown in reduced Base Estimate	2010-11 Base Estimate after deducting Column 1	2010-2011 Further Saving proposed by Star Chamber	Explanatory notes
		Column 1	Column 2	Column 3	Column 1	Column 2	Column 3	
		£	£	£	£	£	£	
External audit	Corp		212,000	13,000				The budget saving relates to external audit fees. Saving will be delivered by focussing on improving data quality and ensuring full evidence is provided to the Audit Commission to support the Council's self assessments.
Head of Revenues and Benefits		0		13,000				
Staff Savings	Corp			30,000				This will be delivered by implementing an interim structure to ensure all necessary duties are carried out to ensure the continued efficient and effective collection of £77m in Council Tax and £34m in Business Rates. A revised structure will be implemented from the end of February 2010.
Head of Finance and Performance		0		30,000				
Interest - Appropriations	Corp		60,000	20,000				No direct impact on services although the Revenue Reserve fund balance will no longer be topped-up by this amount each year.
Finance Expenses	Corp		6,700	6,000				No impact
Cash Counting	Corp		6,000	3,000				Revised arrangements will be implemented
Cash Collection	Corp		2,000	2,000				No impact provided that sponsorship is achieved each year.
Grants	Corp							
Cash Counter Closure	Corp	35,000						
		35,000		31,000				



Star Chamber Findings - List of Reductions General Fund

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Explanatory notes on Star Chamber proposals

Head of Economic Development and Partnerships		2010-2011 Saving already shown in reduced Base Estimate	2010-11 Base Estimate after deducting Column 1	2010-11 Base Estimate (for Information) Column 2	2011 Further Saving proposed by Star Chamber Column 3	
Meals on Wheels	Comm	10,000	30,000			No negative impact. Remaining budget will be sufficient for proposed activity
Community Care	Comm	2,000	3,000		6,000	No new impact but potential loss of income in future years if Waverley no longer does the administration.
Economic Opportunities Activity	Comm					Reduced impact by leveraging in resources from partners and by continuing targeted actions as part of economic development work.
Tourism	Comm		5,200		2,000	
Concessionary Fares	Comm		40,000		20,000	No negative impact. Reflects the revised cost of the administration contract
Head of Leisure and Community Safety		12,000			28,000	
Leisure Centres	ELOS	8,000			20,000	Customer satisfaction will be measured using internal surveys
Museum of Farnham	ELOS					This will address legacy running costs and provide an opportunity to refresh operational approach including increased use of volunteers
Borough Hall	ELOS				12,000	This is an efficiency saving that will not affect service delivery and will bring performance inline with 08/09.
Sports Promotion	ELOS	2,000	8,000		10,000	This can be delivered with increased use of volunteer hours and support from community groups
Countryside	ELOS		5,000		9,000	Catering concession agreed (£4,000 saving). Currently charge for Sunday, the extra Saturday charge mirrors the Sunday arrangements
Community Safety	ELOS	2,000	10,000			
		12,000			51,000	



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Explanatory notes on Star Chamber proposals

Head of Environmental Health and Emergency Services		2010-2011 Saving already shown in reduced Base Estimate (for Information)	2010-11 Base Estimate after deducting Column 1 (for Information)	2010-2011 Further Saving proposed by Star Chamber	
		Column 1 £	Column 2 £	Column 3 £	
Inspection & Preventative Measures	ELOS			10,000	Replacement of current summer Saturday night responsive service with a year-round targeted service
	ELOS		22,000	2,000	
	ELOS		4,500	1,000	Low impact in forthcoming year
	ELOS	1,500	2,000		
Animal Control	ELOS		25,000	10,000	Implements a revised system for strays to achieve savings. Normal position would be advice to deliver found dogs to kennel. Where this is not possible or high-risk, kennels would collect as per existing back up service.
Emergency Services	Corp		20,000	15,000	Replacement emergency callout system replaces this
	Corp		5,000	5,000	Emergency and H&S training will be given appropriate priority within corporate training budget
	Corp		8,000	6,000	Majority of equipment now up-to-date but some disposable items will need purchasing routinely; other sources may be identified but inventory should identify a rolling programme of equipment needs
	Corp		1,200	1,000	
		1,500		50,000	
Head of Communications					
Staffing	Corp			2,600	
Waverley Magazine	Corp		5,000	5,000	Making Waves online has attracted little interest.
	Corp		50,000	10,000	Recent research from the Local Government Communications unit suggests that frequency does not affect residents' satisfaction and that residents will be as satisfied with three magazines as they are with four.
	Corp			3,000	The timing of the magazines will need to be adjusted to ensure the distribution is timely for key messages such as Christmas refuse collection arrangements.
Equipment	Corp			4,000	No impact, reflects current budgets
Printing & Promotion	Corp		19,400	2,000	No impact; efficiency saving.
				26,600	
		0			



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Explanatory notes on Star Chamber proposals

Head of Building Control, Engineering & Car Parking		2010-2011 Saving already shown in reduced Base Estimate Column 1 £	2010-11 Base Estimate after deducting Column 1 (for Information) Column 2 £	2011 Further Saving proposed by Star Chamber Column 3 £	
Street Furniture	ELOS		31,000	3,000	Bus shelters, street nameplates and benches to be dealt with on a priority basis
Street Naming	ELOS			3,000	Adopt the policy of our neighbouring Local Authorities. New charge will produce income to go towards cost of service
Car Parks	ELOS			30,000	Adjustments are to assist with management of certain car parks by controlling demand and may produce some increase in car park income. Bank holidays have become a working day and this proposal will bring Waverley into line with many LAs who charge for bank holidays. Christmas day will remain free of charge.
Building Control	ELOS ELOS			60,000 (6,000)	Service currently not at break-even.
Head of Housing		0		120,000	
Homelessness	Comm Comm Comm		25,000 2,000 1,500	2,000 2,000 1,000	No impact; this adjustment reflects reductions in demand achieved No impact; this adjustment reflects reductions in demand achieved No impact; this adjustment reflects reduced requirements
		0		5,000	



Star Chamber Findings - List of Reductions General Fund

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Star Chamber Findings - List of Reductions General Fund		Explanatory notes on Star Chamber proposals		
Head of Customer, IT and Office Services Staff Reductions		2010-2011 Saving already shown in reduced Base Estimate Column 1 £	2010-11 Base Estimate after deducting Column 1 (for Information) Column 2 £	2010-2011 Further Saving proposed by Star Chamber Column 3 £
Head of Customer, IT and Office Services	Corp			25,700
	Corp			(54,000)
Locality Offices	Corp			54,000
	Corp			1,000
Office Expenses	Corp			45,000
	Corp		7,490	
P50 Office Accommodation	Corp		3,040	
	Corp		16,250	
Printing	Corp		67,490	
	Corp		114,300	
Information Technology	Corp		55,210	
	Corp		73,660	
Property Management	Corp		18,150	
	Corp	18,000	8,730	
Information Technology	Corp		58,380	
	Corp		75,500	
Property Management	Corp		25,250	
	Corp		45,325	
Information Technology	Corp		11,600	
	Corp		26,000	
Property Management	Corp		18,280	
	Corp		200	
Property Management	Corp		750	
	Corp		37,000	
		27,900		186,630



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Explanatory notes on Star Chamber proposals

		2010-2011 Saving already shown in reduced Base Estimate Column 1 £	2010-11 Base Estimate after deducting Column 1 <i>(for Information)</i> Column 2 £	2011 Further Saving proposed by Star Chamber Column 3 £	
Head of Human Resources					
HR Staffing	Corp		Delete vacant balance of hours allowance within staff budget	6,300	The current relatively low levels of staff turnover and recruitment mean that this saving is deliverable
Training	Corp		Reduce corporate Training budget from £200k to £160k reflecting current levels of expenditure	40,000	This is manageable; savings to be achieved by utilising the Surrey shared training programme.
Travelling	Corp		Saving on two contract cars	5,000	
		0		51,300	



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Explanatory notes on Star Chamber proposals

Head of Environmental Services		2010-2011 Saving already shown in reduced Base Estimate	2010-11 Base Estimate after deducting Column 1	2010-2011 Further Saving proposed by Star Chamber	
		Column 1 £	Column 2 £	Column 3 £	
Public Conveniences	ELOS			15,000	Work underway to identify least used facilities and seek to devolve responsibility to Town/ Parishes and explore shared cleaning contracts
	ELOS			5,000	
Environmental Cleaning	ELOS				Potential positive impact on environmental cleanliness and public perception of service from a more visible and targeted presence
Refuse Collection	ELOS		10,000	4,600	
	ELOS			1,000	Manage supply to ensure that households receive an adequate supply by improving the efficiency of delivery
Waste Recycling	ELOS	50,000	120,000 300,000	12,000	To achieve break-even position of this subscription service
Recreational Open Space	ELOS			4,000	Charges low compared to other authorities
Cemeteries	ELOS		10,800	4,000	
Leisure Gardens	ELOS		230	400	
		50,000		46,000	
Total General Fund		£263,560		£865,230	