

Canada Water Library

Appendix 5

Budget forecast for Canada Water related revenue costs July 10 to June 11

Cost description	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Comments
Book Stock	50000	50000	50000	50000	50000	50000	50000	50000	50000	50000	0	0	500000	
Library Manager post- recruitment & salary	0	3500	0	0	3833	3833	3833	3833	3833	3833	3833	3833	34167	
Events & Programming mngr- recruitment & salary	0	3500	0	0	3583	3583	3583	3583	3583	3583	3583	3583	32167	
Librarians, Asst Library manager, Support Officer	0	0	0	0	5000	0	0	0	0	13167	13167	13167	44500	
All of the rest of the staff	0	0	0	0	0	0	0	5000	0	0	0	57917	62917	
Café procurement- advertising / legal / admin	0	5000	3000	0	0	0	0	0	0	0	0	0	8000	
Comms & Marketing	0	0	0	0	0	0	5000	5000	5000	5000	5000	5000	30000	
Rotherhithe Libr decommissioning & closing costs	0	0	0	0	0	0	0	0	0	0	0	20000	20000	Removal of stock, furniture & fittings, decomm of IT, security, storage, etc.
Training	0	0	0	0	0	0	0	0	0	0	0	10000	10000	
Total:	50000	62000	53000	50000	62417	57417	62417	67417	62417	75583	25583	113500	741750	

Key milestones

Book stock- monthly spend required to purchase complete range of stock and get it supplied and processed in time for opening. Selection needs to begin in July 2010 to meet deadlines.
Recruitment of 2 keys managerial posts needs to begin in November so that post holders can work on run up programmes for opening and getting the learning and performance space programming established.
Recruitment of the remaining staff team needs to be from November to Feb so that all levels of staff are in post for June to assist with getting library ready and to be fully trained up for the opening. They can also help with closure of Rotherhithe.
Café procurement needs to start now as long process and successful bidder has to do fit out.