

# Annexe 1

GENERAL FUND - 2009-10 Estimated Variations to Budget (to the end of September 2009)				
	July Budget Monitoring	After Budget Review Savings	September Budget Monitoring	Reason (Compared to previous monitoring report where figures have changed ▲ up, ▼ down, — no change)
	£	£	£	
<b>Additional Expenditure</b>				
Audit Commission Fees	29,000	29,000	39,000	▲ Additional Audit Fees in respect of Council Tax & NNDR, additional testing re HB Subsidy Claim (£10k estimate)
Recreational Open Space	14,000	14,000	14,000	— Reinstatement of weekend roving patrols
Leisure Centres General			13,770	▲ Extra costs for free swimming initiative
<b>Loss in income</b>				
Development Control	130,000	130,000	190,000	▲ £140k shortfall in planning fee income projected, based on the mid-point of a wide range. Also £30k shortfall on planning advice income and £20k on monitoring fees.
Building Control	40,000	40,000	25,000	▼ Income to date is below target so shortfall has been reported, however, it is intended to achieve a break-even position by the year-end.
Interest & Finance Expenses			77,000	▲ Reduction in Item 8 interest from HRA
Waste Recycling	50,000	50,000	50,000	— Shortfall of Recycling credit due to a reduction in tonnage
Car Parks	240,000	240,000	220,000	▼ Shortfall in income - latest projection
Miscellaneous Properties			11,500	▲ Loss in rent income due to vacation of Montrose by Housing
Animal Control	20,000	20,000	20,000	— Significant shortfall in income for the first half of 2009-10, although more work will be undertaken during the second half to minimise the shortfall.
<b>Sub-Total</b>	<b>523,000</b>	<b>523,000</b>	<b>660,270</b>	
<b>Savings</b>				
Democratic Representation		(6,000)	(6,000)	— £3k Members training, £3k SERA subs (Budget Review)
Register of Electors / Elections		(4,500)	(4,500)	— Reduced door knocking / greater recovery of costs
Development Control		(10,000)	(24,000)	▲ Hired and Contracted services £10k, Advertising £14k.
Development Control - Inquiries		(80,000)	(103,000)	▲ savings on use of external consultants and legal fees
Other Planning Services		(23,800)	(23,800)	— Contracted Services
Cranleigh Leisure Centre			(20,000)	▲ Management fee savings
Office Accommodation		(10,000)	(10,000)	— Defer office maintenance at the Burys (Budget Review)
Rental Income from Police		(6,000)	(6,000)	— Rental income from letting to Police for Jan-March 2010.
Books and Publications		(12,000)	(12,000)	— Cut-back on legal and other books and publications
Laboratory on equipment etc		(3,000)	(3,000)	— covers equipment, stationary and uniforms
Information Technology		(43,000)	(43,000)	— IT savings identified (Budget Review)
Printing		(10,000)	(10,000)	— Budget Review savings (new photocopy contract)
Emergency Call-Out Rota		(6,000)	(6,000)	— Discontinue payments to Chief Executive and Directors
Staff Training		(20,000)	(20,000)	— Budget Review savings
Economic Development		(3,500)	(3,500)	— Budget Review savings target in working budgets
Building Control		(20,000)	(20,000)	— Budget Review savings target
Inflation Provision		(103,000)	(103,000)	— Balance after all key commitments (Budget Review)
<b>Additional Income</b>				
Land Charges			(50,000)	▲ Projected additional income (based on received to date)
Waste Recycling			(62,000)	▲ Increased prices for paper & textiles sales
Investment Interest	(30,000)	(30,000)	(30,000)	— New Investments achieving a better rate than budgeted
Legal Expenses	(20,000)	(20,000)	(30,000)	▲ S106 Tariff income
<b>Sub-Total</b>	<b>(50,000)</b>	<b>(410,800)</b>	<b>(589,800)</b>	
<b>Net Major Variations</b>	<b>473,000</b>	<b>112,200</b>	<b>70,470</b>	These are all the items detailed above
<b>Capital Savings</b>		<b>(117,000)</b>	<b>(117,000)</b>	This list was agreed by the Executive on 29.9.09.
<b>Net Other Variations</b>	<b>4,000</b>	<b>4,000</b>	<b>12,430</b>	The total of items of individually small amounts.
<b>Overspend / (Underspend)</b>	<b>£477,000</b>	<b>(£800)</b>	<b>(£34,100)</b>	



# Annexe 2

HOUSING REVENUE ACCOUNT - 2009-10 Major Variations to Budget (to the end of September 2009)				
Ok Take note - no action required CMT action required	July Budget Monitoring	After Budget Review Savings	September Budget Monitoring	Reason (Compared to previous monitoring report where figures have changed ▲ up, ▼ down, — no change)
	£	£	£	
<b>Additional Expenditure</b>				
Supervision and Management Special	28,000	28,000	28,000	— Empty Council Tax - budget insufficient for all charges due to long-term empty properties
Negative Subsidy	100,000	100,000	100,000	— Expected RRSL element due to increase in overall rent rebates payable
<b>Loss in income</b>				
Interest on revenue balance	19,000	19,000	19,000	— Reduction in interest rates
Garage rents	12,000	12,000	12,000	— Projected on basis of 25 weeks
<b>Overspends</b>	<b>159,000</b>	<b>159,000</b>	<b>159,000</b>	
<b>Savings</b>				
Capital Finance	-	-	(77,000)	▼ Reduction in interest payable due to falling interest rates and following review for mid-year subsidy return
Training Budget		(15,000)	(15,000)	— Residual departmental budget will not be used
<b>Additional Income</b>				
Dwelling rent income	(85,000)	(85,000)	(85,000)	— Projected on basis of 25 weeks. Continuing good performance on void turnaround times
Heating income	(30,000)	(30,000)	(30,000)	— Projected on basis of 25 weeks. Charges were increased on average by 33% at 1st April and the energy costs budget was increased by 35%
Potential increased fees & charges, sundry rents income		(18,000)	(18,000)	—
<b>Underspends</b>	<b>(115,000)</b>	<b>(148,000)</b>	<b>(225,000)</b>	
<b>Net Underspend</b>	<b>£44,000</b>	<b>£11,000</b>	<b>(£66,000)</b>	



GENERAL FUND CAPITAL MONITORING						
PROJECT TITLE	1 CAPITAL PROGRAMME PROVISION 2009/2010 £	2 SLIPPAGE from 2008/09 Plus Supplementary £	3 TOTAL 2009/2010 CAPITAL PROGRAMME £	4 PAYMENTS to 30th Sept 2009 £	5 FINANCIAL REMARKS	7 Budget Review Savings
<b>FINANCE AND HUMAN RESOURCES PORTFOLIO</b>						
<b>Central Offices</b>						
K1001 Capital Works	90,000	0	90,000	8,151	Budget Review Reductions of £30k relate to PV Panels, Redecoration, Storage and exterior/window works to annex building, these works will not now be undertaken during 2009/2010.	30,000
K1013 Central Offices Power Optimisation Equipment	22,000		22,000	161	A Regulator is to be installed that will control voltage. Quotes are being received and this will be spent over the next few months.	
K1014 Office Accommodation Review Works	50,000		50,000	33,930	Work in this area will progress throughout the year. This includes improvements to Members facilities and quotes are due back for the redecoration costs. The furniture will also be updated. Other work will involve removing partitioning walls and updating.	
K1015 Council Chamber Replacement Conference (Microphone System)		32,000	32,000	30,742	Project approved by Executive & Council in July. Quotes have been received and new system has been chosen. The equipment has been delivered and installed.	
<b>DDA Act Compliance</b>						
K1006 - Central Offices	11,000	0	11,000	475	Central Office DDA works include improving the Bridge Street Access. Other work will involve creating an accessible toilet for the Borough Hall. Works will now be completed next year.	11,000
<b>K1300 - Other Leisure Buildings</b>						
	29,000		29,000	2,491	Other DDA areas include work at Farnham Museum and on Bourne and Woolmer Hill Pavilions. Bourne Pavilion is near completion and access works for Woolmer Hill will take place shortly. This budget will be spent.	
<b>LEISURE</b>						
<b>Sports Centres</b>						
K1301 Client Rolling Programme	110,000		110,000	2,157	Approximately £85k has been committed so far. £66k will be used for works at Cranleigh LC in addition to the major project in order to minimise closure costs. Other work has been committed at The Herons and The Edge.	
K1311 Godalming Leisure Centre Project	100,000		100,000	0	Latest expenditure for 2009/10 still expected to be £100k.	
K1314 Leisure Capital Project Manager	96,000	25,000	61,000	0	This is now part of the overall project cost	
K1315 Cranleigh and Farnham Leisure Centres	3,550,000	0	3,550,000	306,136	The work at Cranleigh LC has now started. The plans for Farnham LC will be submitted in September with a view to start work in November. Latest projections for expenditure in 2009/10 are very close to the amounts within the Programme.	
<b>Recreation</b>						
K1340 Recreation Grounds Improvements	20,000	8,200	28,200	39,710	£8k will be spent on Farnham Town FC bailproof fencing (project, and budget slipped from last year); £4.5k will be used for partnership funding (with the Football Foundation Grant) for new compliant goal posts.	
K1343 Pavilions - Capital Works	20,000		20,000	13,261	Approximately £10k of the budget has been used on Heath End Pavilion as part of Partnership Funding for the refurbishment by Weybourne FC. A further £5k is to be spent. The remaining funds will be used on The Bourne or Woolmer Hill Pavilion.	
K1344 Recreational Facilities for Young People	22,000		22,000	0	Executive have approved plans for this to be spent on Cranleigh Skate Park. The consultation is to start shortly.	
K1345 Playground Replacement Programme	50,000	4,400	54,400	5,369	Executive have approved plans for the remainder to be spent on Mardens Recreation Playground, Farnham. The consultation is to start shortly.	
K1346 Cemeteries - risk assessment headstones	35,000	0	40,000	0	Still awaiting advice from the Institute of Cemetery & Crematoria Management (ICCM) on best approach in light of latest HSE advice. £5k slippage from 8/9; £40k now deferred.	40,000
K1352 Broadwater Lake Spillway	23,000		23,000	0	This project is a continuation from 08/09 due to work best being carried out in the summer months. However, it was reported that this could be a larger project than originally anticipated due to defined regulations and requirements that must be followed.	
K1353 Woolmer Hill Sports ground Car Parking	56,000		56,000	56,311	This project is now complete.	

PROJECT TITLE	1 CAPITAL PROGRAMME PROVISION 2009/2010	2 SLIPPAGE from 2008/09 Plus Supplementary	3 TOTAL 2009/2010 CAPITAL PROGRAMME	4 PAYMENTS to 30th Sept 2009	5 FINANCIAL REMARKS	7 Budget Review Savings
<b>Countryside</b>						
K1373 Stewardship & Habitat Management	7,000		7,000	2,242	The remainder will be spent during the winter.	
K1377 Countryside Site Capital Works	14,000		14,000	3,994	Approx £7k of budget has been committed with the remainder being spent during the Autumn/Winter period.	
K1378 Countryside Health & Safety Works	12,000	1,500	13,500	1,359	Most of the work is due to start during November and will continue throughout the winter.	
K1379 Frensham Visitor Centre Restoration	11,500		11,500	0	Work is due to start during November and will continue throughout the winter.	
K1450 Farnham Park SPA	185,000		185,000	32,898	An updated programme of spend was submitted. Work is underway and will continue throughout the year and include surfacing, fencing & purchase of a new trailer.	
K1451 Town Meadow Enhancement Project	55,000		55,000	0	\$106-funded project. Following consultation with Ward Members, this project is no longer taking place.	
K1452 Weybourne Recreation Drainage	8,800		8,800	550	A Hydrology Survey has taken place and the existing drainage systems have been jettied. The remainder will be spent on sand banding the pitch and work will begin shortly.	
K1453 Grayswood Common Playground	30,000		30,000	0	\$106-funded project. Following consultation with Ward Members, this project is no longer taking place. A recent Executive report has approved that the remainder will be spent on other playground projects in 2010/11.	
K1454 Beacon Hill Recreation Ground (S106)		4,400	4,400	0	New S106/tariff project approved by Executive in July 09.	
<b>Arts</b>						
K1330 Farnham Memorial Hall - Capital Works	10,000		10,000	28	This budget will be spent on Health and Safety improvements during the year. A structural engineer has been on site to assess work required. Designs have been drawn up for access work and tenders are due back in.	
K1390 Farnham Mailings	47,000		47,000	0	The Mailings have undertaken the work and the grant is currently being processed.	
K1381 Museum of Farnham - Capital Works	0	28,000	28,000	0	The budget is slippage from 08/09 for work on the Garden Gallery. This is for the purchase of any new equipment and for final payments due in.	
K1395 Cranleigh Arts Centre	0	4,300	4,300	0	The budget is slippage from 08/09 for the completion of various works at the Arts Centre. The work is taking place in stages.	
<b>PLANNING &amp; MAJOR DEVELOPMENTS</b>						
<b>Planning Delivery Grant</b>						
K1515 Capital works funded from PDG	40,000		40,000	505	There is significant scope to use this PDG for IT-related schemes and for improvements to the office accommodation for the Planning Department.	
<b>EAST STREET AND PROPERTY MANAGEMENT</b>						
K1510 Miscellaneous Properties - Improvement Programme	10,000		10,000	6,740	The budget will be mainly spent on work carried out at Godalming Museum. The majority of the redecoration works are now complete but work is ongoing.	
K1514 Development Consultancy - General	95,000	120,000	215,000	58,966	Demolition of East Street is due to commence shortly.	
<b>HOUSING, PROCUREMENT &amp; E-GOVERNMENT</b>						
K1101 House Renovation Grants-Disabled Facilities	350,000		350,000	165,481	This area is ongoing and is demanded throughout the year.	
K1101 House Renovation Grants-Private Sector Renewals	60,000		60,000	29,358	This area is ongoing and is on target.	
K1110 Central Communications	30,000		30,000	4,097	This budget will be spent on replacing hard-wired alarms with individual alarms, replacing obsolete alarms and supplying alarms to new customers. The first order for £10k has been placed and invoices are due when the equipment arrives.	
K1111 Day Centres	8,000		8,000	0	This budget will be spent on external decoration at both Farncombe and Brightwell Gostrey Day Centres. Improvements will be made during the Autumn.	

PROJECT TITLE	1 CAPITAL PROGRAMME PROVISION 2009/2010	SUPPAGE from 2008/09 Plus Supplementary	3 TOTAL 2009/2010 CAPITAL PROGRAMME	4 PAYMENTS to 30th Sept 2009	5 FINANCIAL REMARKS	7 Budget Review Savings
<b>Electronic Government for Customer Service Implementing Electronic Government ICT Infrastructure Rolling Programme</b>						
K0001 Forward Programme/Legislative Changes	10,000		10,000	5,200	This will be spent throughout the year.	
K0003 Desktop/Server Upgrades	45,000		45,000	25,170	This budget will be spent on implementing iGei thin clients. It was reported that delivery issues are being resolved, all officers have been set up and 100 igelis are expected to be rolled out this year.	
K0004 Network Consultancy/Upgrades	20,000		20,000	6,243	This budget will be spent on implementing MPLS network for The Bury's. This will enable the remote sites to work effectively. This project is underway and will be completed in November.	
<b>Maintain Existing System</b>						
<b>Information Management</b>						
K0223 Cash Receipting/ Payment collection Service	8,000	13,000	21,000	5,527	Additional funding for this project has been agreed. This is to enable the move from Cash Receipting and the budget will be used to implement the Bar coding system for bills/rent. An order has been placed for necessary resources.	
K0231 Government Secure Communications	10,000		10,000	5,100	A controlled connection audit has been carried out by NTA to test the security of our IT equipment. The results are now in with the list of requirements needed to improve security. The remainder of the budget will be used to address these issues.	
K0234 Upgrade Website Forms on Website	15,000		15,000	0	This budget will be spent on implementing new forms package for integration/payments. A new website manager is now in place so this project is progressing. Two suppliers have been identified and a decision needs to be made as to which package is best su	
K0235 Web Service to display Planning Application Information	5,000		5,000	0	The budget will be spent on implementing 'MyServicePlanning' from Northgate - a system to replace plans online and give a better ability to search for them. This has now been installed by Civica and the project should be completed next month.	
K0233 Microsoft Office Software		51,635	51,635	48,966	The Microsoft Office Software has been signed up and the invoice is now in. The project will be rolled out soon. A few more licences will be required so the full amount will be spent.	
<b>Information Management continued</b>						
Security & Infrastructure	20,000		20,000	0	This will be spent 09/10 on improvements to the network. Work is underway and the full budget will be spent.	
Project Management Toolkit	5,000		5,000	0	This will involve implementing a project management structured package which will be used for corporate projects. This is currently progressing and should be completed within 2 months.	
K0234 Flexible Working	19,000		19,000	15,665	Spend will include purchasing Blackberrys and Netbooks to enable flexible working. It also includes significant expenditure on providing additional Citrix licenses.	
Northgate BS7666 Hub	16,000		16,000	0	This is to implement NLPG Hub and it will be covered by PDG Funds.	
K0248 Scanning Equipment - Central	0	22,300	22,300	16,110	Two colour scanners have been purchased and are now installed. £16k has been spent to date and the remaining budget will be used to purchase Adobe licences.	
K0249 Scanning - EDRMS Environmental Health	0	21,000	21,000	7,500	The software is now in and is ready to be installed. It will be set up and implemented by the end of December.	
K0251 Mapping Intranet	0		0	1,079	The invoices for the Mapping Intranet are now in. This expenditure relates to 08/09 scheme but budget is needed here to cover costs incurred.	
K0301 EDRMS (Electronic Records & Man System)	0	35,000	35,000	0	This budget was carried over from 08/09 and will be used to meet contractual commitments.	

PROJECT TITLE	1 CAPITAL PROGRAMME PROVISION 2009/2010	2 SLIPPAGE from 2008/09 Plus Supplementary	3 TOTAL 2009/2010 CAPITAL PROGRAMME	4 PAYMENTS to 31st Sept 2009	5 FINANCIAL REMARKS	7 Budget Review Savings
<b>ENVIRONMENT</b>						
Environmental Health K1201 Contaminated Land	30,000		30,000	1,728	A major site has been identified DEFRA has approved a bid for funding to carry out the necessary works, with Waverley's contribution being the £30k budget.	
K1205 SHIP - Tackling Fuel Poverty	25,000	10,000	35,000	4,739	This project has now been fully agreed and contracts signed. The project is underway and was launched in September. 123 referrals for insulation have been received to date.	
K1206 Air Quality Improvement Works	15,000	0	15,000	0	This project is on hold until a new member of staff is recruited. This will happen in October.	10,000
K1207 Low Carbon Pool Cars (1)	8,000		8,000	0	The vehicle is now on order, with delivery expected shortly.	
<b>Public Conveniences</b>						
K1222 Weyhill PC Structural Work	11,500		11,500	0	A structural survey has been carried out and results are now in. It will cost £35k to bring the PCs up to working order alone not including redecoration costs. An alternative is to have the building demolished and quotes are currently being sought.	
<b>Car Parking</b>						
K1240 Rolling Programme	50,000	0	50,000	10,899	The programme includes installing rain shelters, height barriers, resurfacing and drainage.	26,000
K1241 Parking Equipment Replacement	30,000		30,000	2,240	The spend to date is relating to safety measures. An order has been placed for £20,500 for replacement ticket machines. A laptop is going to be used to interrogate the machines in order to produce statistics and to monitor activity.	
<b>Recycling - Containers</b>						
K1230 - Waste Recycling Containers	20,000		20,000	5,864	An order has been placed and £5k committed. More containers will be purchased throughout the year.	
K1231 - Upgrade Recycling Bring-sites		12,000	12,000	0	This area is looking to work with Car Parks to identify possible new developments. An action plan will be produced on how to enhance and improve recycling facilities/Bring-sites. Possible schemes are being discussed and costs are being identified.	
<b>Bus Shelters</b>						
K1270 Replacement Programme	10,000		10,000	6,722	This relates to a replacement bus shelter at Frensham.	
<b>PARTNERSHIP FUNDING</b>						
Total Capital Programme Expenditure	£5,569,800	£538,935	£6,113,735	£1,054,991		£117,000

**SAFER WAVERLEY PARTNERSHIP - CAPITAL FUNDING FROM SSCF**

**SPECIAL NOTE: NO CARRY OVER ALLOWED - CASH TRANSFER BY 31ST MARCH 2010 OR CASH TO BE RETURNED**

1	10,000	10,000	Anticipated construction will commence late summer/autumn 2009
Contribution towards rebuild of Sandy Hill bungalow			
2 Casualty Reduction Vehicle	5,330	5,330	Contribution towards a Casualty Reduction Vehicle. Van fittings/ivery being finalised.
3 Expansion of the Youth Engagement Scheme (YES)	1,100	1,100	Purchase of dedicated fire appliances.
Car Brake Reaction tester	1,246	1,246	
4 Balance - unallocated funds	7,890	7,890	
<b>Total GOSE Capital Expenditure</b>	<b>£25,566</b>	<b>£25,566</b>	