



Star Chamber Findings - List of Reductions General Fund

2009-2010
Saving/
Income
£

	Target	Achieved
	£	£
Head of Planning	203,000	209,000
Head of Democratic Services	121,000	152,000
Head of Internal Audit	34,000	25,900
Head of Revenues and Benefits	87,000	66,000
Head of Finance and Performance	172,000	224,150
Head of Economic Development and Partnerships	145,000	104,000
Head of Leisure Services	137,000	79,430
Head of Environmental Health and Community Safety	130,000	131,000
Head of Communications	21,000	12,300
Head of Building Control, Engineering & Car Parking Manager	144,000	123,200
Head of Housing	60,000	60,000
Head of Customer and Office Services	268,000	285,890
Head of Human Resources	57,000	69,530
Head of Environmental Services	471,000	207,600
<i>Less Additional PR post</i>		(15,000)
<i>Less Additional post for ROS (for one year)</i>		(40,000)
<i>Less Estimated Non-General Fund Savings in above figures</i>		(90,000)
	£2,050,000	£1,605,000

	£
HRA Staff Savings	194,000
Supporting people post	27,000
Estimated allocation of General Fund savings	70,000



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Head of Planning

Staff Savings	freeze vacant Posts	164,000
	travelling on above Posts	6,800
Development Control	delete Contaminated Land Advice budget	10,000
	delete Telecom Masts Advice budget	2,500
	reduce Advertising to £34,000 - this relates to statutory advertising on planning applications and reduced volumes of applications	2,000
Planning Policy	reduce Printing budget to £3,000 to reflect current requirements	6,700
	reduce Advertising to £3,000 - this relates to advertising costs on LDF documents	500
	delete Tree Grant budget	1,000
	obtain sponsorship to cover full cost of Waverley Design Award	2,500
	reduce LDF Study Consultant budget to £50,000	13,000
		209,000

Head of Democratic Services

Land Charges - Staffing	reduce the establishment to two posts (including transfer from Legal)	105,000
Democratic Representation	achieve overall staffing reduction of £18,000	18,000
	reduce Members' Training Expenses to £9,000 to reflect demand	5,000
	reduce Printing budget by 10%	6,000
	reduce Telephones budget by £2,000 reflecting move to Broadband	2,000
	reduce Conference Expenses to £3,000 to reflect demand	1,000
	delete Twinning budget	1,000
	examine possibility of recovering additional election costs	2,000
Legal Section - Staffing	transfer post to land charge section (included above)	-
Fees and Charges	increase budgeted income to £20k (£18k already reported in 2008/09)	12,000
		152,000

Head of Internal Audit

Contracted Audit	reduce hours purchased (also £20,000 2008/09) & transfer non-audit tasks to other sections	20,900
Monitoring Officer	reduce to £5,000 (2008/09 and 2009/10) to reflect spending levels	5,000
		25,900



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Head of Revenues and Benefits		
Staff Savings	delete one vacant Post	29,000
Administrative Budget	Printing budget reduced	2,000
Fees and Charges	overall increase including £10 inflation on Summons Cost to match RPI since last change	35,000
		66,000
Head of Finance and Performance		
Compensatory Grants	consider cash-limiting to no more than 2008/09 estimate levels	5,600
Interest & Finance Expenses	Bad Debts provision for 2009/10 not required	5,000
Interest - Appropriations	discontinue payments of interest to RRF etc - change in policy	100,000
Consultation	reduce budget to £8,000 (carry forward to 2009/10 to be exception)	10,450
Community Strategy	reduce to £2,000 and merge with Consultation budget (£10,000 in total)	7,300
Treasury Management	Security/Cash Counting - reduce by £3,000 to reflect car park cost saving	3,000
Finance Expenses	cancel finance briefing subscription	1,000
Cash Collection	Details of savings included under Head of Customer and Office Services section	
Insurance Premiums	Net annual saving from increasing limited self-insurance	25,000
Staffing	Cashiers - Discontinue Saturday opening at Godalming from 1.11.09	3,500
	Exchequer - reduction in hours	9,400
	delete vacant Information Manager post	35,300
	delete vacant Administration Section part-time post	18,600
		224,150



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Head of Economic Development and Partnerships		
Central Communications	General Fund savings/additional income following review	30,000
Meals on Wheels	target additional Income to improve funding towards other LAs support levels	10,000
Day Centres	reduce Building Maintenance budget to £6,000 to reflect recent capital spending	2,000
Exercise & Mobility	reduce to break-even (discontinue or obtain external funding)	22,000
Waverley Training Services	review allocations	20,000
Webcasting	allow for one-off £5,000 saving in 2009/10	5,000
Staffing	achieve £15,000 overall target to cover support & community transport	15,000
		104,000
Head of Leisure Services		
Leisure Centres	savings from Leisure Contract	25,000
Arts Activities	reduced expenditure	850
Museum of Farnham	reduced expenditure	600
	increased income resulting from new classroom	3,130
Godalming Museum	recover full cost of second post, review longer-term arrangements	900
Memorial Hall	reduced expenditure	1,200
	increased income	4,750
Sports Promotion	reduced expenditure	3,000
<i>Mayor's Challenge</i>	} <i>redirect Mayors Challenge budget to wider Youth Services</i>	7,000
<i>Youth Services</i>		(7,000)
Countryside	reduced expenditure	10,000
	use of section 106 monies	30,000
		79,430



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Head of Environmental Health and Community Safety		
Inspection & Preventative Measure	restructure Equipment expenditure	2,000
	restructure Legal Fees costs	5,000
	restructure Contaminated Land expenditure	2,000
	Staffing: delete vacant post (£39,000 less £9,000 to enhance contracted services)	30,000
Animal Control	increase Kennelling fees to recover appropriate costs	
	combine roles of Dog Warden and Pest Control	31,000
	Transport saving from above post reduction	2,500
	carry out review of Pest Control service to achieve break-even	
Sustainability & Climate Change	restructure expenditure	3,000
Emergency Services	restructure Equipment costs	5,500
Licensing	Staffing restructure	17,600
	achieve overall reduction by increasing fees or reducing costs - taxis	15,000
Community Safety	Staffing: delete part-time vacant post (saving to accrue to Waverley)	17,400
Home Improvement Agency	savings should be secured from wider review	
		131,000
Head of Communications		
Corporate Communications	centralise all Advertising and Publicity budgets to achieve saving on the procurement of all external printing and through reviewing the approach to advertising <i>post to be seconded/redeployed to PR section at no additional cost</i>	11,000
	Christmas Cards not to be produced	1,300
	Press Cuttings - provide only on an opt-in basis	?
		12,300



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Head of Building Control, Engineering & Car Parking Manager		
Street Furniture	reduce Hired & Contracted Services to £31,000	3,000
Car Parks	reduce Ground Maintenance budgets to £61,600	5,400
	reduce Equipment Maintenance budgets to £35,900	3,100
	reduce Tariff Change budget to £2,500 - no general increase in 2009/10	2,500
	reduce Advertising (tariff change) budget to £2,000 - no general increase in 2009/10	2,000
	reduce Hired & Contracted Services budget to £230,000	7,000
	reduce staffing (part General Fund/ part On-Street) - vacant post	32,400
	introduce Advertising on Tickets	10,000
	examine options for specific charges to resolve local discrepancies/market conditions	10,000
Building Control	reduce Consultants' Fees budget to £5,000	7,500
	reduce Hired & Contracted Services budget to £5,000	3,000
	discontinue Revenue Contribution to Capital	10,900
	Staff savings to achieve break-even budget - vacant post	11,400
	Increase of 5% on schedule 2 fees to achieve break-even budget	15,000
		123,200
Head of Housing		
Homelessness	achieve gross saving of £75,000 reflecting need and efficient delivery of service	75,000
	<i>redirect part of savings to Supported Lodging scheme</i>	(17,000)
	<i>redirect part of savings to Homeswapper software</i>	(1,000)
Other General Fund Housing Services	reduce Miscellaneous Expenses budget to £2,500	3,000
HRA Staff Savings	delete 7 full/Part-time Posts £194,000	-
		60,000



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Head of Customer and Office Services

Staff Reductions	discontinue Saturday opening from 1.11.09.	12,000
Cash Collection	reflect 50% of savings for five months of 2009/10 (GF£17k/HRA£17k)	34,000
	other staff savings	162,100
Office Expenses	Courier	4,000
	Furniture purchase	1,000
	Page system	2,100
	Books and Publications	1,000
	Telephones misc, mobile phones, alarms	1,500
	Telephones - main system	6,000
	Postage	3,000
Word Processing	Equipment	1,000
Office Accommodation	Building maintenance	3,000
	Office Cleaning	4,000
	Electricity	5,000
	Trade Refuse	5,000
	Other supplies - visitor passes	600
	Drinks machine equipment/cups	200
Restaurant	discontinue newspapers	750
Locality Offices	Staffing costs	5,000
	subject to transfer to Farnham Town Council	10,000
Printing	savings from new photocopiers	9,000
	Stationery	2,000
Borough Hall	revised stewarding arrangements	1,800
	cheaper promotions	800
	Electricity	500
Property Management	Industrial Sites - Maintenance	500
	Administration - Materials & Equipment	250
	Miscellaneous Properties	3,000



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Information Technology	Isovel Contingency AS400 Maintenance AS400 Software maintenance Limehouse maintenance Choice Based Lettings Uninterrupted power supply maintenance Server maintenance NCC Subscription Surrey E Partnership EDRMS less Scanning and Network security required <i>Additional costs of new systems (Maximum)</i>	750 8,112 2,378 4,500 1,000 1,650 5,000 850 7,550 10,880 (35,880) 285,890
Head of Human Resources		
Personnel Staffing	delete post at end of fixed-term period reduced hours	18,570 1,260
Training	reduce budget by 10% to £200,000 to recognise the increase in external grant funding from STOG & the savings made by fully utilising the STOG shared training programme	22,500
Other Expenses	allow for saving on pre-employment screening based on 50 staff allow for saving on recruitment expenses allow for saving on employment information services	1,000 1,000 400
Agency Staff	allow for additional saving from enforcing new procedures	10,000
Travelling	target 5% reduction in mileage reduction in lease cars	8,800 6,000
		69,530



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Head of Environmental Services		
Public Conveniences	Milford - closure/transfer	2,900
	Cricket Green, Cranleigh - closure /transfer	3,500
	Brightwells - closure	2,400
	reduce Building Maintenance budget	800
Environmental Cleaning	introduce efficiency measures into seasonal sweeping (leafing)	66,000
	extend life cycle of litter bins	1,000
Refuse Collection	review and revise policy on exempted households	?
	reduce Printing & Postage to £1,000	4,000
	Clinical Waste - contractor efficiencies	10,000
Special Collections	increase charges to recover full costs	3,600
Waste Recycling	Green Saturdays to continue until 2010 only when new facility provided at Milford	-
	increase standard Green Waste charge to £45 - first increase since new scheme started	13,000
	reduce Promotion budget to £5,000 - use 'Making Waves'	30,000
	allow for 3% increase to Recycling Credit	21,000
Recreational Open Space	replace Lawn Tennis Court at Broadwater with MUGA reducing maintenance requirement	9,000
	restrict weekend roving patrols to peak Summer period only	28,000
	reduce non-contract budget by 5%	10,000
Cemeteries	<i>Post to be redeployed for 1 year to identify saving opportunities</i>	
	change grass cutting standard to 'Grass 3' (cut only)	1,600
	increase fees and charges	800
		207,600
Total General Fund		£1,750,000