

**GENERAL FUND - 2012-13 Major Variations to Budget
April to February 2013**

	July	August	September	October	November	December	January	February	Reason (▲ changes up, ▼ down, — no change)
	£	£	£	£	£	£	£	£	
Additional Expenditure									
Museum of Farnham	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	— Service Level agreement, start up costs and building maintenance (£35k staff savings in salaries monitoring)
Office Expenses	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	— Postages - £10k increase in mail costs, £2k increased rent replacement franking machine
Refuse Collection	67,000	67,000	67,000	67,000	67,000	67,000	67,000	67,000	— Collection of food waste weekly - half with refuse
Refuse / Recycling Collection								4,300	▲ CMT has agreed that the additional costs of catch-up collections during the period of adverse weather should be shared equally with Veolia.
Waste Recycling	117,000	117,000	117,000	117,000	117,000	117,000	117,000	117,000	— Mobilisation (start-up) costs
Waste Recycling	28,000	28,000	28,000	28,000	28,000	28,000	28,000	28,000	— Additional contract costs
Community Development			10,000	10,000	10,000	10,000	10,000	10,000	— £10k contribution paid to Godalming Town Council (GTC) for Town Centre manager
Community Development			5,000	5,000	5,000	5,000	5,000	5,000	— M3 LEP
Day Centres			20,000	20,000	20,000	20,000	20,000	20,000	▲ Additional expenditure on Building Maintenance
Development Control			10,000	10,000	10,000	10,000	10,000	10,000	— Undershaw Hotel claimants costs (Supplementary estimate approved)
Development Control			15,000	15,000	15,000	15,000	15,000	15,000	— Legal fees from Undershaw Hotel Hindhead Judicial Review (Supplementary estimate approved)
Development Control			80,000	80,000	80,000	80,000	80,000	80,000	— Projected overspend on specialist consultants to advise on technical aspects of planning applications - virement requested from overall underspend.
Waverley Training Services			80,000	80,000	80,000	80,000	80,000	80,000	— Additional Staffing to achieve additional income
Cemeteries			5,300	5,300	5,300	5,300	5,300	5,300	— Overspend on contract variations, including additional work required at Bramley cemetery.
Loss in Income									
Animal Control			15,000	15,000	15,000	15,000	18,000	18,000	— Net forecast under achievement of income due to fewer pests.
Special Refuse							9,000	9,000	— Significantly reduced demand for service. A result of a review of the future of this service is required.
Car Parks	20,000	15,000	15,000	35,000	45,000	50,000	70,000	77,000	▲ Projected shortfall of income.
Development Control	0	15,000	15,000	40,000	30,000	30,000	50,000	50,000	— declining trend despite fee increase from 22.11.12
Supporting People			50,000	50,000	50,000	50,000	50,000	50,000	— Grant reduction - confirmed - partly offset by sheltered housing staff reductions - included in staff budget monitoring
Cemeteries							7,000	7,000	— Forecast shortfall in income for current year.

Annexe 1

GENERAL FUND - 2012-13 Major Variations to Budget April to February 2013

	July	August	September	October	November	December	January	February	Reason (▲ changes up, ▼ down, — no change)
Building Control	20,000	50,000	26,000	26,000	26,000	20,000	26,000	26,000	— Shortfall in income and the budgeted secondment to Mole Valley BC did not go ahead as planned. Some income has been achieved from Decent Homes work for HRA. However, significant savings have been made in the staffing budget, which will be reflected in reduced recharges to Building Control at year end. These savings are initially accounted for as part of the staff savings figures for the year.
Sub Total	27,000	314,000	195,000	540,000	540,000	539,000	609,000	627,000	
Additional Income									
Interest	(140,000)	(140,000)	(140,000)	(140,000)	(140,000)	(140,000)	(140,000)	(140,000)	— Additional interest generated on internal £5m GF loan to HRA to reduce external borrowing for self-financing
Car Parks	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	— Payment received for High Street, Haslemere agreement
Land Charges	(80,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(130,000)	(130,000)	— Net anticipated additional income
Waste Recycling	(67,000)	(67,000)	(67,000)	(67,000)	(67,000)	(67,000)	(67,000)	(67,000)	— Collection of food waste weekly - half with Refuse
Waste Recycling	(120,000)	(120,000)	(85,000)	(85,000)	(85,000)	(65,000)	(40,000)	(30,000)	— Additional Recycling Credit from improved volumes
Waste Recycling			(5,000)	(5,000)	(5,000)	(5,000)	(15,000)	(15,000)	— Fees and Charges - Green Waste
Waverley Training Services			(80,000)	(80,000)	(80,000)	(130,000)	(130,000)	(166,000)	— Additional income - £80k used to meet additional staffing
Legal Fees					(10,000)	(10,000)	(10,000)	(10,000)	— Additional anticipated income
Careline							(12,500)	(12,500)	— Additional income
Savings									
Inflation Provision			(77,000)	(77,000)	(77,000)	(77,000)	(75,000)	(75,000)	— Unallocated balance - all major inflation items identified
Street Cleaning			(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	— Agreed enhancement to contract will not commence until January
Godalming Leisure Centre	(48,000)	(48,000)	(61,500)	(61,500)	(61,500)	(61,500)	(61,500)	(61,500)	— Arising from early opening
Leisure Centres					(27,150)	(27,150)	(27,150)	(27,150)	— Savings on excess energy provision 2011/12
Audit					(30,000)	(30,000)	(30,000)	(30,000)	— Grant Thornton estimated saving for external audit fees
Other Planning Services					(15,000)	(15,000)	(15,000)	(15,000)	— Local Development Framework underspend
Other Planning Services							(13,000)	(13,000)	— Ordnance Survey Mapping Service is now free.
Recreational Open Space						(13,000)	(13,000)	(13,000)	— Contract savings to be used to pay for contract compliance officer post
Sub Total	(470,000)	(573,000)	(773,500)	(773,500)	(855,650)	(998,650)	(857,150)	(883,150)	
Net Major Variations	(199,000)	(259,000)	(278,500)	(233,500)	(315,650)	(359,650)	(247,850)	(255,550)	
Net Other Variations	(280)	(280)	7,240	7,240	1,650	1,650	(8,850)	(8,850)	
Staff Savings Target							(45,000)	(45,000)	Over achievement of target (net of savings required to meet service targets).
overspend / (underspend)	(£199,280)	(£259,280)	(£271,260)	(£226,260)	(£314,000)	(£338,000)	(£301,700)	(£309,400)	
Approvals:									
Air Quality Posts		£10,000	£10,000	£10,000	£10,000	£10,000	£10,000	£10,000	— Executive 2/10/12 - virement to cover additional staffing
Weyhill Car Park		£21,500	£21,500	£21,500	£21,500	£21,500	£21,500	£21,500	— Executive 2/10/12 - £1,500 approved, £20k earmarked
Planning Fee Income		£30,000	£30,000	£30,000	£30,000	£30,000	£0	£0	— provision incorporated with shortfall figures from January
Local Land Charge IT system						£30,250	£30,250	£30,250	— Executive 8 January 2013
Contract Compliance Post						£13,000	£13,000	£13,000	— Executive 8 January 2013
Balance of (underspend)	(£197,780)	(£209,780)	(£209,780)	(£164,760)	(£252,500)	(£293,250)	(£226,950)	(£234,650)	

PROJECT MONITORING GROUP - GENERAL FUND

PROJECT TITLE	1 WBC FUNDING 2012/13	2 EXTERNAL FUNDING 2012/13	3 Approved Changes	4 TOTAL PROGRAMME	5 Payments & Committed to date	6 FINANCIAL REMARKS	7 Projected 2012/13 Under/(Over) spend	8 Slippage Into 2013/14
	£	£	£	£	£		£	£
PLANNING SERVICES								
K1487 The Castle Steps (S106)		12,500		12,500	0	£12,500 funding from PIC monies approved, Farnham castle leading project. Works to start in Autumn 2013. Monies expected to be spent by March 2014.		12,500
K1487 Bench at Cranleigh (S106)		580		580	580	Complete.		
COMMUNITY SERVICES								
K1110 Central Communications - Caroline	30,000		26,000	58,000	29,477	Project on programme. Additional programme approved by Executive 5/2/13.	(26,000)	
K1111 Day Centres	10,000			10,000	180	Complete, waiting for invoices.		
Leisure Strategy								
K1100 Farnham Sports Centre		6,500		6,500	0	£6,500 held back until small defect items are dealt with. Will be spent this financial year.		
K1311 Godalming Leisure Centre	1,850,000	63,904	1,047,594	2,961,498	5,336	Opened 30th July 2012. Savings including contingency should exceed £400,000 but some invoices still to go.	420,000	660,000
K1320 The Herons Leisure Centre	700,000		20,000	720,000	0	Budget for surveys and initial consultation. £20,000 supplementary estimate approved by the Executive 5/1/12.		
Sports Centres								
K1307 Client Rolling Programme	56,000			56,000	0	Project on programme. Plans to spend full budget.		
K1308 Client Rolling Programme - Coningsby	25,000		15,610	40,610	189	No further demands on budget at the moment.		
K1309 Client Rolling Programme - The Herons		80,000	60,000	140,000	0	Will be spent on necessary health & safety works, rest to be allocated to other projects.	40,420	139,500
K1308 Spinning Bikes (S106)		1,500		1,500	1,500	Complete.		
Countryside								
K1370 Linnas Land Fencing	3,000	927		3,927	384	£327 grant to be received. Works completed, waiting for invoices.	(800)	
K1377 Wood Fuel Boiler	12,000			12,000	0	Wood burner installed, waiting for invoices.	6,000	
K1378 Countryside Equipment		13,500		13,500	3,500	Additional budget approved by Executive 5/2/13.	(13,500)	
K1378 Reine Frensham Dam Slew Pond Culvert	20,000			20,000	1,200	Awaiting technical guidance for best solution, project likely to slip into 2013/14.		18,800
Arts								
K1305 Farnham Millings Brick Restoration	35,000			35,000	34,166	Works complete. Waiting for final grant claim.		
K1306 Memorial Hall High Level heater modifications		4,800		4,800	4,556	Complete.		
Recreation								
K1303 Pavilions-Capital Works	30,000			30,000	0	Complete. Waiting for invoices.	(11,165)	
K1304 Recreational Facilities for Young People	50,000	28,000		78,000	2,403	Budget for Farnham skate park - sending out PPCs, unlikely to spend full budget in year. SITA funding bid unsuccessful.	6,000	75,600
K1305 Playground Replacement	194,000	64,884		258,884	20,779	£14.7k creditor - Elbe - Canon Bowring, Money Rd, The Charities, Hale Rec relations. Extra £34k S106 funding approved. Have placed orders, plan to start in March 2013.		238,000
K1304 Phillips Memorial Garden Improvement Programme	14,670	29,430	99,100	143,200	8,843	£3.3k creditor - Deekes & Steer, £62.7k to be spent this year, rest to slip. Cloister works complete, waiting for invoices. Works to be carried out over winter.		80,500
K1309 Parks Infrastructure works and DDA improvements	60,000			60,000	60,075	Waiting for invoices.		
K1309 Parks Signage	10,000			10,000	2,490	Broadwater park to look for Green flag accreditation which may require new signage.		
K1340 Recreation Ground Improvements	35,000			35,000	35,498	Have ordered new bins.	(500)	
K1308 Bruce Mackenzie Memorial Field (S106)	4,448	4,448		8,896	4,448	Complete.		
K1309 Playing Pitch Strategy (S106)	9,923	9,923		19,846	10,623	Complete. Looking to fund overspend from S106.	(700)	
K1309 Play Area Strategy (S106)	5,000			5,000	5,000	Funded from S106 funds.		
ENVIRONMENTAL SERVICES								
K1309 Public Conveniences	10,000	(6,000)		4,000	0	Cranleigh PC has transferred. Rest of budget held for works relating to possible Tilford PC transfer to Tilford Institute.		
K1309 Rolling Programme								
Environmental Health								
K1309 Tackling Fuel Poverty in Waverley	20,000			20,000	12,027	Reactive programme. Waiting for quote for a park home, will spend rest of budget.		
K1308 Air Quality Monitoring	20,000	14,000		34,000	14,000	Funded from DEFRA grant received in 2011/12, and held in working balance.		
K1307 Contaminated Land					19,971	Indicative programme as dependent on Weydon Lane results. New contaminated land strategy approved and studies are underway.		
Refuse Collection								
K1307 Upgrade Recycling Bins	6,000			6,000	5,212	Works complete. Currently occupying car parking spaces so moves may use last of budget.		
K1308 Street Litter Bins	12,540			12,540	10,523	Most installed, will spend full budget.		
K1308 Contract Modification		8,956	110,000	118,956	122,240	Received rebate from sale of recycling bins. Rest of project funded from revenue budget.		

PROJECT TITLE	1 WBC FUNDING 2012/13	2 EXTERNAL FUNDING 2012/13	3 Approved Change	4 TOTAL PROGRAMME	5 PAYMENTS COMMITTED TO DATE	6 Committed	6 Payments & Committed to date	6 FINANCIAL REMARKS	Project 2012/13 Under/Over Budget	Annexe 2 Shippage Info 2013/14
Car Parks										
K140 Rolling Programme	35,000		(2,000)	33,000	17,937	0	17,937	Works at Wagon Yard & Weydown Road car parks. £7k to be spent on works at Central car park. Budget will be spent in full. £2000 to be spent on lighting efficiency improvements		
K134 Parking Equipment Replacement	24,000			24,000	5,814	9,400	19,314	Parts for machines. Will need to replace pedestals.		
K140 Farmers Lane	30,000			30,000	6,562	0	6,662	Complete.		23,340
K140 Weydown Road - CCTV	20,000			20,000	0	0	0	Will not spend whole budget, currently negotiating with the Police.		8,000
K140 North Street, Farmcombe - resurfacing and drainage	20,000			20,000	9,763	634	20,377	Works complete, small retention.		(380)
K140 Village Way Extension	77,000			77,000	0	0	0	Project not going ahead.		77,000
K140 Meadow - Resurfacing	30,000			30,000	53,499	551	24,042	Works complete, small retention.		5,860
K140 Weyhill car park - refurbishment	342,000		1,500	343,500	163	0	852	Project on hold, £1,500 from revenue underspends approved by the Executive 27/10/12 for consultation.		
K140 Lighting Efficiency - Village Way & Chestnut Avenue		1,000	18,600	19,600	5905	14,180	14,780	Approved by the Executive 9/11/13. Order has been placed.		(15,000)
HOUSING										
House Renovation Grants	248,000	317,000		565,000	518,655	44,136	428,000	Dependent on bids.		139,000
K100 Disabled Facilities		18,374		18,374	0	0	0	Grant repayments received.		
K100 Private Sector Renewals										
SPECIAL PROJECTS										
K181 Riverside	234,000		198,000	432,000	12,472	2,500	14,972	Works dependent on CPO. £198,000 2013/14 funding brought forward for pre-construction works. Have secured LEP funding.		
CUSTOMER, IT AND OFFICE SERVICES										
Miscellaneous Properties										
K112 Development Consultancy - Blightwells	132,000			132,000	175,570	37,812	111,142	Maintenance of Redoubt Theatre. Travel fees and project officer.		
K119 CPO - provision for Public Equality Costs	100,000			100,000	1,939,559	1,198	105,096	Latest estimate of costs is £140,000.		(6,000)
K138 Depot access improvements	20,000		20,000	20,000	5,242	1,124	4,548	Approved by the Executive 27/10/12. Some expenditure may slip into 2013/14.		
Central Offices	100,000	10,850		110,850	69,306	5,255	70,604	Invoices to come in.		
K100 Improved Working Environment										
Disability Discrimination Act Compliance	10,000			10,000	1,000	0	1,000	Works planned at Broadwater Park to be carried out in March.		
K100 DDA Compliance Works Provision										
ICT Infrastructure Rolling Programme	10,000	37,007		47,007	20,045	0	40,045	Works carried out on ATLAS.		(2,100)
K100 Forward Programme/Legislative Changes	25,000			25,000	27,188	0	27,188	Currently rolling out Gals. Works being carried out on server environment.		(13,171)
K100 Desktop/Server Upgrades	25,000			25,000	0	0	38,171	Overpend to be met from telephone budget as agreement includes Microsoft Lync.		
K100 Microsoft Office Enterprise Agreement										
System Migration Upgrade	20,000			20,000	2,0163	0	20,163	Complete.		(160)
K100 Legal case management & time recording system										
K100 Wi-Fi for The Buns										
Information Management	10,000			10,000	15,520	0	15,520	Project approved by the Executive 4/9/12. System live, training invoices due.		(15,800)
K100 Network Upgrade & Flexible Working	20,000			20,000	15,800	0	7,805	Project approved by the Executive 4/9/12. Works complete.		
K100 Records Scanning										
K100 SAN replacement	50,000			50,000	2,235	0	2,235	Project dependant on success of Surrey Data Centre.		40,000
K100 Shared Services & Hosting	10,000			10,000	984	0	984	Project not going ahead.		
K100 Office Document Management	20,000			20,000	15,821	0	15,821	Waiting for final invoices.		
K100 Office Access for Planning Documents		6,500		6,500	3,500	0	3,500	Works complete.		
K100 Replacement Telephone system	250,000			250,000	17,384	0	17,384	200 phones rolled out to complete roll out in February 2013.		120,000
K100 Scanning & Workflow - Environmental Health			35,240	35,240	15,799	0	15,799	Works complete, invoices to be processed.		
K100 HR/Payroll system			2,500	2,500	735	0	735	Consultancy costs for mileage and expenses module implementation, CHIT approved		1,765
K100 Environmental Services contact manager								Agreement from vacancy factor 11th July 2012.		
K100 Enhancement of M3 Licensing system			6,700	6,700	6,300	0	6,300	LLPG synchronisation work from 2010/11, no creditor.		(5,300)
K100 Consultation Portal Software		9,750		9,750	9,750	0	9,750	Project approved by the Executive 4/9/12. Complete.		
K100 Website dev checker			1,700	1,700	1,700	1,700	1,700	Project approved by the Executive 9/11/12. Complete.		
K100 SI Dem Software			9,000	9,000	9,000	9,000	9,000	Approved by the Executive 9/11/13.		(8,000)
K100 Local Land Charges			30,250	30,250	0	0	0	Approved by the Executive 9/11/13.		30,250
ORGANISATIONAL DEVELOPMENT										
K100 Backstage	15,000			15,000	0	0	0	To relaunch using SharePoint, currently looking at different products.		15,000
K100 Jada Mobile Web Platform	5,000			5,000	5,388	0	5,388	Complete.		(988)
PARTNERSHIP FUNDING										
PROVISION FOR EMERGENCY SCHEMES	150,000		9,000	159,000	9,000	9,000	9,000	Hambleton FC - Football Foundation grant claim received.		
Total Project Expenditure	£5,215,210	£717,433	£4,716,194	£7,648,637	£3,756,092	£221,372	£3,989,464			£1,639,650
Capitol Project Programme	4,882,210	585,804	1,582,584	6,810,598	2,888,074	147,031	3,415,725			
Revenue Project Programme	533,000	116,829	183,610	833,239	499,639	69,241	568,730			
Total Project Programme	£5,215,210	£717,433	£4,716,194	£7,648,637	£3,756,092	£221,372	£3,989,464			

Key to Funding Source	Shippage from 2011/12	Funded from Provision for Emergency Schemes	Funded from elsewhere
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HOUSING REVENUE ACCOUNT - 2012-13 Major Variations to Budget											
	July	August	September	October	November	December	January	February		Reason	
	£	£	£	£	£	£	£	£			
Additional Expenditure	38,000	38,000	38,000	38,000	38,000	38,000	38,000	45,500	▲	Charges for 2012-13 in excess of £50k budget. Some refunds will be due for properties disposed before end of year.	
Council Tax on Empty Properties								5,700	▲	Estimate based on previous actual.	
Property Insurance		5,700	5,700	5,700	5,700	5,700	1,500	1,500	▲	Specialist advice taken re Gas Contract. Cover overspend from General Management consultancy.	
Maintenance Consultancy		1,500	1,500	1,500	1,500	1,500	20,000	15,500	▲	Riverside replacement carpets see Oct Report	
Sheltered Schemes					20,000	20,000		4,500	▲	Parker bath - replacement used by community centre for assisted baths.	
Sheltered Schemes											
Loss In Income	80,000	90,000	90,000	90,000	90,000	110,000	110,000	120,000	▲	Potential shortfall based on 37 weeks debit. This reduction is partly due to the early completion of decommissioning Wey Court, and increased number of voids and surge in RTB sales	
Dwelling rents and service charges			90,000	90,000	90,000	110,000	110,000	120,000	▲		
Court Costs reimbursed			26,000	26,000	26,000	26,000	26,000	26,000	▲	Court costs are the last call on the repayments, at September £1,800.	
Garage Rents								(10,000)	▲	Rent loss due to voids	
Garage Rents											
Savings	(1,942,000)	(1,942,000)	(1,942,000)	(1,942,000)	(1,942,000)	(1,942,000)	(1,942,000)	(1,942,000)		Costs in approved budget were much higher than final approved business plan. Funds will be transferred to Affordable housing/stock improvement reserves.	
Capital Financing Costs											
Sewerage collection			(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)		Spend to save investment which has resulted in fewer collections required.	
Cyclical Repairs							(310,000)	(310,000)		Due to a delay in setting up a new programme of non essential surveys and inspections.	
Community Safety							(10,000)	(10,000)		Insufficient projects identified this year.	
Tenancy Management							(3,000)	(3,000)		Saving in printing budget	
Electricity							20,000	20,000	▲	Assumed saving allowing for extra cost in Feb and March.	
Telephones								(10,000)	▲	General Bill reduction.	
Additional Income	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)		The HRA will have higher balances in the short/medium term that will generate more investment income	
Interest receivable										Commission based on value of water rate debit	
Water Rates Commission		(7,000)	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)			
Water Rates Commission											
Underpends	(2,029,000)	(2,029,000)	(2,029,000)	(2,029,000)	(2,029,000)	(2,029,000)	(2,029,000)	(2,029,000)			
Net Major Variations	(1,864,000)	(1,873,800)	(1,857,800)	(1,857,800)	(1,837,800)	(1,817,800)	(2,140,300)	(2,140,300)	▼	see HRA paragraph 14	
Possible staff budget overspend		90,000	47,000	85,000	48,000	60,000	60,000	153,000			
Overspend/Underpend	(5,933,000)	(5,173,500)	(4,181,000)	(4,172,300)	(3,473,800)	(2,176,800)	(2,208,800)	(2,208,800)			

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