

# Budget 2021/22

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## **FOREWORD BY THE HEAD OF FINANCE & REVENUES**

### **Introduction**

This Budget Book has been produced to provide information to the public, Councillors and officers on the Council's finances for 2021/22 in a concise form and an easily usable format. If you have any comments on the contents or presentation of this document, or if you would like more information on the Council's budget, then either I or a member of the Accountancy team would be pleased to help. For details of how to contact Finance staff please refer to the table on page 1.

### **Budget Strategy – 2021/22**

The Constitution sets out the process for the completion of the Council's estimates. The Cabinet is responsible for consulting on the budget proposals and preparing the budget for recommendation to the Council.

The first stage of the process involved the completion of a financial strategy in the autumn of 2020. This determined the key priorities for the coming year's budget and established the financial principles on which the budget would be based. The Council's key priorities are set out in detail in the Council's Corporate Plan.

In order to produce an initial Budget Forecast for 2021/22, the 2020/21 budget was 'rolled forward' to take account of inflation and any changes in the base level of expenditure and income.

Around this time all Heads of Service went through the Corporate Challenge process in which the Head of Service, with the two Corporate Directors and Head of Finance, reviewed all areas of each Service's budget and looked for options to reduce net expenditure.

Budget holders were also tasked with reviewing the impact of coronavirus on their expected income and expenditure for the coming year. This has proved to be a particularly difficult task as it is still unknown to what extent, and when, major income streams will return to expected levels.

The Overview and Scrutiny Committee's Budget Panel scrutinised the progress of the budget setting process at meetings on 19th October 2020 and 11th January 2021.

A budget update report was received by Cabinet on 13th January 2021 before the final budget proposals were presented on 10th February 2021.

The Council has been able to meet its legal requirement to set a balanced budget for the 2021/22 financial year. To achieve this, it has increased its Council Tax charge by £2.50, making the band D charge for 2021/22 £148.91, and by taking a draw from revenue reserves of £142,000.

The recommended budget was debated and subsequently approved by Council on 26th February 2021. A diagram setting out the full Budget Cycle is set out on page 5.

## **Estimates 2021/22**

The result of the budget exercise was to produce a Council Tax Requirement of £9.589M for the General Fund. The overall General Fund Summary is shown on pages 9 and 10.

A proportion of this spending relates to activities in the parish of Andover. The Council receives income from a Special Expenses Levy paid by Council Tax payers in the area to meet these costs. The amount to be charged in 2021/22 has been reduced to £20.12 for a band D property. This will provide a contribution to the General Fund of £333,348 in the year.

## **Capital Programme**

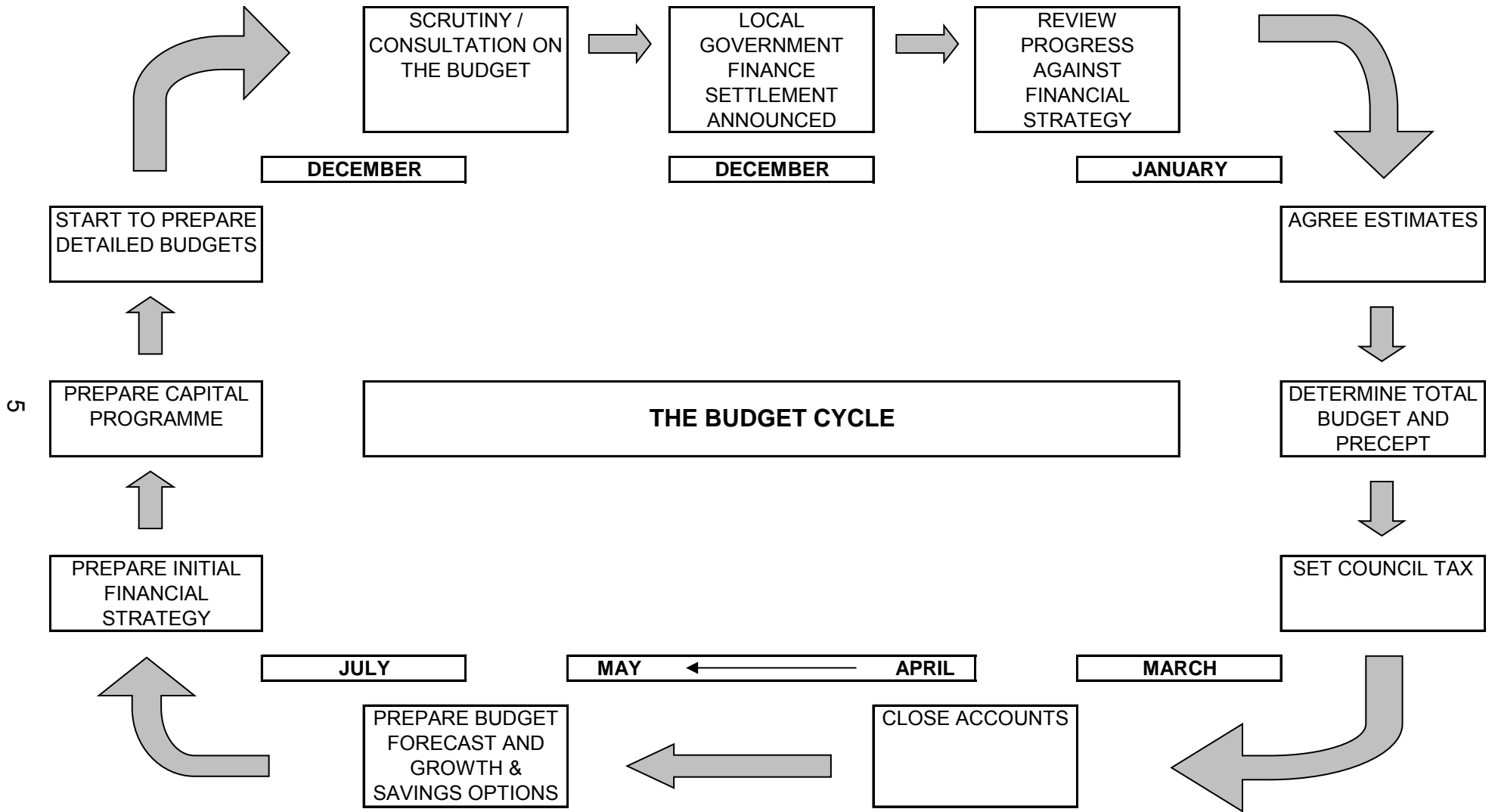
The Council's capital spending proposals are set out on pages 171 to 182 and include new schemes which are designed to take forward the Council's main priorities.

## **Summary**

The budget preparation for 2021/22 was particularly influenced by the impacts of coronavirus across the breadth of Council services and continued delays to the way that business rates are accounted for. Setting a balanced budget for 2021/22 is a huge achievement. Maintaining a balanced budget over the coming years will be a significant challenge.

The completion of the budget is the result of much hard work by Councillors and officers from all Services, together with the dedication of the Finance & Revenues staff who have once again completed a very successful estimates process. I express my appreciation and thanks to all of those involved.

Carl Whatley FCCA  
Head of Finance & Revenues, March 2021





**GENERAL FUND  
REVENUE INFORMATION  
2021/22**





## GENERAL FUND SUMMARY

The General Fund is the account through which all of the Council's day to day activities are financed. The majority of the Council's final accounts are prepared from General Fund transactions including the Comprehensive Income & Expenditure Statement and the Balance Sheet.

	<b>Actual</b> <b>2019/20</b> <b>£'000</b>	<b>Original</b> <b>Estimate</b> <b>2020/21</b> <b>£'000</b>	<b>Forecast</b> <b>2020/21</b> <b>£'000</b>	<b>Original</b> <b>Estimate</b> <b>2021/22</b> <b>£'000</b>
<b>Service Requirements</b>				
Chief Executive's	0	0	0	4
Community & Leisure	3,285	2,183	6,107	4,367
Environmental Service	5,996	5,374	5,488	5,687
Finance & Revenues	1,838	1,584	1,729	1,577
Housing & Environmental Health	2,651	3,920	3,196	4,080
I.T.	0	0	0	0
Legal & Democratic	4	0	3	64
Planning & Building	2,907	2,052	2,689	2,265
Planning Policy & Economic Development	1,072	1,080	1,429	1,561
Property & Asset Management	(3,966)	(6,073)	(4,448)	(5,113)
Strategy & Innovation	0	0	(1)	(5)
<b>Net Cost of Services</b>	<b>13,787</b>	<b>10,120</b>	<b>16,192</b>	<b>14,487</b>
<b>Other Requirements</b>				
Benefits	(208)	(200)	(124)	(200)
Corporate & Democratic Core	2,141	2,045	2,050	2,124
	<b>15,720</b>	<b>11,965</b>	<b>18,118</b>	<b>16,411</b>
<b>Corporate Requirements</b>				
Contingency Provision	0	441	139	331
Depreciation & Capital Costs	(6,316)	(5,250)	(5,089)	(5,058)
Investment Income & Borrowing Costs	(595)	(475)	(244)	(86)
Minimum Revenue Provision	187	191	191	196
Other Government Grants	(2,229)	(2,183)	(13,197)	(3,568)
New Homes' Bonus	(3,788)	(3,561)	(3,561)	(2,568)
Provision for NDR Surplus 'levy'	2,001	2,120	2,120	2,025
100% Retention of NDR from Renewable Energy	(437)	(420)	(420)	(398)
Year End Write Offs	0	0	0	0
<b>Net General Fund Expenditure</b>	<b>4,543</b>	<b>2,828</b>	<b>(1,943)</b>	<b>7,285</b>
Transfer to Earmarked Reserves	2,265	3,990	8,696	(5,114)
Transfer to Asset Management reserves	1,402	2,217	1,918	1,600
Transfer to Capital Reserves	3,088	2,503	2,867	2,116
Transfer to General Fund balances	604	0	0	0
<b>GENERAL FUND REQUIREMENTS</b>	<b>11,902</b>	<b>11,538</b>	<b>11,538</b>	<b>5,887</b>

## GENERAL FUND SUMMARY (Cont)

	Actual 2019/20 £'000	Original Estimate 2020/21 £'000	Forecast 2020/21 £'000	Original Estimate 2021/22 £'000
<b>GENERAL FUND REQUIREMENTS</b>	<b>11,902</b>	<b>11,538</b>	<b>11,538</b>	<b>5,887</b>
Locally Retained Non-domestic Rates	(4,576)	(4,897)	(4,897)	(5,041)
Parish Precepts on Collection Fund	1,598	1,717	1,717	1,763
Share of Collection Fund Surplus / (Defici	(55)	1,003	1,003	6,980
<b>COUNCIL TAX REQUIREMENT</b>	<b>8,869</b>	<b>9,361</b>	<b>9,361</b>	<b>9,589</b>
<b>Financed by</b>				
General Expenses	6,924	7,299	7,299	7,493
Parish Precepts	1,598	1,717	1,717	1,763
Special Expenses	347	345	345	333
<b>SUMMARY OF COUNCIL TAX REQUIREMENT</b>	<b>8,869</b>	<b>9,361</b>	<b>9,361</b>	<b>9,589</b>

## DEFINITION OF HEADINGS IN THE GENERAL FUND SUMMARY

### **Service Requirements**

This represents the net requirements (expenditure less income) for each of the Council's services. The sums shown for each service are the same as the totals on the summary page for each service within the detailed estimates.

### **Contingency Provision**

A contingency sum is provided to cover those items where the estimated costs are not yet fully known. It also provides central funds for things that may or may not happen (e.g. projected losses of income or legal fees in respect of appeals against the Council).

### **Depreciation & Capital Costs**

Where Services use a Council owned asset to deliver their Services, the depreciation is charged as a cost to the Service. Similarly, capital expenditure incurred by the Council that does not generate a new asset (e.g. capital grants) is also charged to the Service making the payment.

These costs are shown within the Net Cost of Services, however, they should not be borne by the Council Taxpayer. To ensure this, they are credited out of total expenditure on this line.

### **Investment Income & Borrowing Costs**

This represents the income generated from the Council's cash investments, offset by any borrowing costs the Council may incur to cover day-to-day operating activities. It is anticipated the Council will have an average cash investment portfolio of £60M throughout the year.

### **Minimum Revenue Provision**

There is a statutory requirement to make an annual provision for the repayment of external borrowing.

### **Other Government Grants**

The Council may receive grants from the Government towards expenditure incurred. An example is the Small Business Rate Relief.

### **New Homes' Bonus**

The Council receive a grant from the Department for Communities and Local Government equivalent to approximately 80% of the Council Tax bill for each new residential property built for a five year period. The amount received will be transferred to an earmarked reserve and spent in accordance with the approved Budget Strategy.

### **Provision for NDR surplus 'Levy'**

The Council is forecasting growth in Business rates. 50% of this amount is due to the Government as a levy, so a provision is made for this amount.

### **100% Retention of NDR from Renewable Energy**

The Council is entitled to retain the full amount of Business Rate income from Renewable Energy Schemes within the borough.

### **Transfer to / from Earmarked Reserves**

Aside from General Fund reserves available to the Council for any purpose, the Council has earmarked reserves put aside for specific purposes and transfers are made to / from these reserves as required.

#### **Transfer to Asset Management Reserve**

The Council maintains a reserve to meet the costs of repairing properties and replacing life expired items of plant and machinery. The net transfer to or from this reserve represents the difference between the expected revenue expenditure in the year on these items and the amount being placed in the reserve to finance them.

#### **Transfer to Capital Reserves**

Some projects included in the Council's Capital Programme have been approved on the basis that they will generate revenue savings. In order to fund the initial outlay the initial savings are harvested and re-instated to capital resources.

#### **Transfer from General Fund balances**

The Council maintains revenue reserves to deal with any unforeseen expenditure that may arise during the year. General reserves are held at £2.6M which is the prudent minimum level recommended by the Head of Finance. This balance is expected to remain unchanged throughout 2021/22.

#### **Locally Retained Non-Domestic Rates**

Since 2013/14 Councils have retained an element of the Non-Domestic rates they collect. The government has set a base level that it believes the Council should be able to collect and based on this figure set a budget for the Council to retain. The Council will also retain a share of any additional income collected but also bear the cost of reductions in business rates if the amount collected is lower than budgeted.

#### **Parish Precepts on Collection Fund**

In addition to the charge made by Test Valley Borough Council, most properties in the Borough will also receive a charge from their parish council. The total charge precepted by parish councils is shown on this line.

#### **Share of Collection Fund Surplus / (Deficit)**

The Collection Fund is a separate account through which all Council Tax and Business Rates are collected. Where the amount collected in any year exceeds the amount budgeted there is a surplus in the Collection Fund. This is then distributed to the major preceptors in the following year. Where the amount collected is lower than the amount budgeted, there is a deficit in the Collection Fund. This is then collected from the major preceptors in the following year.

#### **General Expenses**

All properties are charged a General Expenses precept for the services provided by the Borough Council. The amount of the charge is determined by the property's band which is set according to the property value.

#### **Special Expenses**

The Council carries out some duties in Andover that are carried out by Parish Councils in other parts of the Borough. These duties include managing sports grounds, playgrounds, cemeteries and public halls. The costs associated with these expenses are charged to residents of Andover as a Special Expenses Levy.

## GENERAL FUND SUBJECTIVE SUMMARY

This summary shows a breakdown of the Council's budget, as shown on page 9, by class of expenditure.

	<b>Actual 2019/20 £'000</b>	<b>Original Estimate 2020/21 £'000</b>	<b>Forecast 2020/21 £'000</b>	<b>Original Estimate 2021/22 £'000</b>
<b><u>Expenditure</u></b>				
Employee Costs	21,444	19,865	19,747	20,513
Premises Costs	5,352	4,506	4,851	4,532
Transport Costs	2,067	1,816	1,805	1,820
Supplies & Services	7,814	6,896	9,435	7,610
Contract Costs	789	636	542	536
Transfer Payments	22,917	31,155	21,160	19,111
Support Service Costs	16,647	13,947	14,186	14,094
Capital Financing	6,316	5,250	5,089	5,058
<b>Total Expenditure</b>	<b>83,346</b>	<b>84,071</b>	<b>76,815</b>	<b>73,274</b>
<b><u>Income</u></b>				
Fees, Charges & Government Grants	(50,979)	(58,159)	(44,511)	(42,769)
Recharge Income	(16,647)	(13,947)	(14,186)	(14,094)
<b>Total Income</b>	<b>(67,626)</b>	<b>(72,106)</b>	<b>(58,697)</b>	<b>(56,863)</b>
<b>Net Cost of Services</b>	<b>15,720</b>	<b>11,965</b>	<b>18,118</b>	<b>16,411</b>
Depreciation reversal and capital charges	(6,316)	(5,250)	(5,089)	(5,058)
Investment Income & Borrowing Costs	(595)	(475)	(244)	(86)
Minimum Revenue Provision	187	191	191	196
Non-Ringfenced Government Grants	(6,017)	(5,744)	(16,758)	(6,136)
Provision for NDR surplus levy	2,001	2,120	2,120	2,025
100% Retention of NDR from Renewable Energy	(437)	(420)	(420)	(398)
Year End write offs	0	0	0	0
<b>Net Total</b>	<b>4,543</b>	<b>2,387</b>	<b>(2,082)</b>	<b>6,954</b>
Provisions	0	441	139	331
Transfers to reserves	7,359	8,710	13,481	(1,398)
<b>General Fund Requirements</b>	<b>11,902</b>	<b>11,538</b>	<b>11,538</b>	<b>5,887</b>

## **DEFINITION OF EXPENDITURE AND INCOME HEADINGS IN DETAILED ESTIMATES AND SUBJECTIVE SUMMARY**

Expenditure and income for Services are grouped together in standard headings used by local authorities. These headings and the items included are as follows:

### **Employee Costs**

Employee costs include all costs relating to the employment of staff. In addition to salary costs and employer's pension and National Insurance contributions, they also include recruitment costs and post-entry training expenses.

### **Premises Costs**

Comprising the direct costs of the provision and upkeep of buildings, plant and land and includes utility charges and premises insurance.

### **Transport Costs**

Includes all costs associated with the provision, maintenance, hire or use of transport by Councillors and officers.

### **Supplies & Services**

This covers operating costs not included in the above categories. Examples are general office expenses, grants and equipment / material costs.

### **Contract Costs**

These represent payments made to external contractors and internal trading units, including the contract payment for the management of certain leisure facilities in the Borough.

### **Transfer Payments**

These are payments to individuals for which the Council receives no goods or services in return e.g. benefit payments.

### **Service Support Costs**

These are charges for work carried out by one service in support of another or the provision of centrally managed facilities (e.g. office accommodation, Customer Services)

### **Capital Financing**

This covers depreciation and charges for capital expenditure where no asset is created e.g. capital grants.

### **Fees, Charges & Government Grants**

This category includes all income received for which the Council makes a charge, for example, Planning Applications or car parking income and grants received from government agents.

### **Recharge Income**

This category includes all income that is recharged from one Service to another. This is the predominant source of income for support services such as IT or Finance.

**CHIEF EXECUTIVE'S  
ESTIMATES  
2021/22**





## CHIEF EXECUTIVE'S OFFICE

**Aim:**

Our aim is to provide organisational leadership and corporate support to ensure the effective management and development of the Council and its services.

**Summary:**

The Chief Executive is the Head of Paid Service, the Deputy Chief Executive and the Personal Assistant to the Chief Executive.

The Chief Executive and Deputy Chief Executive, together with the Heads of Service, form the Council's Management Team. The HR team's budget appear within this cost centre by virtue of the fact that Deputy Chief Executive manages the HR Manager.

The Chief Executive's Office and Human Resources functions are included within the Leader's Portfolio.

<b>Principal Activities</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
Chief Executive's Office	0	(1)	872	4,466
Human Resource's Service	(35,409)	(40,704)	(37,615)	(44,774)
Human Resource's Function	35,409	40,700	37,550	44,710
<b>Net Expenditure</b>	<b>0</b>	<b>(5)</b>	<b>807</b>	<b>4,402</b>

## SUBJECTIVE SUMMARY

	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<u>Expenditure</u>				
Employee Costs	1,670,310	1,504,615	1,254,397	706,002
Premises Costs	36	0	0	0
Transport Costs	16,206	12,640	2,020	1,600
Supplies & Services	79,108	81,540	66,640	78,880
Contract Costs	146,558	86,410	50,000	44,000
Support Service Costs	48,180	42,040	31,330	19,400
<b>Total Expenditure</b>	<b>1,960,398</b>	<b>1,727,245</b>	<b>1,404,387</b>	<b>849,882</b>
<b>Recharge Income</b>	<b>(1,960,398)</b>	<b>(1,727,250)</b>	<b>(1,403,580)</b>	<b>(845,480)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(5)</b>	<b>807</b>	<b>4,402</b>

## CHIEF EXECUTIVE'S OFFICE

**Aim:**

The Chief Executive's Office is responsible for corporate management and setting the direction of the Council's Services.

**Additional Information**

The Office also provides leadership in the development of community planning and strategic partnerships with external bodies and agencies.

Other expenditure for which the Chief Executive's Office is responsible is included in the Corporate and Democratic Core budget under Corporate Public Relations, Information & Consultation, and Delivering Public Services Electronically.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	1,288,237	1,186,419	915,192	343,146
Premises Costs	36	0	0	0
Transport Costs	13,683	10,640	1,770	100
Supplies & Services	36,143	33,260	20,620	23,660
Support Service Costs	36,220	31,650	21,680	9,210
<b>Total Expenditure</b>	<b>1,374,319</b>	<b>1,261,969</b>	<b>959,262</b>	<b>376,116</b>
<b>Recharge Income</b>	<b>(1,374,319)</b>	<b>(1,261,970)</b>	<b>(958,390)</b>	<b>(371,650)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(1)</b>	<b>872</b>	<b>4,466</b>

## HUMAN RESOURCES SERVICE

### Purpose

The Human Resources Service provides professional HR advice to managers across the Council on all aspects of people management. The service supports developing the organisation and its leadership, to ensure the organisation is dynamic, fit for purpose and cohesive. In addition HR are responsible for managing the recruitment and retention process, getting and keeping good people as an employer of choice. HR manage the Payroll and HR system and outsourced managed payroll service. HR is also responsible for the provision of corporate training and development, maintaining the job evaluation scheme and any matters relating to terms and conditions of employment. The service is responsible for ensuring a consistent approach across all Council services and compliance with legislation and good practice by producing employment related policies and procedures in consultation with trade union representatives. Where appropriate, these are approved by Councillors following consultation with management and the recognised trade unions. All policies are available to employees via the intranet or in hard copy where the employee does not have access to the intranet as a result of the type of work they undertake.

### Additional Information

The Human Resources Service budget records the cost of providing the staffing and administration necessary to provide a suitable level of support to all other services across the Council. The payroll for the Borough Council's employees and Councillors is outsourced.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	381,290	318,196	339,205	362,856
Transport Costs	2,523	2,000	250	1,500
Supplies & Services	8,339	7,580	8,470	10,510
Contract Costs	146,558	86,410	50,000	44,000
Support Service Costs	11,960	10,390	9,650	10,190
<b>Total Expenditure</b>	<b>550,670</b>	<b>424,576</b>	<b>407,575</b>	<b>429,056</b>
<b>Recharge Income</b>	<b>(586,079)</b>	<b>(465,280)</b>	<b>(445,190)</b>	<b>(473,830)</b>
<b>Net Expenditure / (Income)</b>	<b>(35,409)</b>	<b>(40,704)</b>	<b>(37,615)</b>	<b>(44,774)</b>

## HUMAN RESOURCES FUNCTION

### Purpose

The Human Resources Function is a support function designed to provide a structured employee developmental programme and to support the physical and emotional well-being of the Council's employees.

### Additional Information

The Human Resources Function budget contains the costs of the Employee Support Service, which provides a counselling service for staff and an annual corporate training programme.

Currently the Occupational Health service is being well used by Services and the costs of management referrals are recharged to the Services who make use of this facility. The Counselling Service is well used and feedback has been positive. Learning and Development supports individual needs as well as delivering corporate learning priorities, such as management development and e-learning.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employees Costs	783	0	0	0
Employee Support Service	10,195	9,500	8,500	9,500
Occupational Health Costs	929	0	3,860	3,860
External Training Costs	23,502	31,200	25,190	31,350
<b>Net Expenditure</b>	<b>35,409</b>	<b>40,700</b>	<b>37,550</b>	<b>44,710</b>



**COMMUNITY & LEISURE SERVICE  
ESTIMATES  
2021/22**





## COMMUNITY & LEISURE SERVICE

### **Aim:**

We aim to enable and provide a range of leisure, cultural, community and recreational opportunities which contribute to improving the quality of life of our residents. We support the Test Valley Borough Council Corporate Plan by supporting people, communities and the local environment to grow their potential.

Through our work we ensure that residents can make the most of Test Valley's sensational environment, whether by providing high quality sports facilities or by managing idyllic spaces, lakes and rivers which both inspire and relax whilst supporting local wildlife. Our cultural offer brings the nation's best known artists and performers to the borough on a regular basis, ensuring a vibrant programme of town centre events, allowing residents to enjoy activities which bring people and communities together in shared experiences and to enjoy - and be a part of - a rich and diverse schedule of art and culture.

We provide place-based support to local communities and work with ward councillors and Parish Councils to ensure that local people are consulted with and are able to make decisions and take action on matters that are important to them. We further support this process through grant funding and by offering advice and support to community and voluntary groups

In doing this, the aims of the Community and Leisure Service reflect the main aims within the Corporate Plan 2019 - 2023, and contribute most significantly towards:

Communities to be empowered, connected and able to build upon their strengths

People to be able to live well and fulfil their aspirations

The Local Environment for current and future generations

### **Summary:**

The Community and Leisure Service are responsible for a wide range of community facilities, initiatives and activities, and the service comprises of three key business areas:

#### Parks, Countryside, Sport and Play

This includes the management of green space, cemeteries, nature reserves, woodlands and trees, in and outdoor sports facilities, sports and play areas.

#### Arts and Culture

This includes the management of The Lights theatre, the delivery of the public art strategy and organisation of a programme of town centre events in Andover.

#### Communities

This includes Councillor and community support, community engagement and development, grants, equality and diversity and community-led planning.

The Service also provides the operational lead on development and implementation of the Council's Safeguarding Policy, as well as implementation of Community Safety initiatives through the Test Valley Partnership.

## COMMUNITY & LEISURE SERVICE

### SUMMARY ESTIMATES

Principal Activities	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<b>Community &amp; Leisure Management</b>	<b>0</b>	<b>3,299</b>	<b>0</b>	<b>(28,220)</b>
<b>Parks, Countryside &amp; Sport &amp; Play</b>				
Managed Sports Facilities	(519,717)	(1,213,820)	2,423,170	607,270
Outdoor Sports Facilities	165,648	415,763	561,755	537,568
Playgrounds	272,695	182,690	241,650	233,200
Sports Development	21,189	25,970	20,620	25,530
Cemeteries	(24,643)	(79,090)	(5,390)	(56,930)
Grounds Maintenance	374,953	113,300	105,490	118,300
Urban Parks and Open Spaces	404,900	395,114	363,940	413,524
Nature Reserves	175,676	137,147	142,770	132,146
<b>Total - Parks, Countryside &amp; Sport</b>	<b>870,700</b>	<b>(22,926)</b>	<b>3,854,005</b>	<b>2,010,608</b>
<b>Community Engagement</b>	<b>1,623,499</b>	<b>1,535,492</b>	<b>1,658,280</b>	<b>1,600,898</b>
<b>Arts &amp; Culture</b>				
Andover Town Summit	14,399	15,640	11,050	15,390
Heritage	56,192	60,350	54,740	58,470
Arts Function	19,625	28,324	24,010	28,411
The Lights	700,331	562,801	505,210	682,067
<b>Total - Arts &amp; Culture</b>	<b>790,547</b>	<b>667,115</b>	<b>595,010</b>	<b>784,338</b>
<b>Net Total Expenditure</b>	<b>3,284,746</b>	<b>2,182,980</b>	<b>6,107,295</b>	<b>4,367,624</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	1,674,071	1,446,006	1,458,720	1,547,805
Premises Costs	1,055,218	581,870	756,580	645,700
Transport Costs	37,400	31,410	17,810	31,410
Supplies & Services	1,262,041	1,032,700	2,414,570	798,590
Contract Costs	105,607	9,400	0	0
Support Service Costs	1,840,728	1,526,986	1,590,770	1,601,301
Capital Financing	1,388,429	1,222,000	1,482,840	1,306,900
<b>Total Expenditure</b>	<b>7,363,494</b>	<b>5,850,372</b>	<b>7,721,290</b>	<b>5,931,706</b>
<u>Income</u>				
Fees & Charges Income	(3,025,135)	(2,781,376)	(694,535)	(621,811)
Recharge Income	(1,053,614)	(886,016)	(919,460)	(942,271)
<b>Total Income</b>	<b>(4,078,749)</b>	<b>(3,667,392)</b>	<b>(1,613,995)</b>	<b>(1,564,082)</b>
<b>Net Expenditure</b>	<b>3,284,746</b>	<b>2,182,980</b>	<b>6,107,295</b>	<b>4,367,624</b>

## MANAGEMENT & SUPPORT

### Purpose

The Community & Leisure Service Management Team provides strategic direction and operational management for the service, and is responsible for the implementation of national and local policy initiatives and for the planning of future leisure provision throughout the Borough.

### Additional Information

The budget below shows the cost of the Head of Community and Leisure and the Leisure Support team.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	231,508	198,275	203,330	203,011
Premises Costs	11	0	0	0
Transport Costs	1,334	0	100	200
Supplies & Services	19,991	34,780	29,000	35,480
Support Service Costs	800,770	656,260	687,030	675,360
<b>Total Expenditure</b>	<b>1,053,614</b>	<b>889,315</b>	<b>919,460</b>	<b>914,051</b>
<b>Recharge Income</b>	<b>(1,053,614)</b>	<b>(886,016)</b>	<b>(919,460)</b>	<b>(942,271)</b>
<b>Net Expenditure / (Income)</b>	<b>0</b>	<b>3,299</b>	<b>0</b>	<b>(28,220)</b>

## MANAGED SPORTS FACILITIES

### Purpose

The Council provides affordable leisure and sporting facilities to the residents of the Borough in recognition of its role in promoting healthy lifestyles and encouraging more people to become physically active.

### Additional Information

With the exception of the Sports Academy (which is managed by Andover Community Services) and the soon to be opened Ganger Farm which will be operated by the Council all major Leisure Centres are operated by Places Leisure.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	44,997	25,740	14,080	16,890
Supplies & Services	267,567	0	1,571,340	0
Management Contract	96,007	0	0	0
Support Service Costs	100,310	7,110	287,640	4,420
Capital Financing	529,381	529,760	555,090	585,960
<b>Total Expenditure</b>	<b>1,038,262</b>	<b>562,610</b>	<b>2,428,150</b>	<b>607,270</b>
<b>Fees &amp; Charges Income</b>	<b>(1,557,979)</b>	<b>(1,776,430)</b>	<b>(4,980)</b>	<b>0</b>
<b>Net Expenditure / (Income)</b>	<b>(519,717)</b>	<b>(1,213,820)</b>	<b>2,423,170</b>	<b>607,270</b>

## OUTDOOR SPORTS FACILITIES

### Purpose

These sites include Charlton Sports and Leisure Centre, Saxon Fields Sports Ground, London Road Sports Ground, Hunts Farm Sports Centre, Romsey Sports, Picket Twenty and Augusta Park and Abbotswood Sports Ground. Ganger Farm Sports Ground is due to open in 2021.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	93,117	80,703	113,610	190,477
Grounds Maintenance Costs	36,989	40,500	48,500	56,030
Other Premises Costs	149,513	81,510	200,950	128,910
Transport Costs	1,458	1,560	810	1,560
Supplies & Services	11,739	10,130	35,760	36,860
Contract Costs	200	0	0	0
Support Service Costs	71,940	58,830	72,510	119,210
Capital Financing	215,015	215,000	216,890	233,070
<b>Total Expenditure</b>	<b>579,971</b>	<b>488,233</b>	<b>689,030</b>	<b>766,117</b>
Fees & Charges Income	(414,323)	(72,470)	(127,275)	(228,549)
<b>Net Expenditure</b>	<b>165,648</b>	<b>415,763</b>	<b>561,755</b>	<b>537,568</b>

## PLAYGROUNDS

### Purpose

The Council provides playgrounds in recognition of its role in promoting healthy lifestyles and encouraging physical activity in a safe environment.

There are a total of 106 sites in Test Valley, for which the Council is responsible for the development and maintenance.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	50,571	0	49,990	29,980
Supplies & Services	70	8,970	8,970	8,960
Support Service Costs	14,660	4,030	12,170	11,710
Capital Financing	207,393	169,690	170,520	182,550
<b>Total Expenditure</b>	<b>272,695</b>	<b>182,690</b>	<b>241,650</b>	<b>233,200</b>



## SPORTS DEVELOPMENT

### Purpose

The Sports Development function aims to promote active and healthy lifestyles through work in schools, leisure centres and with local sports clubs and community groups.

### Additional Information

Initiatives include promoting activities at the new sports sites, supporting coaching schemes with a focus on extreme sports, Sports Club promotion and development, as well as implementing “Energise Me” initiatives.

TVBC is a member of the Hampshire and Isle of Wight County Sports Partnership. Involvement with this agency enables access to many support workers and National Governing Bodies to assist in the delivery of the Council's sports development initiatives. This includes developing our Sports and Recreation Strategy.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Supplies & Services	10,019	14,410	11,340	14,350
Support Service Costs	11,170	11,560	9,280	11,180
<b>Total Expenditure</b>	<b>21,189</b>	<b>25,970</b>	<b>20,620</b>	<b>25,530</b>

## CEMETERIES

### Purpose

The Council is a burial authority with powers to provide and maintain cemeteries within the Borough under the Local Government Act 1972.

### Additional Information

Cemeteries in the north are located at Charlton and St Mary's in Andover. In the south of the Borough there are cemeteries at Botley Road, Romsey and Woodley. The Council also has responsibility to manage a number of closed cemeteries including those in West Tytherley, Stockbridge, North Garth at Romsey Abbey, Shipton Bellinger, and most recently, with effect from 2019, Barton Stacey.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Grounds Maintenance Costs	8,694	4,000	4,000	4,300
Other Premises Costs	65,336	41,050	56,490	36,560
Supplies & Services	3,246	7,830	6,830	7,900
Support Service Costs	20,640	15,380	18,590	13,710
Capital Financing	3,206	0	31,100	0
<b>Total Expenditure</b>	<b>101,122</b>	<b>68,260</b>	<b>117,010</b>	<b>62,470</b>
<b>Fees &amp; Charges Income</b>	<b>(125,765)</b>	<b>(147,350)</b>	<b>(122,400)</b>	<b>(119,400)</b>
<b>Net Income</b>	<b>(24,643)</b>	<b>(79,090)</b>	<b>(5,390)</b>	<b>(56,930)</b>

## GROUNDS MAINTENANCE

### Purpose

This is the area of the service responsible for updating and improving the green spaces as well as proactive management of the council tree stock throughout the Borough.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Grounds Maintenance Costs	24,139	26,760	37,760	26,760
Other Premises Costs	307,402	99,840	99,850	104,010
Supplies & Services	12,541	4,200	7,700	5,200
Support Service Costs	84,480	36,110	26,360	35,940
<b>Total Expenditure</b>	<b>428,563</b>	<b>166,910</b>	<b>171,670</b>	<b>171,910</b>
<b>Fees &amp; Charges Income</b>	<b>(53,610)</b>	<b>(53,610)</b>	<b>(66,180)</b>	<b>(53,610)</b>
<b>Net Expenditure</b>	<b>374,953</b>	<b>113,300</b>	<b>105,490</b>	<b>118,300</b>

## URBAN PARKS & OPEN SPACES

### Purpose

The Council has a responsibility to manage its parks and open spaces and to ensure that the quality and diversity of the local environment is sustained for future generations to enjoy.

### Additional Information

Our open spaces include formal parks, play areas, informal green space, cemeteries, woodlands, trees and sports grounds.

Quality green space contributes to a healthy community and an ecologically diverse environment. Our Open Spaces are managed to offer a safe and enjoyable experience where people can participate in informal recreation and sport or come into contact with nature.

	<b>Actual 2019/20</b>	<b>Original Estimate 2020/21</b>	<b>Forecast 2020/21</b>	<b>Original Estimate 2021/22</b>
	£	£	£	£
<u>Expenditure</u>				
Employee Costs	294,245	254,024	230,030	267,552
Grounds Maintenance Costs	23,033	28,000	25,500	28,000
Other Premises Costs	73,977	43,490	23,140	23,690
Transport Costs	7,826	7,420	2,740	7,670
Supplies & Services	62,757	53,180	54,260	58,820
Support Service Costs	115,450	107,186	62,540	105,111
Capital Financing	68,346	5,100	5,100	4,690
<b>Total Expenditure</b>	<b>645,634</b>	<b>498,400</b>	<b>403,310</b>	<b>495,533</b>
<b>Fees &amp; Charges Income</b>	<b>(240,734)</b>	<b>(103,286)</b>	<b>(39,370)</b>	<b>(82,009)</b>
<b>Net Expenditure</b>	<b>404,900</b>	<b>395,114</b>	<b>363,940</b>	<b>413,524</b>

## NATURE RESERVES

### Purpose

The Council has a responsibility to manage its nature reserves to ensure sites remain in positive management.

### Additional Information

The Council manages a number of nature reserves including Valley Park woodlands and Anton Lakes and numerous countryside sites such as Ladies Walk and Harewood Common in Andover, and Tadburn Meadows in Romsey. The team work to conserve and enhance biodiversity and offer a whole host of opportunities for the community to become actively involved in site management. Environmental Stewardship grant funding assists with ecologically enhancing the condition of a number of sites in Andover, and Romsey. The service also manage the delivery of key projects such as River Anton Enhancement Scheme and the Romsey Waterways initiative.

Fishlake Meadows Nature reserve was secured into public ownership in 2017 and is now managed by Hampshire and Isle of Wight Wildlife Trust on a day to day basis. The site will continue to be sensitively managed to ensure it fulfils its potential to be a wonderful resource to benefit both wildlife and residents.

An area set aside for the nature conservation on the Abbostwood development was transferred to the Council during 2018 and in 2019 and an area of SANG land in Sherfield English has been secured and is now accessible to the public.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	51,021	46,957	51,950	36,456
Grounds Maintenance Costs	83,104	87,190	88,810	102,060
Other Premises Costs	46,320	20,290	31,290	26,610
Transport Costs	3,433	1,660	2,120	2,120
Supplies & Services	9,239	9,650	9,820	10,380
Support Service Costs	47,410	45,590	33,380	46,530
Capital Financing	19,955	5,230	5,230	5,230
<b>Total Expenditure</b>	<b>260,481</b>	<b>216,567</b>	<b>222,600</b>	<b>229,386</b>
<b>Fees &amp; Charges Income</b>	<b>(84,806)</b>	<b>(79,420)</b>	<b>(79,830)</b>	<b>(97,240)</b>
<b>Net Expenditure</b>	<b>175,676</b>	<b>137,147</b>	<b>142,770</b>	<b>132,146</b>

## COMMUNITY ENGAGEMENT

### Purpose

One of the corporate aims within the Council's corporate plan is to 'grow the potential of communities to be empowered, connected and able to build upon their strengths'. The Community and Leisure Service have a major part to play in achieving this aim and contribute towards its success in the following ways:

The Community Engagement team provide ward based support to local communities and work with ward councillors to ensure that local people are consulted with, and are able to make decisions and take action on matters that are important to them. The team are able to assist with this process through grant funding / Councillor Community Grants and by offering advice and support to community and voluntary groups. The Community Asset Fund has been a hugely important enabler for community leadership through funding from the New Homes Bonus, and work continues to support the role of Members and Community Leaders and activists.

### Additional Information

#### Councillor Support

The Community Engagement Team work across all wards to offer tailored support to councillors, their role is to assist with Community Engagement and Consultations, Supporting Local Events and managing the Community Grant Scheme.

#### Community Engagement

- Provide support for strategic projects including Andover Vision and Romsey Future.

- Development of locally led community planning prioritisation and action planning, in particular support of the Neighbourhood Planning process, Parish Planning and Community Action Plans.

- Supporting troubled families and vulnerable groups.

- Supporting the integration of communities living on new developments.

- Working with our strategic partners to produce a local Community Safety Plan as required under the Crime and Discovered Act (1998).

#### Grants

- This team is also responsible for administering and monitoring the Councils Community Grants and 'signposting' to other opportunities. The Council's own grant funding streams include;

  - Councillor Community Grant Scheme

  - Revenue Grants Scheme

  - Community Asset Fund

The team provide the lead for the Council's Safeguarding agenda, and work to assist older people maintain independence through the support of older peoples forums, these areas of work are traditionally linked with the corporate ambition to support vulnerable people.

The Service through its programme of work is able to offer a range of volunteering opportunities:

- Bright Sparks / The Lights

- Health Walks.

- Conservation

- Work with Unity to provide wider opportunities.

## COMMUNITY ENGAGEMENT CONT.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	544,530	458,422	468,100	483,048
Premises Costs	1,587	1,240	850	980
Transport Costs	21,968	19,160	10,680	18,400
Supplies & Services	436,606	465,610	557,690	524,250
Contract Costs	9,400	9,400	0	0
Support Service Costs	320,862	332,860	273,170	337,030
Capital Financing	308,284	258,120	462,060	257,760
<b>Total Expenditure</b>	<b>1,643,237</b>	<b>1,544,812</b>	<b>1,772,550</b>	<b>1,621,468</b>
<b>Fees &amp; Charges Income</b>	<b>(19,738)</b>	<b>(9,320)</b>	<b>(114,270)</b>	<b>(20,570)</b>
<b>Net Expenditure</b>	<b>1,623,499</b>	<b>1,535,492</b>	<b>1,658,280</b>	<b>1,600,898</b>

## ANDOVER TOWN EVENTS

### Purpose

A number of town centre events including regular monthly artisan markets, business fairs, four Fun Fridays and the Annual Christmas Light Switch On are organised from the Lights, creating a wide range of opportunities for local performers and traders and boosting footfall in the town centre.

### Additional Information

The budget below represents the Council's financial contribution to these events and, where possible, we will work with the new BID co and seek further external funding to ensure an attractive programme of events is delivered.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Supplies & Services	16,615	17,350	10,750	17,350
Support Service Costs	4,080	4,790	1,950	4,540
<b>Total Expenditure</b>	<b>20,695</b>	<b>22,140</b>	<b>12,700</b>	<b>21,890</b>
<b>Fees &amp; Charges Income</b>	<b>(6,296)</b>	<b>(6,500)</b>	<b>(1,650)</b>	<b>(6,500)</b>
<b>Net Expenditure</b>	<b>14,399</b>	<b>15,640</b>	<b>11,050</b>	<b>15,390</b>



## HERITAGE CENTRE, ROMSEY

### **Purpose**

The Council is committed to supporting key leisure and arts facilities for the residents of, and visitors to, the Borough.

### **Additional Information**

The Heritage sites include King John's House and Tudor Cottage, as well as the Heritage Centre, in Romsey.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	102	1,460	500	500
Transport Costs	1,360	1,360	1,360	1,360
Grants	44,264	44,470	44,470	44,470
Support Service Costs	10,466	13,060	8,410	12,140
<b>Net Expenditure</b>	<b>56,192</b>	<b>60,350</b>	<b>54,740</b>	<b>58,470</b>

## ARTS FUNCTION

### Purpose

The Council supports a wide range of local and national arts initiatives in both an advisory capacity and by facilitating work with schools, artists and other agencies.

### Additional Information

Test Valley has a thriving arts and cultural scene. The Council works in partnership with numerous bodies, such as Test Valley Arts Foundation, to promote a wide range of arts and cultural activities.

A public art strategy provides a framework for best practice for commissioning public art through s106 agreements, providing opportunities for people to participate in arts activities that will engage them with the place and community in which they live.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	12,695	20,984	22,130	21,231
Transport Costs	22	100	0	100
Supplies & Services	11,605	780	640	780
Support Service Costs	6,570	6,460	4,630	6,300
<b>Total Expenditure</b>	<b>30,891</b>	<b>28,324</b>	<b>27,400</b>	<b>28,411</b>
<b>Fees &amp; Charges Income</b>	<b>(11,266)</b>	<b>0</b>	<b>(3,390)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>19,625</b>	<b>28,324</b>	<b>24,010</b>	<b>28,411</b>

## THE LIGHTS

### Purpose

The Lights is a cultural hub for Andover and sits at the very heart of the aims of the Corporate Plan with the Council committing to support its key leisure and arts facilities.

### Additional Information

The Lights offers a professional theatre programme alongside educational, business and community focused activities. It is also the base for a number of local dance and drama schools and societies, and will be at the heart of proposals for the Cultural Quarter for Andover as the masterplan for the town centre progresses.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	446,955	386,641	369,570	346,030
Premises Costs	139,442	80,800	74,870	60,420
Transport Costs	0	150	0	0
Supplies & Services	355,782	361,340	66,000	33,790
Support Service Costs	231,920	227,760	93,110	218,120
Capital Financing	36,850	39,100	36,850	37,640
<b>Total Expenditure</b>	<b>1,210,948</b>	<b>1,095,791</b>	<b>640,400</b>	<b>696,000</b>
<b>Fees &amp; Charges Income</b>	<b>(510,618)</b>	<b>(532,990)</b>	<b>(135,190)</b>	<b>(13,933)</b>
<b>Net Expenditure</b>	<b>700,331</b>	<b>562,801</b>	<b>505,210</b>	<b>682,067</b>

**CORPORATE & DEMOCRATIC CORE  
ESTIMATES  
2021/22**



## CORPORATE & DEMOCRATIC CORE

The Corporate & Democratic Core has two principal areas of activity, neither of which fall under the specific focus of any of the Council's Services. Corporate Management involves setting a corporate direction, monitoring performance and public relations; while Democratic Representation includes the cost of Councillors, including the Mayor's and Deputy Mayor's allowances and the cost of the Council's committee meetings.

The management of the various budgets in this section is split between the Strategy & Innovation Service, Legal & Democratic Service and Finance Service.

Cost centres included in Corporate & Democratic Core fall under either the Leader's Portfolio or the Corporate Services Portfolio.

### Summary Estimates - by Activity

<b>Principal Activities</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b>Corporate Management</b>				
Corporate Management	700,772	627,950	547,469	744,130
Town Centre Regeneration	174,610	0	136,220	0
Delivering Public Services Electronically	10,670	12,000	10,300	10,000
Corporate Public Relations, Information & Consultation	12,903	14,800	20,420	21,100
Emergency Planning	36,507	33,753	32,913	34,453
<b>Net Total Expenditure</b>	<b>935,462</b>	<b>688,503</b>	<b>747,322</b>	<b>809,683</b>
<b>Democratic Representation and Management</b>				
Councillors	459,033	471,020	455,690	459,980
Councillor Meetings	430,683	420,800	363,680	334,210
Mayoral Office	30,096	38,000	23,780	25,590
Civic Ceremonies	7,477	7,500	1,480	0
Subscriptions	21,997	23,020	25,890	26,390
Other Democratic Activities	21,036	21,080	22,530	25,270
<b>Net Total Expenditure</b>	<b>970,322</b>	<b>981,420</b>	<b>893,050</b>	<b>871,440</b>
<b>Allocated Central Overheads</b>	<b>204,421</b>	<b>158,172</b>	<b>154,020</b>	<b>187,130</b>
<b>Non-Distributable Costs</b>	<b>31,520</b>	<b>216,210</b>	<b>255,710</b>	<b>255,710</b>
<b>Net Total Expenditure</b>	<b>2,141,725</b>	<b>2,044,305</b>	<b>2,050,102</b>	<b>2,123,963</b>

## SUBJECTIVE SUMMARY

	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<u>Expenditure</u>				
Employee Costs	84,409	276,263	280,223	279,973
Premises Costs	11,523	6,420	7,570	8,040
Transport Costs	16,162	24,000	1,150	500
Supplies & Services	948,377	759,722	957,739	1,007,880
Support Service Costs	6,093,007	5,150,340	5,280,340	5,131,610
Capital Financing Costs	148,822	9,710	9,710	9,710
<b>Total Expenditure</b>	<b>7,302,300</b>	<b>6,226,455</b>	<b>6,536,732</b>	<b>6,437,713</b>
<u>Income</u>				
Fees & Charges Income	(50,995)	(7,580)	(85,770)	(7,350)
Recharge Income	(5,109,580)	(4,174,570)	(4,400,860)	(4,306,400)
<b>Total Income</b>	<b>(5,160,575)</b>	<b>(4,182,150)</b>	<b>(4,486,630)</b>	<b>(4,313,750)</b>
<b>Net Expenditure</b>	<b>2,141,725</b>	<b>2,044,305</b>	<b>2,050,102</b>	<b>2,123,963</b>

## CORPORATE MANAGEMENT

### Purpose

The purpose of the Corporate Management budget is to separately identify the costs for management activities which are not directly attributable to individual services but which are necessary for the running of a multi-purpose Authority.

### Additional Information

The budget includes items such as the cost of bank and external audit fees, corporate advertising, corporate legal fees, updating the Council's constitution, the running of the Council's Management Team, performance management and strategic corporate planning.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	949	0	0	0
Premises Costs	8,451	6,030	7,540	7,790
Transport Costs	619	0	0	0
Supplies & Services	203,023	125,250	173,389	348,010
Support Service Costs	497,630	492,810	415,130	384,470
Capital Financing Costs	9,706	9,710	9,710	9,710
<b>Total Expenditure</b>	<b>720,378</b>	<b>633,800</b>	<b>605,769</b>	<b>749,980</b>
<b>Fees &amp; Charges Income</b>	<b>(19,606)</b>	<b>(5,850)</b>	<b>(58,300)</b>	<b>(5,850)</b>
<b>Net Expenditure</b>	<b>700,772</b>	<b>627,950</b>	<b>547,469</b>	<b>744,130</b>



## TOWN CENTRE REGENERATION

### Purpose

The Council has made the future of our town centres the main corporate priority. This is to ensure that our towns are able to adapt to current challenges to become vibrant and prosperous places. To deliver on this the Council has adopted the Andover and Romsey masterplans and agreed a dedicated budget. This will help secure the regeneration of our town centres for our residents, visitors and businesses.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	1,963	0	0	0
Supplies & Services	99,546	0	162,190	0
Capital Financing Costs	101,760	0	0	0
<b>Total Expenditure</b>	<b>203,269</b>	<b>0</b>	<b>162,190</b>	<b>0</b>
<b>Fees &amp; Charges Income</b>	<b>(28,659)</b>	<b>0</b>	<b>(25,970)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>174,610</b>	<b>0</b>	<b>136,220</b>	<b>0</b>

## DELIVERING PUBLIC SERVICES ELECTRONICALLY

### Purpose

This is the cost of helping the Council to achieve its priority of doing things differently and doing things better, and meeting the Government target for delivery of services by digital means. Digital transformation of services should enable the Council to meet its aims of improving access to its services and increasing efficiency in the delivery of those services.

### Additional Information

This budget combines the Council's revenue funding for the development and maintenance of the intranet and internet services. The budget seeks to help secure and facilitate the most effective use of technology to manage and deliver information and services internally and externally. Where appropriate this is carried out in co-operation with partners in the public and private sectors.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Supplies & Services	10,670	12,000	10,300	10,000
<b>Total Expenditure</b>	<b>10,670</b>	<b>12,000</b>	<b>10,300</b>	<b>10,000</b>

## CORPORATE PUBLIC RELATIONS, INFORMATION & CONSULTATION

### Purpose

The Council seeks to engage the community through regular provision of information and consultation on its services, performance and initiatives.

### Additional Information

Public consultation includes regular meetings and surveys with residents and partners on matters of strategy, policy and service delivery.

Staff and Councillors receive regular briefings and bulletins surrounding the main activities of the Council and matters affecting the local community. Test Valley News is produced twice a year and distributed to all Borough residents. The March edition is distributed with the Council Tax bills. The Communications Team produce news releases about key Council activities and responds to media enquiries. Social media is also used to inform and engage audiences. The team also manages the Council's corporate identity, runs campaigns and provides a graphic design service.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Supplies & Services	15,633	16,500	21,920	22,600
<b>Total Expenditure</b>	<b>15,633</b>	<b>16,500</b>	<b>21,920</b>	<b>22,600</b>
<b>Fees &amp; Charges Income</b>	<b>(2,730)</b>	<b>(1,700)</b>	<b>(1,500)</b>	<b>(1,500)</b>
<b>Net Expenditure</b>	<b>12,903</b>	<b>14,800</b>	<b>20,420</b>	<b>21,100</b>

## EMERGENCY PLANNING

### Purpose

The Council has a statutory duty in accordance with the Civil Contingencies Act 2004 to be in a position to respond to any major incident which could affect the residents of Test Valley.

### Additional Information

There is also a responsibility to undertake Business Continuity Planning to ensure that the Council can continue to undertake its critical functions in the event of a business disruption.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	5,506	4,753	5,113	5,443
Premises Costs	76	0	0	0
Transport Costs	6	0	0	0
Supplies & Services	30,919	29,000	27,800	29,010
<b>Total Expenditure</b>	<b>36,507</b>	<b>33,753</b>	<b>32,913</b>	<b>34,453</b>

## COUNCILLORS

### Purpose

There are 43 Councillors, who are elected every four years to represent the community and to manage the business of the Authority.

### Additional Information

This budget represents the direct costs and overheads incurred by the Council in enabling the Councillors to carry out their public duties.

The main costs incurred are the allowances claimed by Councillors and the officer time spent supporting them in their roles.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employees Costs	12,399	14,120	15,850	15,850
Premises Costs	0	0	30	0
Transport Costs	10,664	12,000	150	500
Supplies & Services	425,410	435,780	430,260	433,630
Support Service Costs	10,560	9,120	9,400	10,000
<b>Total Expenditure</b>	<b>459,033</b>	<b>471,020</b>	<b>455,690</b>	<b>459,980</b>

## COUNCILLOR MEETINGS

### Purpose

The business of the Council is conducted through a regular cycle of Council and Committee Meetings held in Andover and Romsey, or, has been the case since Spring 2020 and the COVID pandemic, remotely via MS Teams.

### Additional Information

This budget includes the cost of running these meetings, supporting Panels and any other informal meetings of Councillors. These costs mainly consist of officer time in the set up, preparation and attendance at meetings, and for refreshments provided.

There are six Committee cycles each year. It is estimated that each cycle will cost £55,702 in 2021/22.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	99	0	0	0
Supplies & Services	39,364	21,250	22,250	23,000
Support Service Costs	391,220	399,550	341,430	311,210
<b>Total Expenditure</b>	<b>430,683</b>	<b>420,800</b>	<b>363,680</b>	<b>334,210</b>

## MAYORAL OFFICE

### Purpose

As a Borough Council, Test Valley has a Mayor who, as the First Citizen of the Borough, has a number of responsibilities which include presiding over meetings of the Council and attending Civic and ceremonial functions as the Council's representative.

### Additional Information

This budget includes the expenses directly attributable to the Mayor and Deputy Mayor in carrying out their respective duties.

Costs included within this budget are the Mayor's and Deputy Mayor's allowances, their travelling expenses and the cost of providing Civic gifts for presentation at Civic functions.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	259	140	0	0
Transport Costs	4,873	12,000	1,000	0
Supplies & Services	24,964	25,860	22,780	25,590
<b>Total Expenditure</b>	<b>30,096</b>	<b>38,000</b>	<b>23,780</b>	<b>25,590</b>

## CIVIC CEREMONIES

### Purpose

There are a number of annual Civic Ceremonies which are organised by the Council.

### Additional Information

These ceremonies include the Mayor Making, Civic Services, Showcasing Test Valley and Remembrance Sunday.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	465	0	0	0
Supplies & Services	7,012	7,500	1,480	0
<b>Total Expenditure</b>	<b>7,477</b>	<b>7,500</b>	<b>1,480</b>	<b>0</b>



## SUBSCRIPTIONS

### Purpose

The Council is a member of many Local Government organisations. Membership of these groups ensures the Council is represented at all levels where there is a local interest.

### Additional Information

The budget provided includes subscriptions to bodies such as the Local Government Association, South East Employers (Provincial Council) and the Hampshire & Isle of Wight Association of Local Authorities.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Supplies & Services	21,997	23,020	25,890	26,390
<b>Total Expenditure</b>	<b>21,997</b>	<b>23,020</b>	<b>25,890</b>	<b>26,390</b>

## OTHER DEMOCRATIC ACTIVITIES

### Purpose

This budget encompasses those Democratic activities which do not easily fit into any of the other budget categories of Democratic costs.

### Additional Information

This budget covers a range of duties including the direct costs incurred on the Strategic Partnership and time recharges for carrying out the statutory Monitoring Officer duties and attending various Member / Officer working groups.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	210	250	0	250
Supplies & Services	2,926	2,450	800	2,450
Support Service Costs	17,900	18,380	21,730	22,570
<b>Total Expenditure</b>	<b>21,036</b>	<b>21,080</b>	<b>22,530</b>	<b>25,270</b>

## ALLOCATED CENTRAL OVERHEADS

### Purpose

The Council undertakes a number of activities which are accounted for centrally to achieve economies of scale and value for money, for which individual services receive a benefit and an appropriate charge.

### Additional Information

Included in Allocated Central Overheads (ACO's) are direct costs such as Hay Evaluation Panel fees, Data Protection and the running costs of the Council's accounting system. The majority of the charges to ACO's are staff time spent on activities which benefit the entire Authority. These include activities such as the Health, Safety & Welfare Group, First Aid duties and I.T. Office Experts Group. Employee costs include the Apprenticeship Levy which was introduced by Central Government. All Services receive an apportionment of these costs which are distributed on a suitable basis.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	65,555	66,790	66,260	68,080
Supplies & Services	66,913	61,112	58,680	87,200
Support Service Costs	5,144,177	4,204,870	4,429,940	4,338,250
Capital Financing Costs	37,356	0	0	0
<b>Total Expenditure</b>	<b>5,314,001</b>	<b>4,332,772</b>	<b>4,554,880</b>	<b>4,493,530</b>
<u>Income</u>				
Fees & Charges Income	0	(30)	0	0
Recharge Income	(5,109,580)	(4,174,570)	(4,400,860)	(4,306,400)
<b>Total Income</b>	<b>(5,109,580)</b>	<b>(4,174,600)</b>	<b>(4,400,860)</b>	<b>(4,306,400)</b>
<b>Net Expenditure</b>	<b>204,421</b>	<b>158,172</b>	<b>154,020</b>	<b>187,130</b>

## NON-DISTRIBUTABLE COSTS

### Purpose

In contrast to Allocated Central Overheads, there are a number of costs which are accounted for centrally over which services have no control and receive no benefit, and therefore these costs are retained centrally and not re-allocated to services.

### Additional Information

Costs deemed to be non-distributable to services include the cost of unused IT facilities, costs of other long term unused but unrealisable assets and residual pension fund costs of former employees.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	0	190,600	193,000	190,600
Support Service Costs	31,520	25,610	62,710	65,110
<b>Total Expenditure</b>	<b>31,520</b>	<b>216,210</b>	<b>255,710</b>	<b>255,710</b>



**ENVIRONMENTAL SERVICE  
ESTIMATES  
2021/22**



## ENVIRONMENTAL SERVICE

### Aim:

Our aim is to deliver a range of high quality and good value environment enhancing and protecting services that meet the needs of our customers.

Our service aim supports the Council's Corporate Plan 2019-2023 and contributes most significantly to one of its four priorities, growing the potential of the local environment for current and future generations.

### Summary:

Located at Portway Depot, Andover and Bourne House Depot, Romsey, the Environmental Service is an in-house team providing the following direct frontline services to the public : Waste and Recycling Collection, Garden Waste Collection, Street Cleansing, Grounds Maintenance, Transport.

All cost centres within the Environmental Service are part of the Council's Environmental Portfolio.

<b>Principal Activities</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
Grounds Maintenance	1,542,937	1,359,472	1,322,996	1,492,944
Waste and Recycling Collection	2,918,121	2,571,300	2,788,004	2,529,068
Garden Waste Collection	(53,987)	(92,288)	(186,569)	(137,248)
Street Cleansing	1,331,939	1,095,426	1,062,472	1,123,757
Vehicle Workshop	233,987	140,315	121,298	121,326
ES Technical	0	287,320	351,164	541,121
Operational Overheads	23,036	12,986	28,290	17,678
<b>Net Total Expenditure</b>	<b>5,996,033</b>	<b>5,374,531</b>	<b>5,487,655</b>	<b>5,688,646</b>



## SUBJECTIVE SUMMARY

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	5,215,312	4,719,219	4,865,045	5,029,903
Premises Costs	330,435	232,240	311,350	310,040
Transport Costs	1,818,580	1,604,545	1,708,320	1,650,220
Supplies & Services	926,290	940,370	1,823,480	1,716,475
Contract Costs	32,278	43,210	32,000	41,070
Support Service Costs	681,060	562,130	676,830	573,740
Capital Financing	696,145	805,180	718,750	712,950
<b>Total Expenditure</b>	<b>9,700,100</b>	<b>8,906,894</b>	<b>10,135,775</b>	<b>10,034,398</b>
<u>Income</u>				
Fees & Charges Income	(1,864,234)	(1,579,912)	(1,903,560)	(1,554,450)
Recharge Income	(1,839,833)	(1,952,451)	(2,744,560)	(2,791,302)
<b>Total Income</b>	<b>(3,704,067)</b>	<b>(3,532,363)</b>	<b>(4,648,120)</b>	<b>(4,345,752)</b>
<b>Net Expenditure</b>	<b>5,996,033</b>	<b>5,374,531</b>	<b>5,487,655</b>	<b>5,688,646</b>

## GROUNDS MAINTENANCE

### Purpose

The Grounds Maintenance team is responsible for the maintenance of public parks and open spaces, playground inspections and cemeteries and burials.

### Additional Information

The Grounds Maintenance Team uses a fleet of specialist equipment to carry out our grounds maintenance functions including mowing, preparation of sports pitches, shrub bed maintenance, planting and maintenance of floral displays, interments and the formal inspections of more than 100 playgrounds.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	1,458,568	1,275,713	1,241,157	1,369,739
Premises Costs	103,322	73,760	6,990	5,600
Transport Costs	343,630	278,310	271,820	292,840
Supplies & Services	227,743	248,069	443,849	439,805
Contract Costs	12,983	14,140	12,000	12,000
Support Service Costs	120,960	98,920	22,290	21,440
Capital Financing	164,699	220,730	197,480	293,570
<b>Total Expenditure</b>	<b>2,431,905</b>	<b>2,209,642</b>	<b>2,195,586</b>	<b>2,434,994</b>
<b><u>Income</u></b>				
Fees & Charges Income	(329,051)	(272,020)	(288,270)	(274,350)
Recharge Income	(559,917)	(578,150)	(584,320)	(667,700)
<b>Total Income</b>	<b>(888,968)</b>	<b>(850,170)</b>	<b>(872,590)</b>	<b>(942,050)</b>
<b>Net Expenditure</b>	<b>1,542,937</b>	<b>1,359,472</b>	<b>1,322,996</b>	<b>1,492,944</b>

## WASTE AND RECYCLING COLLECTION

### Purpose

The Council has a statutory duty to make arrangements for the collection of household waste.

### Additional Information

There are currently 56,000 properties in the borough and the Council operate fourteen waste collection rounds collecting household waste and recyclable materials, alternating each week. The Council also provides bulky waste and clinical waste collections and we maintain a network of over 100 local recycling centres.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	1,851,549	1,492,086	1,640,460	1,558,643
Premises Costs	104,229	66,850	0	0
Transport Costs	696,303	512,220	656,650	523,870
Supplies & Services	343,893	265,714	545,564	510,295
Support Service Costs	279,850	231,830	44,640	42,960
Capital Financing	313,769	338,800	287,840	228,800
<b>Total Expenditure</b>	<b>3,589,593</b>	<b>2,907,500</b>	<b>3,175,154</b>	<b>2,864,568</b>
<b>Fees &amp; Charges Income</b>	<b>(671,472)</b>	<b>(336,200)</b>	<b>(387,150)</b>	<b>(335,500)</b>
<b>Net Expenditure</b>	<b>2,918,121</b>	<b>2,571,300</b>	<b>2,788,004</b>	<b>2,529,068</b>

## GARDEN WASTE COLLECTION

### Purpose

The Garden Waste collection team collects garden waste from those households that subscribe to the Garden Waste Collection scheme.

### Additional Information

We have more than 18,000 households subscribing to our Garden Waste Collection Service which collects garden waste for composting.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	282,553	229,541	252,964	304,561
Premises Costs	10,405	6,880	0	0
Transport Costs	97,859	112,420	111,070	111,720
Supplies & Services	46,365	36,141	119,817	80,661
Support Service Costs	79,620	66,990	37,220	35,810
Capital Financing	42,357	42,360	42,360	0
<b>Total Expenditure</b>	<b>559,159</b>	<b>494,332</b>	<b>563,431</b>	<b>532,752</b>
<b>Fees &amp; Charges Income</b>	<b>(613,146)</b>	<b>(586,620)</b>	<b>(750,000)</b>	<b>(670,000)</b>
<b>Net Income</b>	<b>(53,987)</b>	<b>(92,288)</b>	<b>(186,569)</b>	<b>(137,248)</b>

## STREET CLEANSING

### Purpose

The street cleansing team is responsible for the maintenance of the street scene across the Borough. We mechanically sweep the road channels and pavements and also litter pick, remove fly tips, empty litter and dog bins.

### Additional Information

Each year we remove around 1100 fly tips.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	972,499	736,523	726,296	773,364
Premises Costs	19,024	14,800	4,180	5,540
Transport Costs	232,060	200,260	185,960	204,260
Supplies & Services	149,313	131,673	252,386	236,263
Contract Costs	19,295	29,070	20,000	29,070
Support Service Costs	108,170	88,690	22,290	21,440
Capital Financing	155,900	169,270	172,250	153,980
<b>Total Expenditure</b>	<b>1,656,261</b>	<b>1,370,286</b>	<b>1,383,362</b>	<b>1,423,917</b>
<u>Income</u>				
Fees & Charges Income	(206,930)	(158,390)	(194,390)	(170,250)
Recharge Income	(117,392)	(116,470)	(126,500)	(129,910)
<b>Total Income</b>	<b>(324,322)</b>	<b>(274,860)</b>	<b>(320,890)</b>	<b>(300,160)</b>
<b>Net Expenditure</b>	<b>1,331,939</b>	<b>1,095,426</b>	<b>1,062,472</b>	<b>1,123,757</b>

## VEHICLE WORKSHOP

### Purpose

The Transport team is responsible for the Council's vehicle fleet and procurement of vehicles, plant and equipment.

### Additional Information

The team maintains approximately 90 Council vehicles and a range of mechanical plant valued at over £5 million. The vehicles maintained vary from refuse collection vehicles to mowers and provide a necessary support function to all the Council teams that run vehicles and plant.

The team also provides Hackney Carriage and Private Hire roadworthiness inspections on behalf of the Council and operates a successful MOT testing centre.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	383,001	311,177	321,426	327,073
Premises Costs	89,589	65,320	0	0
Transport Costs	25,478	29,040	32,390	33,350
Supplies & Services	91,962	90,898	195,782	184,373
Support Service Costs	89,200	72,930	7,430	7,150
Capital Financing	19,420	34,020	18,820	36,600
<b>Total Expenditure</b>	<b>698,650</b>	<b>603,385</b>	<b>575,848</b>	<b>588,546</b>
<u>Income</u>				
Fees & Charges Income	(43,635)	(42,200)	(38,800)	(47,200)
Recharge Income	(421,028)	(420,870)	(415,750)	(422,020)
<b>Total Income</b>	<b>(464,663)</b>	<b>(463,070)</b>	<b>(454,550)</b>	<b>(469,220)</b>
<b>Net Expenditure</b>	<b>233,987</b>	<b>140,315</b>	<b>121,298</b>	<b>119,326</b>

## VEHICLE WORKSHOP (FUEL)

### Purpose

The vehicle workshop is responsible for the Council's diesel and red diesel fuel systems.

### Additional Information

The vehicle workshop fuel system issues fuel to the Council vehicles. These issues are recharged to the service units.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Transport Costs	412,713	396,230	363,230	398,230
Supplies & Services	3,080	3,080	3,080	3,080
<b>Total Expenditure</b>	<b>415,793</b>	<b>399,310</b>	<b>366,310</b>	<b>401,310</b>
<b>Recharge Income</b>	<b>(415,793)</b>	<b>(399,310)</b>	<b>(366,310)</b>	<b>(399,310)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>

## ES TECHNICAL

### Purpose

The ES Technical team investigate a range of waste and environmental crimes including abandoned vehicles and fly tips and also issue fixed penalty notices for litter and dog fouling.

### Additional Information

Our work is underpinned by recycling and litter education and awareness campaigns which are delivered across the borough.

The Clean Team carries out a wide range of tasks including clearing graffiti and removing/returning abandoned trolleys. The team also operate the glass collection service - serving over 250 modular glass banks.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	0	294,212	292,252	302,773
Premises Costs	0	4,280	4,280	4,280
Transport Costs	0	62,925	73,910	71,710
Supplies & Services	0	110,385	211,312	205,308
Support Service Costs	0	0	14,860	14,300
<b>Total Expenditure</b>	<b>0</b>	<b>471,802</b>	<b>596,614</b>	<b>598,371</b>
<u>Income</u>				
Fees & Charges Income	0	(184,482)	(244,950)	(57,150)
Recharge Income	0	0	(500)	(100)
<b>Total Income</b>	<b>0</b>	<b>(184,482)</b>	<b>(245,450)</b>	<b>(57,250)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>287,320</b>	<b>351,164</b>	<b>541,121</b>



## OPERATIONAL OVERHEADS

### Purpose

This represents the cost of the operational overheads of the Environmental Service. The corporate team provides support and ensures the service fulfils its aims. It also provides the Service's business support function.

### Additional Information

The team provides assistance where necessary, monitors the Service's complaints and compliments, ensures the Service's projects are kept to the agreed deadlines and maintains its suite of performance indicators.

The team also includes the Council's Health and Safety Manager who, as well as ensuring the Council meets its statutory requirements under health and safety legislation, ensures all our teams remain safe at work through regular training and inspections. The net cost of the Operational Overheads is re-allocated across the other service units, apart from a small proportion allocated for Corporate Health and Safety.

	<b>Actual</b> <b>2019/20</b> <b>£</b>	<b>Original</b> <b>Estimate</b> <b>2020/21</b> <b>£</b>	<b>Forecast</b> <b>2020/21</b> <b>£</b>	<b>Original</b> <b>Estimate</b> <b>2021/22</b> <b>£</b>
<u>Expenditure</u>				
Employee Costs	267,142	379,967	390,490	393,750
Premises Costs	3,866	350	295,900	294,620
Transport Costs	10,537	13,140	13,290	14,240
Supplies & Services	63,934	54,410	51,690	56,690
Support Service Costs	3,260	2,770	528,100	430,640
<b>Total Expenditure</b>	<b>348,739</b>	<b>450,637</b>	<b>1,279,470</b>	<b>1,189,940</b>
<b>Recharge Income</b>	<b>(325,703)</b>	<b>(437,651)</b>	<b>(1,251,180)</b>	<b>(1,172,262)</b>
<b>Net Expenditure</b>	<b>23,036</b>	<b>12,986</b>	<b>28,290</b>	<b>17,678</b>

**FINANCE & REVENUES SERVICE  
ESTIMATES  
2021/22**



## **FINANCE & REVENUES SERVICE**

The Service has a key role in providing financial leadership to the organisation as well as being the face of the Council in its receptions and services including Council Tax, Housing Benefit and Business Rates.

Our aim is to be recognised by our customers as being a supportive, innovative and progressive service that meets the needs of customers and provides value for money.

We will do this by

- provision of timely and accurate financial advice to elected members and officers;
- providing a contact centre that focuses on resolving customer enquiries at first contact, delivers on promises and creates lasting customer relationships;
- ensuring the robustness of the Council's annual budget (revenue and capital);
- paying suppliers promptly for services rendered;
- developing self-serve processes that make it easier for customers to transact online;
- paying the right people, the right amount of benefit at the right time;
- issuing accurate bills and maximising collection rates; and
- advising on corporate projects and risk management

Summary:

The Service is responsible for three main functions:

- A Finance service that provides financial and budgetary advice to all areas of the Council
- Revenues & Welfare services
- Customer Services

The Finance & Revenues Service is a large customer-facing Service, coming into contact with every household and business in the Borough. A large proportion of the work undertaken is a statutory requirement of Local Authorities.

The Finance function is responsible for all aspects of financial control, including budget setting and monitoring; treasury management, and liaison with external auditors in the annual audit of the accounts. This part of the Service is also responsible for assessing and monitoring the financial impacts of coronavirus on the Council.

The Customer Services Unit is the public face of the Council and provides a vital link between customers and Council services.

The Revenues and Welfare function is responsible for the assessment and payment of Housing Benefit to qualifying residents on a low income. An important area of work for this team is assisting residents to apply for the benefits they are entitled to, serving some of the most vulnerable residents in the Borough. This area of the Service's work is subject to significant external inspection.

It is responsible for ensuring that accurate Council Tax and Business Rates bills are sent to all liable parties, after making allowances for any discounts, support or reliefs that may be applicable. The Service is also responsible for ensuring that, once billed, Council Tax and Business Rates are collected to ensure that income is maximised for the provision of local services.

In addition, the Revenues & Welfare team have been responsible for managing the business support and teste & trace grants schemes implemented by the government to support businesses and households through the pandemic.

The key challenges faced by the Service are; setting a balanced budget, taking into account the impact caused on Council finances by coronavirus; managing resources to respond to an increased demand for online services and a continually rising number of new properties; maintaining collection rates; implementing various changes to legislation and Welfare Reforms, including Universal Credit and Business Rate Relief, often working to challenging deadlines and managing any further pandemic-related financial support measures and reporting requirements.

### SUMMARY ESTIMATES

<b>Principal Activities</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
Finance Service	(1)	0	(464)	1,957
Revenues & Welfare	882,387	918,036	1,026,040	914,190
Council Tax Support Administration	521,161	445,460	452,720	444,240
Housing Benefit - Homelessness	56,147	10,000	74,910	55,520
Housing Benefit - Rent Allowances	(264,362)	(210,000)	(198,470)	(255,520)
Housing Benefit - Rent Allowances Administration	434,961	211,232	251,090	216,680
Customer Services Unit	(4)	9,680	(20)	10
<b>Net Total Expenditure</b>	<b>1,630,289</b>	<b>1,384,408</b>	<b>1,605,806</b>	<b>1,377,077</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	3,010,546	2,710,735	2,694,556	2,606,897
Transport Costs	17,369	17,310	6,250	12,740
Supplies & Services	400,184	739,830	512,850	490,380
Transfer Payments	22,651,823	30,920,000	20,840,360	18,811,250
Support Service Costs	990,870	822,930	814,590	847,650
<b>Total Expenditure</b>	<b>27,070,792</b>	<b>35,210,805</b>	<b>24,868,606</b>	<b>22,768,917</b>
<u>Income</u>				
Fees & Charges	(190,861)	(160,190)	(12,660)	(155,760)
Subsidy Income	(23,186,993)	(31,836,230)	(21,472,110)	(19,461,540)
Other Government Grants	(197,467)	(186,187)	(187,640)	(186,000)
Recharge Income	(1,865,182)	(1,643,790)	(1,590,390)	(1,588,540)
<b>Total Income</b>	<b>(25,440,503)</b>	<b>(33,826,397)</b>	<b>(23,262,800)</b>	<b>(21,391,840)</b>
<b>Net Total Expenditure</b>	<b>1,630,289</b>	<b>1,384,408</b>	<b>1,605,806</b>	<b>1,377,077</b>

## FINANCE SERVICE

### Purpose

Section 151 of the Local Government Act 1972 requires the Council to appoint an officer to be responsible for the proper administration of its financial affairs. The Head of Finance & Revenues is the appointed officer for this Authority and he is supported by a number of teams to assist him in carrying out this statutory role.

### Additional Information

The activities of the Service are divided between three teams and cover areas including the provision of financial support and advice to Councillors and all other services within the Council, production of statutory final accounts, budget preparation, treasury management, VAT and leasing. The main exchequer functions of the Council are undertaken by the Financial Services team, which is responsible for debtor, creditor, insurance and car lease functions. Finally, internal controls and risk management are reviewed on an ongoing basis by the Internal audit team.

The Financial Services team currently processes approximately 4,500 debtor invoices and 15,800 creditor invoices per annum.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	937,039	839,310	774,856	797,237
Transport Costs	8,401	8,420	3,210	3,850
Supplies & Services	77,442	80,760	76,710	83,500
Support Service Costs	45,970	40,110	36,480	39,280
<b>Total Expenditure</b>	<b>1,068,852</b>	<b>968,600</b>	<b>891,256</b>	<b>923,867</b>
<u>Income</u>				
Fees & Charges	(346)	(2,820)	(2,820)	(2,820)
Recharge Income	(1,068,507)	(965,780)	(888,900)	(919,090)
<b>Total Income</b>	<b>(1,068,853)</b>	<b>(968,600)</b>	<b>(891,720)</b>	<b>(921,910)</b>
<b>Net Expenditure</b>	<b>(1)</b>	<b>0</b>	<b>(464)</b>	<b>1,957</b>

## REVENUES & WELFARE

### Purpose

The Council has a duty under the Local Government Finance Act 1992 to collect Council Tax from every domestic dwelling in the Borough on behalf of Hampshire County Council, the Hampshire Police & Crime Commissioner, Hampshire Fire & Rescue Service, Parish Councils within the Borough and to meet its own requirements.

Under the Local Government Finance Act 1988, the Council has a duty to collect Non-Domestic Rates from all non-domestic properties in the Borough. The level of Non-Domestic Rates is set by the Government and a proportion of rates collected is retained by the Council.

### Additional Information

This budget covers the administration, billing, collection and recovery of Council Tax and Non-Domestic Rates.

The Council owns and maintains various buildings used for business purposes across the Borough and these properties are subject to charges for Non-Domestic Rates. These costs are included within premises costs on the relevant pages throughout this book.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	665,619	714,143	702,140	699,290
Transport Costs	2,803	2,750	1,500	2,750
Supplies & Services	154,727	172,750	154,210	177,260
Support Service Costs	447,220	371,950	365,670	373,830
<b>Total Expenditure</b>	<b>1,270,369</b>	<b>1,261,593</b>	<b>1,223,520</b>	<b>1,253,130</b>
<u>Income</u>				
Government Grant	(197,467)	(186,187)	(187,640)	(186,000)
Fees & Charges Income	(190,515)	(157,370)	(9,840)	(152,940)
<b>Total Income</b>	<b>(387,982)</b>	<b>(343,557)</b>	<b>(197,480)</b>	<b>(338,940)</b>
<b>Net Expenditure</b>	<b>882,387</b>	<b>918,036</b>	<b>1,026,040</b>	<b>914,190</b>



## HOUSING BENEFIT - RENT ALLOWANCES

### Purpose

The Council has a statutory obligation to provide Housing Benefit to qualifying residents and seeks to ensure benefits are paid only to those people entitled to receive them.

Subsidy income is paid by the Department for Work & Pensions for the administration of the Housing Benefit scheme.

### Additional Information

The net position on this activity is dependent on the amount of benefit subsidy being paid by the Government on overpayments, which is itself dependent on the performance of the Council's Benefit Unit and the performance on overpayment recovery. For this reason, the percentage borne by the Council may vary from year to year. Included in the expenditure estimate is the bad debt provision for each year.

The Expenditure and subsidy income for Housing Benefit Rent Allowances is expected to fall due to the transfer of cases to Universal Credit.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Bad Debt Provision	(23,295)	310,000	101,230	55,230
Housing Benefit Rent Allowances	22,553,548	30,900,000	20,704,560	18,711,250
<b>Total Expenditure</b>	<b>22,530,253</b>	<b>31,210,000</b>	<b>20,805,790</b>	<b>18,766,480</b>
<b>Subsidy Income &amp; Recoveries</b>	<b>(22,794,615)</b>	<b>(31,420,000)</b>	<b>(21,004,260)</b>	<b>(19,022,000)</b>
<b>Net Income</b>	<b>(264,362)</b>	<b>(210,000)</b>	<b>(198,470)</b>	<b>(255,520)</b>

## HOUSING BENEFIT - RENT ALLOWANCES ADMINISTRATION

### Purpose

The Council has a statutory obligation to provide Housing Benefit to qualifying residents and seeks to ensure benefits are paid only to those people entitled to receive them.

### Additional Information

The Department for Work & Pensions pays a subsidy to the Council in respect of the Housing Benefit paid out and provides a grant for the administration of the Housing Benefit scheme.

The overall caseload for Housing Benefit is reducing as residents transition from Housing Benefit to Universal Credit.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	376,696	275,212	331,110	271,650
Transport Costs	2,205	2,150	300	2,150
Supplies and Services	67,496	48,880	42,420	47,600
Support Service Costs	241,280	198,710	191,370	201,120
<b>Total Expenditure</b>	<b>687,677</b>	<b>524,952</b>	<b>565,200</b>	<b>522,520</b>
<b>Subsidy Income</b>	<b>(252,716)</b>	<b>(313,720)</b>	<b>(314,110)</b>	<b>(305,840)</b>
<b>Net Expenditure</b>	<b>434,961</b>	<b>211,232</b>	<b>251,090</b>	<b>216,680</b>

**HOUSING & ENVIRONMENTAL HEALTH  
SERVICE ESTIMATES  
2021/22**



## **HOUSING & ENVIRONMENTAL HEALTH SERVICE**

Our aim is to deliver easy access to the right help and support, at the right time, and for only as long as people need it. This aim sits within the context of safeguarding the environmental health of the borough, assessing local housing need and securing the provision of affordable homes.

The Housing & Environmental Health Service incorporates the Council's strategic housing function and environmental health responsibilities.

The Housing teams are responsible for undertaking the Council's statutory housing responsibilities. This includes housing strategies, private sector housing, housing standards, disabled facilities grants, housing needs and housing advice, plus preventing and relieving homelessness. These teams are also responsible for administering the Housing Register and our involvement in the sub-regional choice based lettings scheme, Hampshire Home Choice. Furthermore, they actively seek to enable the provision of new affordable housing, developed mainly by registered housing providers.

The Environmental Health Unit consists of the Health Protection Team, the Environmental Protection Team, plus 1 x Animal Welfare Officer and 2 x Pest Control Officers. The main functional areas of the Health Protection Team include conducting food hygiene and health & safety inspections, investigating food complaints, workplace accidents, incidents of foodborne illness and certain other infectious disease cases, the registration of hairdressers and skin piercers, animal licensing (including for dangerous wild animals, riding schools, pet shops, and zoos) and issuing street trading consents. In light of the Covid-19 pandemic, this team has been responsible during 2020/21, for delivering advice to businesses to support them to offer Covid secure environments, and enforcing aspects of the Coronavirus regulations.

The main functional areas of the Environmental Protection Team include the investigation of statutory nuisance problems (including neighbour noise, bonfire smoke and intrusive lighting) and public health concerns, giving advice to the Planning & Building Service regarding the impacts of new development, issuing Environmental Permits, dealing with land contamination issues and the monitoring of local air quality and the drinking water quality from private water supplies.

The Animal Welfare Officer's role involves various dog control functions (such as dealing with stray dogs, aggressive behaviour of dogs, dog barking complaints and dog fouling) and ensuring that animal welfare standards are upheld by dog breeders as well as in catteries and commercial kennels. The Pest Control Officers undertake affordable pest control treatments for local residents and assist other Environmental Health staff to investigate and tackle pest control problems.

All cost centres within the Housing & Environmental Health Service are part of the Council's Housing & Environmental Health Portfolio.

## HOUSING & ENVIRONMENTAL HEALTH SERVICE

### Summary Estimates - by Activity

The net cost of the Business Support Unit is apportioned across the service according to criteria agreed by the Head of Service.

<b>Principal Activities</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b>Housing Activities</b>				
General Management	0	1,719	0	0
Housing Options	1,346,728	1,251,077	1,331,320	1,680,341
Hampshire Home Choice	16,693	1,856	950	239
Housing Development	193,766	1,135,914	1,039,290	1,146,697
Business Support	0	1,573	0	0
<b>Total - Housing Activities</b>	<b>1,557,187</b>	<b>2,392,139</b>	<b>2,371,560</b>	<b>2,827,277</b>
<b>Health Activities</b>				
Pest Control	150,107	118,040	136,480	134,871
Environmental Protection	449,666	398,842	366,860	411,807
Housing Standards	(135,714)	383,622	(260,185)	75,366
Animal Welfare	126,905	120,958	109,490	115,134
Health Protection	502,549	505,997	471,680	516,054
<b>Total - Health Activities</b>	<b>1,093,513</b>	<b>1,527,459</b>	<b>824,325</b>	<b>1,253,232</b>
<b>Net Total Expenditure</b>	<b>2,650,700</b>	<b>3,919,598</b>	<b>3,195,885</b>	<b>4,080,509</b>

## SUBJECTIVE SUMMARY

The total expenditure estimate shows significant variations across the budgets shown, due in the main to changes in Capital Financing costs and Support Service costs.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	1,964,291	1,997,582	1,973,370	2,056,809
Premises Costs	39,093	2,720	4,930	3,370
Transport Costs	39,706	38,760	17,380	37,830
Supplies & Services	470,675	352,831	523,148	378,210
Transfer Payments	210,883	180,000	290,300	245,000
Support Service Costs	2,295,751	1,904,359	1,899,080	1,957,350
Capital Financing	1,014,320	2,290,600	1,906,890	1,993,180
<b>Total Expenditure</b>	<b>6,034,719</b>	<b>6,766,852</b>	<b>6,615,098</b>	<b>6,671,749</b>
<u>Income</u>				
Fees & Charges Income	(2,139,098)	(1,802,425)	(2,375,593)	(1,515,630)
Recharge Income	(1,244,921)	(1,044,829)	(1,043,620)	(1,075,610)
<b>Total Income</b>	<b>(3,384,019)</b>	<b>(2,847,254)</b>	<b>(3,419,213)</b>	<b>(2,591,240)</b>
<b>Net Total Expenditure</b>	<b>2,650,700</b>	<b>3,919,598</b>	<b>3,195,885</b>	<b>4,080,509</b>

## GENERAL MANAGEMENT

### Purpose

This represents the cost of the strategic and operational management of the Housing and Environmental Health Service.

### Additional Information

The budget for General Management includes the direct costs of the Head of Service and the recharged time costs of the other service managers.

The net cost of General Management is re-allocated across the other service activities in accordance with CIPFA's Best Value accounting guidance.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	125,520	106,879	112,340	107,786
Transport Costs	0	200	0	200
Supplies & Services	1,465	1,350	1,320	1,610
Support Service Costs	925,440	756,280	753,150	779,960
<b>Total Expenditure</b>	<b>1,052,425</b>	<b>864,709</b>	<b>866,810</b>	<b>889,556</b>
<b>Recharge Income</b>	<b>(1,052,425)</b>	<b>(862,990)</b>	<b>(866,810)</b>	<b>(889,556)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>1,719</b>	<b>0</b>	<b>0</b>



## HOUSING OPTIONS

### **Purpose**

The Council has a statutory duty to assess housing need and assist those who are homeless or threatened with homelessness under Part 7 of the Housing Act 1996 (as amended). The Council also has a strategic role which includes the formulation of strategies to meet the needs that have been identified.

### **Additional Information**

The Housing Options Team administers our involvement in the Hampshire Home Choice sub-regional choice based lettings scheme, liaises with the Council's housing association partners and provides nominations when vacancies occur within the affordable housing stock. There are approximately 2,200 applicants on the Housing Register, including those tenants who need to move to more suitable housing. The team made approximately 500 nominations on behalf of households in need, between April 2020 and February 2021, to registered housing providers.

The team also provides housing advice which is aimed at preventing and relieving homelessness. Between April 2020 and February 2021, 766 households approached the Council for advice and assistance with regard to their housing situation and the team processed 467 applications for assistance under the statutory homelessness framework.

In April 2018, the housing options team underwent transformation and implemented "asset-based" assessments, and have been pursuing partnership opportunities with the wider system to identify, address and tackle the underlying causes of homelessness. From April 2019, this approach became 'business as usual'. Now, over 90% of all customers approaching the Housing Options Service who are homeless or threatened with homelessness, have an asset-based assessment and the Council's policy position continues to go beyond the requirements of the Housing Act 1996, Part 7, in the interests of preventing and relieving rough sleeping through the provision of a universal service.

The Housing Options Team includes Resettlement Officers, who complement the Council's work to deliver support for people in temporary accommodation, along with enabling proactive 'personal housing plans'. The department also includes the Test Valley Lettings service, which is TVBC's bespoke 'social lettings agency', supporting private landlords and their tenants with the aim to make every tenancy a success.

## HOUSING OPTIONS

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	595,196	655,662	662,820	704,681
Premises Costs	35,802	280	1,540	210
Transport Costs	10,862	5,750	2,540	5,000
Supplies & Services	259,520	166,540	274,130	191,700
Transfer Payments	210,883	180,000	290,300	245,000
Support Service Costs	591,500	487,790	517,820	515,960
Capital Financing	224,168	224,170	224,170	224,170
<b>Total Expenditure</b>	<b>1,927,931</b>	<b>1,720,192</b>	<b>1,973,320</b>	<b>1,886,721</b>
<b>Fees &amp; Charges Income</b>	<b>(581,203)</b>	<b>(469,115)</b>	<b>(642,000)</b>	<b>(206,380)</b>
<b>Net Expenditure</b>	<b>1,346,728</b>	<b>1,251,077</b>	<b>1,331,320</b>	<b>1,680,341</b>

## HAMPSHIRE HOME CHOICE

### Purpose

Hampshire Home Choice is the choice based lettings partnership involving East Hampshire, Eastleigh, Havant, Test Valley and Winchester councils.

### Additional Information

The scheme is overseen by the Hampshire Home Choice Manager employed by Test Valley. Revenue funding is provided by the partner Registered Providers (RPs) and this income pays for the manager post and Civica IT system. A reserve fund accrued since the start of the Partnership is held by the Borough Council on behalf of the Partnership and is retained to cover any costs that may arise should the Partnership's requirements change or be dissolved.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	69,705	61,115	60,560	62,169
Transport Costs	255	700	0	700
Supplies & Services	44,729	42,451	93,510	44,760
Support Service Costs	5,930	310	310	80
<b>Total Expenditure</b>	<b>120,618</b>	<b>104,576</b>	<b>154,380</b>	<b>107,709</b>
<b>Fees &amp; Charges Income</b>	<b>(103,926)</b>	<b>(102,720)</b>	<b>(153,430)</b>	<b>(107,470)</b>
<b>Net Expenditure</b>	<b>16,693</b>	<b>1,856</b>	<b>950</b>	<b>239</b>

## HOUSING DEVELOPMENT

### Purpose

The Housing Development team co-ordinates the Council's Housing Strategy to meet housing needs in the Borough. The Team enables affordable homes to be developed by Registered Providers and investigates other initiatives aimed at increasing the supply of affordable homes. The team has close links with Planning & Building Control, and Planning Policy colleagues within the Council, to ensure approaches and processes are aligned in the interests of maximising affordable housing delivery and achieving a mix of tenures that meet locally identified needs.

### Additional Information

The Council plans to ensure more people in need are housed each year through a range of initiatives including the delivery of a specified number of new affordable homes and working in partnership with other local authorities and housing associations to develop new affordable rural housing. In 2020, the team worked with planning officers, along with developers and Registered Provider partners, to deliver 245 new affordable homes.

The Council is a member of the Hampshire Homes Hub which aims to support the Council's own housing enabling service to increase the supply of new rural affordable homes, particularly through Community Led Housing initiatives. The partnership also researches new policies and initiatives aimed at addressing local rural housing needs. Additionally, the Council is a member of the National Community Land Trust Network with a view to assisting Community Land Trusts to develop affordable housing schemes in Test Valley.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	145,576	164,384	164,790	172,417
Premises Costs	19	0	0	0
Transport Costs	573	1,200	100	1,200
Supplies & Services	16,588	11,550	2,670	11,000
Support Service Costs	75,010	66,780	57,730	70,080
Capital Financing	0	950,000	870,000	950,000
<b>Total Expenditure</b>	<b>237,766</b>	<b>1,193,914</b>	<b>1,095,290</b>	<b>1,204,697</b>
<b>Fees &amp; Charges Income</b>	<b>(43,999)</b>	<b>(58,000)</b>	<b>(56,000)</b>	<b>(58,000)</b>
<b>Net Expenditure</b>	<b>193,766</b>	<b>1,135,914</b>	<b>1,039,290</b>	<b>1,146,697</b>

## BUSINESS SUPPORT

### Purpose

The administrative support costs of the Housing and Environmental Health teams are centralised and managed by the Housing Development & Standards Manager.

### Additional Information

All of the day-to-day office costs for the different teams within the service are contained within this budget heading, including staff training requirements and service printing and stationery needs.

The team provides a mixture of general and specific administrative support, including for the following functions; housing grant administration, food premises registration, low risk food inspections, hygiene certificates, street trading consents, animal licencing, IT support and service database management.

The salary costs of administrative staff are charged directly to this cost centre and total costs are apportioned to all other cost centres within the service at the end of the year.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	79,535	77,522	80,110	77,544
Premises Costs	53	50	350	50
Transport Costs	417	700	100	700
Supplies & Services	30,112	34,070	27,030	36,630
Support Service Costs	82,380	71,070	69,220	71,130
<b>Total Expenditure</b>	<b>192,496</b>	<b>183,412</b>	<b>176,810</b>	<b>186,054</b>
<b>Recharge Income</b>	<b>(192,496)</b>	<b>(181,839)</b>	<b>(176,810)</b>	<b>(186,054)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>1,573</b>	<b>0</b>	<b>0</b>

## PEST CONTROL

### Purpose

The Council has a number of statutory duties in relation to pest control in the borough and also provides a range of discretionary pest control services to householders and businesses.

### Additional Information

The staff team comprises two full time pest control officers who carry out pest control service treatments and also help the Environmental Protection Team and Health Protection Team to investigate certain public health pest control problems, including taking enforcement action where appropriate. An external contractor is sometimes used to deal with pest control treatment requests during periods of high demand to avoid unacceptable response times affecting service requests.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	83,342	86,710	79,610	85,761
Premises Costs	3,196	2,380	3,040	3,110
Transport Costs	9,932	10,110	5,450	10,650
Supplies & Services	13,362	15,110	7,730	11,320
Support Service Costs	73,330	55,110	60,440	57,680
Capital Financing	2,051	3,710	0	6,290
<b>Total Expenditure</b>	<b>185,213</b>	<b>173,130</b>	<b>156,270</b>	<b>174,811</b>
<b>Fees &amp; Charges Income</b>	<b>(35,106)</b>	<b>(55,090)</b>	<b>(19,790)</b>	<b>(39,940)</b>
<b>Net Expenditure</b>	<b>150,107</b>	<b>118,040</b>	<b>136,480</b>	<b>134,871</b>

## ENVIRONMENTAL PROTECTION

### Purpose

The aims of the Environmental Protection Team include protecting the wellbeing and quality of life for local people, protecting the environment and helping ensure legal compliance with various aspects of Environmental Health law. The Council has a statutory obligation to undertake a wide range of environmental protection functions, such as the investigation of noise and other nuisance problems, the monitoring of local air quality, the checking of the quality of water taken from private water supplies, the control of industrial emissions from certain processes, and the investigation and regulation of land contamination matters.

### Additional Information

This is a busy area of the Council's front line activities with regular contact with residents and elected members. Among the key areas of work for the team, helping to prevent nuisance problems from occurring, protecting the environment and minimizing the effects of all types of pollution are fundamental.

The team is also responsible for the control of other public health issues including some drainage and pest control problems and the implementation of the Council's Contaminated Land Strategy.

	<b>Actual</b> <b>2019/20</b> <b>£</b>	<b>Original</b> <b>Estimate</b> <b>2020/21</b> <b>£</b>	<b>Forecast</b> <b>2020/21</b> <b>£</b>	<b>Original</b> <b>Estimate</b> <b>2021/22</b> <b>£</b>
<u>Expenditure</u>				
Employee Costs	277,769	253,602	239,610	256,767
Premises Costs	23	10	0	0
Transport Costs	3,389	4,000	1,600	3,500
Supplies & Services	20,503	25,100	17,330	27,270
Support Service Costs	174,320	144,530	125,720	146,370
<b>Total Expenditure</b>	<b>476,003</b>	<b>427,242</b>	<b>384,260</b>	<b>433,907</b>
<b>Fees &amp; Charges Income</b>	<b>(26,337)</b>	<b>(28,400)</b>	<b>(17,400)</b>	<b>(22,100)</b>
<b>Net Expenditure</b>	<b>449,666</b>	<b>398,842</b>	<b>366,860</b>	<b>411,807</b>

## HOUSING STANDARDS

### Purpose

The Council has a number of powers and duties in relation to unsatisfactory housing and providing disabled facilities grants to help meet the cost of essential housing adaptations to enable disabled people to remain in their own homes.

### Additional Information

The remit of the team includes the licensing of caravan sites, Houses in Multiple Occupation, bringing long term empty homes back into use, administration of disabled facilities and housing renewal grants and loans, and the provision of advice and information on private sector housing, housing standards and energy efficiency in residential properties. The team is involved in developing and supporting a range of initiatives to keep older, disabled and vulnerable people healthy and safe in their homes.

Capital Financing costs represent the element of private sector grant payments that are financed by the Government's Better Care Fund. As this expenditure does not increase the value of the Council's assets, the accounting convention is that these costs are shown as part of the cost of the Service. As these costs are met from the Capital Programme, a corresponding credit is made through the Depreciation & Capital Costs account before the amount to be raised from Council Tax is calculated.

	<b>Actual 2019/20</b>	<b>Original Estimate 2020/21</b>	<b>Forecast 2020/21</b>	<b>Original Estimate 2021/22</b>
	£	£	£	£
<u>Expenditure</u>				
Employee Costs	218,003	222,963	228,870	217,136
Transport Costs	6,081	6,500	4,210	6,810
Supplies & Services	43,314	11,510	13,850	12,400
Support Service Costs	125,041	97,249	101,980	93,620
Capital Financing	785,386	1,110,000	810,000	810,000
<b>Total Expenditure</b>	<b>1,177,825</b>	<b>1,448,222</b>	<b>1,158,910</b>	<b>1,139,966</b>
<b>Fees &amp; Charges Income</b>	<b>(1,313,539)</b>	<b>(1,064,600)</b>	<b>(1,419,095)</b>	<b>(1,064,600)</b>
<b>Net Expenditure / (Income)</b>	<b>(135,714)</b>	<b>383,622</b>	<b>(260,185)</b>	<b>75,366</b>



## ANIMAL WELFARE

### Purpose

The Council has a range of statutory duties in relation to the welfare of animals.

### Additional Information

The Animal Welfare Officer is responsible for animal welfare throughout the borough which includes advice, education and enforcement, plus the inspection and licensing of animal establishments. More specifically, where dogs are concerned, advice is given on responsible dog ownership, the seizure of stray dogs, the re-homing of unclaimed stray dogs, licensing requirements, and responding to complaints and enquiries regarding nuisances caused by dogs. The Council holds the gold RSPCA "Stray Dogs Footprint Award" in recognition of the high quality service being delivered.

The Council has reception arrangements with a private contractor in respect of stray dogs that may be identified out of hours.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	47,456	39,548	41,720	40,024
Transport Costs	3,901	4,600	1,380	4,070
Supplies & Services	33,427	37,710	31,050	33,520
Support Service Costs	50,480	44,880	38,540	41,700
Capital Financing	2,715	2,720	2,720	2,720
<b>Total Expenditure</b>	<b>137,979</b>	<b>129,458</b>	<b>115,410</b>	<b>122,034</b>
<b>Fees &amp; Charges Income</b>	<b>(11,074)</b>	<b>(8,500)</b>	<b>(5,920)</b>	<b>(6,900)</b>
<b>Net Expenditure</b>	<b>126,905</b>	<b>120,958</b>	<b>109,490</b>	<b>115,134</b>

## HEALTH PROTECTION

### Purpose

The primary aims of the Health Protection Team are to protect the health of people living and working in Test Valley, and to help ensure compliance with various aspects of Environmental Health law. The Health Protection Team is responsible for the enforcement of the legislative controls for food hygiene, food sampling, infectious diseases, health and safety, consent street trading and hairdressing and skin piercing registration. During 2020/21, the Health Protection Team had a significant role in providing advice about, and also enforcing, aspects of the Coronavirus regulations.

### Additional Information

Enforcement, education and risk based interventions are used to improve standards within food businesses (in excess of 1,100) for which the team is responsible. The Food Standards Agency and the Health & Safety Executive play a part in directing the work of the team and they seek to support local business in the interests of a thriving local community and economy, and to ensure local food establishments are meeting the highest hygiene standards possible.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	322,190	329,197	302,940	332,524
Transport Costs	4,298	5,000	2,000	5,000
Supplies & Services	7,656	7,440	54,528	8,000
Support Service Costs	192,320	180,360	174,170	180,770
<b>Total Expenditure</b>	<b>526,463</b>	<b>521,997</b>	<b>533,638</b>	<b>526,294</b>
<b>Fees &amp; Charges Income</b>	<b>(23,914)</b>	<b>(16,000)</b>	<b>(61,958)</b>	<b>(10,240)</b>
<b>Net Expenditure</b>	<b>502,549</b>	<b>505,997</b>	<b>471,680</b>	<b>516,054</b>

**I.T. SERVICE  
ESTIMATES  
2021/22**



## I.T. SERVICE

**Aim:**

To provide a secure, sustainable and fit for purpose IT service which has the vision and capability to support and drive Test Valley Borough Council’s activities and ambitions.

IT Shared Service is a team providing corporate IT and Telecommunications services and support for both Test Valley Borough and Winchester City Councils. The service has been operational for 10 years. The Service is located on both Council’s sites and provide the services from shared, virtualised infrastructure over secure network including HPSN connectivity.

IT provides day-to-day support for the business applications, telephony, printing and infrastructure. The end user Service Desk is based in Andover from where it resolves the majority of cases remotely, but there are support team members available on both sites.

In addition to day to day operations IT also provides strategic support and technology advice for TVBC digital transformation activities and other key programs containing technology elements in them.

IT ensure both Councils have the required IT support and technology capabilities in place to respond to COVID-19 throughout the different phases of the incident.

IT priorities are integrated with and linked to TVBC council strategy and vision – they provide the direction and guidance allowing IT to create the foundations and backbone for both delivery of services and design & development of solutions for requirements.

The IT strategy sets out a 5 year plan to design and deploy IT process and technology architecture which will enable council to deliver its services in cost efficient and flexible manner and at the same time supporting the emerging opportunities to change the service delivery model if/where required. This strategy will ensure that not only the traditional aspects of capacity, performance and availability are being met and constantly evaluated under the ethos over “Evergreen IT” but also that the development of technology solutions and processes is driven by the user requirements focusing especially on usability and reliability regardless of the location.

**Summary Estimates - by Activity**

<b>Principal Activities</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
Management Team	(1,176,825)	(962,769)	(1,207,700)	(977,019)
Service Desk	118,121	70,484	106,600	67,733
Infrastructure	571,355	549,247	554,570	549,669
Corporate Services	487,349	343,035	546,130	359,186
<b>Net Income</b>	<b>(0)</b>	<b>(3)</b>	<b>(400)</b>	<b>(431)</b>

## SUBJECTIVE SUMMARY

	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<u>Expenditure</u>				
Employee Costs	998,460	891,617	867,930	912,459
Premises Costs	3,680	120	120	120
Transport Costs	2,232	3,700	2,250	3,200
Supplies & Services	579,185	453,030	687,230	468,510
Support Service Costs	50,020	43,560	39,980	42,710
Capital Charges	75,202	58,820	91,130	91,430
<b>Total Expenditure</b>	<b>1,708,779</b>	<b>1,450,847</b>	<b>1,688,640</b>	<b>1,518,429</b>
<u>Income</u>				
Fees & Charges Income	(201,797)	(223,380)	(200,150)	(239,870)
Recharge Income	(1,506,982)	(1,227,470)	(1,488,890)	(1,278,990)
<b>Total Income</b>	<b>(1,708,779)</b>	<b>(1,450,850)</b>	<b>(1,689,040)</b>	<b>(1,518,860)</b>
<b>Net Income</b>	<b>(0)</b>	<b>(3)</b>	<b>(400)</b>	<b>(431)</b>

## MANAGEMENT TEAM

### Purpose

The Management Team sets the Council's IT strategy, undertakes reporting against targets and performance, and provides management, procurement and financial planning for the IT operation across the shared service.

### Additional Information

As well as its responsibilities overseeing the management of the operation of the Council's IT systems, the team is also responsible for managing revenue and capital budgets.

The Management Team's key focus is to enhance the efficiency of the Council through appropriate deployment of information based systems. Further infrastructure savings and improvements will be sought through sharing IT Service resources and initiatives with Winchester City Council and development, maintenance and management of the Continual Service Improvement Programme (CSIP).

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	207,291	185,191	191,250	187,831
Premises Costs	2,110	0	0	0
Transport Costs	744	1,500	1,500	1,500
Supplies & Services	23,724	23,200	14,980	23,290
Support Service Costs	47,050	40,960	37,660	40,160
Capital Charges	25,258	15,500	32,700	48,400
<b>Total Expenditure</b>	<b>306,177</b>	<b>266,351</b>	<b>278,090</b>	<b>301,181</b>
<u>Income</u>				
Fees & Charges Income	(51,818)	(54,850)	(56,420)	(56,640)
Recharge Income	(1,431,184)	(1,174,270)	(1,429,370)	(1,221,560)
<b>Total Income</b>	<b>(1,483,002)</b>	<b>(1,229,120)</b>	<b>(1,485,790)</b>	<b>(1,278,200)</b>
<b>Net Income</b>	<b>(1,176,825)</b>	<b>(962,769)</b>	<b>(1,207,700)</b>	<b>(977,019)</b>

## SERVICE DESK

### Purpose

The IT Service Desk provides a quality, ITIL3 compliant helpdesk to its user base. Support is provided to all IT users and councillors in both Test Valley and Winchester councils

### Additional Information

The Service Desk acts as a first point of contact for users who have IT issues or requests for service. A service desk system is used to log and manage calls set against agreed service levels. The team liaises with all third party service and system providers to ensure these agreed service levels are achieved.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	263,337	234,694	246,940	246,193
Transport Costs	702	1,000	500	1,000
Supplies & Services	2,742	2,420	2,590	3,070
<b>Total Expenditure</b>	<b>266,781</b>	<b>238,114</b>	<b>250,030</b>	<b>250,263</b>
<b>Fees &amp; Charges Income</b>	<b>(148,660)</b>	<b>(167,630)</b>	<b>(143,430)</b>	<b>(182,530)</b>
<b>Net Expenditure</b>	<b>118,121</b>	<b>70,484</b>	<b>106,600</b>	<b>67,733</b>



## INFRASTRUCTURE

### Purpose

The Operation Team provides the core support to all users for the IT systems (both data processing and voice services) used throughout the shared service. The Operations Team will implement and maintain all corporate IT infrastructure and procedures and policies aligned with business needs, working closely with the Business Support Team.

### Additional Information

The Operations Team supports all aspects of providing ICT services to partners' including data processing, storage and telephony systems, servers, networks and desktop clients.

The Operations Team also manage and monitor all aspects of infrastructure performance and availability. Support is provided for Internet and Intranet access and online services underpinning transformational government and service improvement initiatives. Leading industry standard technologies located in the councils' computer suites supply highly available business-critical systems to over 900 users' across the shared service partnership.

Corporate security including PSN (Public Services Network) security standards and technical architecture are also managed within the Service Support Team.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	363,327	326,807	310,210	332,799
Premises Costs	1,314	0	0	0
Transport Costs	786	1,000	250	500
Supplies & Services	159,233	181,370	201,250	188,910
Capital Charges	46,694	40,070	42,860	27,460
<b>Total Expenditure</b>	<b>571,355</b>	<b>549,247</b>	<b>554,570</b>	<b>549,669</b>

## CORPORATE SERVICES

### Purpose

The Business Development Team provides support and maintenance to all core line of business applications. In many cases this involves working closely with suppliers upgrading systems to ensure the IT systems are fully maintained to supported levels.

It is the responsibility of the Business Development Team to ensure all core business applications are fit for purpose and available for our customers. This team also delivers bespoke development and support functions including full GIS services, web development and database administration and application performance monitoring.

### Additional Information

The Business Support Team supports the IT Management Team including all aspects of procurement, financial and budget administration functions to both partner organisations.

Although operational IT service management sits within the Service Support and Business Development, the Business Support Team will act as a liaison with the business to measure service performance. As primary liaison the team will also strategically identify new requirements that may contain initial 'first pass' business analysis work. This is then passed to the IT Management Team to consider as part of strategic direction and development of an IT Strategy.

The Business Support Team is responsible for the management of IT software and hardware licensing and ensures all contract administration and third party management to ensure that agreements with partners and suppliers meet agreed service levels and ensure contractual obligations are met.

Business Support Team also has significant contribution to the 'Change Control' process in conjunction with the Service Support Team acting as the lead in the CAB (Change Advisory Board). This team also provide IT Project and Programme Management support working alongside the other IT teams and any corporate Project Managers and external Third Party Project teams.

	<b>Actual 2019/20</b>	<b>Original Estimate 2020/21</b>	<b>Forecast 2020/21</b>	<b>Original Estimate 2021/22</b>
	£	£	£	£
<u>Expenditure</u>				
Employee Costs	164,505	144,925	119,530	145,636
Premises Costs	255	120	120	120
Transport Costs	0	200	0	200
Supplies & Services	393,486	246,040	468,410	253,240
Support Service Costs	2,970	2,600	2,320	2,550
Capital Charges	3,250	3,250	15,570	15,570
<b>Total Expenditure</b>	<b>564,466</b>	<b>397,135</b>	<b>605,950</b>	<b>417,316</b>
<u>Income</u>				
Fees & Charges Income	(1,319)	(900)	(300)	(700)
Recharge Income	(75,798)	(53,200)	(59,520)	(57,430)
<b>Total Income</b>	<b>(77,117)</b>	<b>(54,100)</b>	<b>(59,820)</b>	<b>(58,130)</b>
<b>Net Expenditure</b>	<b>487,349</b>	<b>343,035</b>	<b>546,130</b>	<b>359,186</b>

**LEGAL & DEMOCRATIC SERVICE  
ESTIMATES  
2021/22**



## LEGAL & DEMOCRATIC SERVICE

The Legal function is responsible for the provision of a wide range of legal services to the Council (both Councillors and Officers). In addition, the Head of Service is the Council's Monitoring Officer and Data Protection Officer.

The Service has overall responsibility for leading on the Data Protection Act 2018, General Data Protection Regulation 2016 ('GDPR'), Environmental Information Regulations 2014 and Freedom of Information Act 2000 functions.

The Democratic function is responsible for a variety of duties including the management of the Council's committees and decision making function, the Civic Office and Councillor support.

The Service is responsible for licensing functions and also has responsibility for the management of Local Land Charges and Assets of Community Value.

The Service is responsible for all electoral service functions.

The Service is responsible for the Council's emergency planning function and business continuity.

<b>Principal Activities</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b>Legal</b>				
Legal Function	(395,939)	(134,232)	(140,656)	(149,752)
Land Charges	(57,347)	(74,179)	(66,215)	(28,364)
<b>Total - Legal</b>	<b>(453,286)</b>	<b>(208,411)</b>	<b>(206,871)</b>	<b>(178,116)</b>
<b>Democratic</b>				
Council Elections	369,805	152,055	154,037	155,538
Registration of Electors	89,379	85,750	68,260	85,240
<b>Total - Democratic</b>	<b>459,184</b>	<b>237,805</b>	<b>222,297</b>	<b>240,778</b>
<b>Licensing</b>				
Betting, Gaming & Lotteries	(4,155)	(7,172)	(5,507)	(4,336)
Alcohol & Entertainment Licensing	(19,886)	(35,026)	(22,797)	(17,175)
Scrap Metal Dealer Licences	1,508	2,288	1,896	2,491
Hackney Carriages & Private Hire Vehicles	20,364	10,516	14,148	20,280
<b>Total - Licensing</b>	<b>(2,169)</b>	<b>(29,394)</b>	<b>(12,260)</b>	<b>1,260</b>
<b>Net Total Expenditure</b>	<b>3,729</b>	<b>0</b>	<b>3,166</b>	<b>63,922</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	1,211,957	1,092,570	1,080,706	1,137,382
Premises Costs	101,531	31,060	3,550	31,620
Transport Costs	35,961	11,280	1,902	9,850
Supplies & Services	988,612	452,000	258,143	442,710
Support Service Costs	69,650	60,550	56,190	59,400
<b>Total Expenditure</b>	<b>2,407,711</b>	<b>1,647,460</b>	<b>1,400,491</b>	<b>1,680,962</b>
<u>Income</u>				
Fees & Charges Income	(1,131,313)	(689,260)	(445,565)	(595,800)
Recharge Income	(1,272,669)	(958,200)	(951,760)	(1,021,240)
<b>Total Income</b>	<b>(2,403,982)</b>	<b>(1,647,460)</b>	<b>(1,397,325)</b>	<b>(1,617,040)</b>
<b>Net Expenditure</b>	<b>3,729</b>	<b>0</b>	<b>3,166</b>	<b>63,922</b>

## LEGAL AND DEMOCRATIC FUNCTION

### Purpose

The main responsibility of the Legal Function is to provide a wide range of legal advice and expertise to the Council.

### Additional Information

Advice and expertise provided includes: -

- Legal advice, including advice in Council and the Committees of the Council
- Conduct of litigation in the courts and at tribunals and inquiries.
- Support and advice to the Council's Planning functions
- Preparation of contracts and agreements
- Preparation of statutory orders and notices
- Conveyancing, including sales and purchases of land, industrial leases and related matters, licences, agreements, easements, wayleaves and similar matters
- Advice and representation in matters of information law
- All other legal contentious and non-contentious matters

The Head of Legal and Democratic has been given the statutory role of the Council's Monitoring Officer. The Monitoring Officer is responsible for ensuring that the Council complies with the law, that the Council's Constitution is kept up to date and that ethical standards are maintained throughout the Council making statutory reports and where necessary, conducting or arranging for investigations into alleged breaches of the Councillor Code of Conduct at Borough and Parish level.

Democratic Services main role is to administer and support the Council, Cabinet, Committee and other meetings of the Council providing support and guidance for officers and councillors as part of the decision making process. Democratic Services provides support for Councillors including administration of the Councillors Allowance Scheme and Member Development. The service also provides support for the Mayoral Office.

	<b>Actual 2019/20</b>	<b>Original Estimate 2020/21</b>	<b>Forecast 2020/21</b>	<b>Original Estimate 2021/22</b>
	£	£	£	£
<u>Expenditure</u>				
Employee Costs	811,207	768,368	752,509	803,798
Transport Costs	3,414	2,700	700	1,350
Supplies & Services	74,498	57,990	62,120	65,440
Support Service Costs	53,620	46,910	42,160	45,900
<b>Total Expenditure</b>	<b>942,739</b>	<b>875,968</b>	<b>857,489</b>	<b>916,488</b>
<u>Income</u>				
Fees & Charges Income	(66,009)	(52,000)	(46,385)	(45,000)
Recharge Income	(1,272,669)	(958,200)	(951,760)	(1,021,240)
<b>Total Income</b>	<b>(1,338,678)</b>	<b>(1,010,200)</b>	<b>(998,145)</b>	<b>(1,066,240)</b>
<b>Net Income</b>	<b>(395,939)</b>	<b>(134,232)</b>	<b>(140,656)</b>	<b>(149,752)</b>

## LAND CHARGES

### Purpose

The Council has a statutory duty to maintain a register of certain charges against land within its boundaries. A Local Land Charges team is employed to maintain this register and to assist members of the public in carrying out searches of the register.

### Additional Information

Each full search request requires obtaining data from other teams in the Council including Building Control, Environmental Health, Development Control, and also from Hampshire County Council, and ensures that data is accurate.

The level of search fee is set locally and reviewed annually. Search requests are completed on average within 10 working days.

The Localism Act 2011 introduced the Community Right to Bid. The legislation requires that the Council maintains a list of Assets of Community Value. Appeals against registration are heard by Corporate Directors with the support of Legal and Democratic officers.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	80,626	76,001	78,580	80,706
Premises Costs	128	0	0	0
Transport Costs	83	500	100	400
Supplies & Services	80,104	92,560	88,355	72,540
Support Service Costs	2,060	1,760	1,810	1,740
<b>Total Expenditure</b>	<b>163,001</b>	<b>170,821</b>	<b>168,845</b>	<b>155,386</b>
<b>Fees &amp; Charges Income</b>	<b>(220,348)</b>	<b>(245,000)</b>	<b>(235,060)</b>	<b>(183,750)</b>
<b>Net Income</b>	<b>(57,347)</b>	<b>(74,179)</b>	<b>(66,215)</b>	<b>(28,364)</b>



## COUNCIL ELECTIONS

### Purpose

The Council Elections team is responsible for carrying out the statutory function of the Authority to make arrangements for Parliamentary, County, Borough and Parish Council Elections, as well as any Referenda that occur.

### Additional Information

Responsibilities include liaising with candidates and their agents, organising the supply of official election documents including ballot papers and postal voting packs, dispatch, opening and processing of postal votes, locating and staffing of polling stations, counting the ballot papers, declaring the result and preparing official returns.

Approximately 90 polling stations are used together with approximately 230 polling and 120 count staff at a normal local government election.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	191,455	139,915	136,520	141,758
Premises Costs	101,403	31,060	3,550	31,620
Transport Costs	28,088	4,330	0	5,400
Supplies & Services	708,308	184,910	26,208	202,560
<b>Total Expenditure</b>	<b>1,029,254</b>	<b>360,215</b>	<b>166,278</b>	<b>381,338</b>
<b>Fees &amp; Charges Income</b>	<b>(659,449)</b>	<b>(208,160)</b>	<b>(12,241)</b>	<b>(225,800)</b>
<b>Net Expenditure</b>	<b>369,805</b>	<b>152,055</b>	<b>154,037</b>	<b>155,538</b>

## REGISTRATION OF ELECTORS

### Purpose

Maintaining the accuracy and completeness of the Register of Electors is a statutory function that the Council must conduct. A canvass must be carried out each year, with Household Enquiry Forms and reminders sent to the occupiers of all dwellings between July and December each year, with follow up actions required depending on the information contained in the return of the Household Enquiry Forms. The Register is updated from the information contained within the forms and a revised register is published on 1st December.

### Additional Information

Individual Electoral Registration (IER) has been in place since June 2014 and electors have the requirement to register individually, rather than as a household. In order to be verified and confirmed on the register, potential electors have to provide National Insurance Numbers and dates of birth, along with other information to complete their registration. Electors are able to register to vote online, and can provide their details via email or over the telephone, as well as completing a hard copy registration form. Electors are able to be added and deleted from the Register throughout the year (except during the months of September to November when the annual canvass is taking place).

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	(25)	0	0	0
Transport Costs	3,163	3,000	1,000	2,000
Supplies & Services	98,737	95,090	64,970	81,130
Support Service Costs	5,480	4,660	4,790	4,610
<b>Total Expenditure</b>	<b>107,355</b>	<b>102,750</b>	<b>70,760</b>	<b>87,740</b>
<b>Fees &amp; Charges Income</b>	<b>(17,976)</b>	<b>(17,000)</b>	<b>(2,500)</b>	<b>(2,500)</b>
<b>Net Expenditure</b>	<b>89,379</b>	<b>85,750</b>	<b>68,260</b>	<b>85,240</b>

## BETTING, GAMING AND LOTTERIES

### Purpose

The Council is required to maintain a register of permits issued for small lottery registrations and gaming machines. The Council also receives statutory returns for small lotteries.

### Additional Information

The Gambling Act 2005 has resulted in the Council becoming responsible for the licensing of all premises relating to betting, gaming and lotteries (except the National Lottery). When determining applications under the Act the Council must have regard to the three licensing objectives: preventing gambling from being a source of crime or disorder, being associated with crime or disorder, or being used to support crime; ensuring gambling is conducted in a fair and open way; and protecting children and other vulnerable persons from being harmed or exploited by gambling.

The fees for all licences and permits are set by the Council up to a maximum level which is determined by central government. Licences and permits for gambling premises, members' clubs, small lotteries and public houses with more than two gaming machines are subject to an annual fee. Currently, the Council licences eleven gambling premises and there are approximately 120 small lottery registrations. Public houses and similar alcohol licensed premises are automatically entitled to have two gaming machines and are required to merely notify the Council and pay a one-off fee of £50.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employees Costs	6,883	5,718	6,333	6,494
Transport Costs	8	0	0	0
Supplies & Services	74	110	160	170
<b>Total Expenditure</b>	<b>6,965</b>	<b>5,828</b>	<b>6,493</b>	<b>6,664</b>
<b>Fees &amp; Charges Income</b>	<b>(11,120)</b>	<b>(13,000)</b>	<b>(12,000)</b>	<b>(11,000)</b>
<b>Net Income</b>	<b>(4,155)</b>	<b>(7,172)</b>	<b>(5,507)</b>	<b>(4,336)</b>

## ALCOHOL & ENTERTAINMENT LICENSING

### Purpose

The licensing of places used for the provision of regulated entertainment, sale of alcohol and provision of late night refreshment is a duty imposed on Borough Councils by the Licensing Act 2003.

### Additional Information

In licensing such places the Council must ensure that the four licensing objectives are met. These are; the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm.

Licence fees are set by central government and income relates to the annual fees premises are required to pay together with fees for applications for new licences and variations to existing licences.

The Council has a statutory responsibility for issuing a range of other licences. The Licensing Team deals with those relating to charitable street and house to house collections, scrap metal dealers, sex establishments and pavement cafes. The team also administers the use of four approved charity banners sites which can be used by community groups and others to advertise community events.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	68,202	57,814	61,745	62,925
Transport Costs	1,189	750	100	700
Supplies & Services	7,075	5,360	4,670	6,140
Support Service Costs	4,760	4,050	4,170	4,010
<b>Total Expenditure</b>	<b>81,226</b>	<b>67,974</b>	<b>70,685</b>	<b>73,775</b>
Fees & Charges Income	(101,112)	(103,000)	(93,482)	(90,950)
<b>Net Income</b>	<b>(19,886)</b>	<b>(35,026)</b>	<b>(22,797)</b>	<b>(17,175)</b>

## SCRAP METAL DEALER LICENCES

### Purpose

The Scrap Metal Dealers Act 2013 came into force on 1st October 2013 and replaced the existing registration schemes for scrap metal dealers and motor salvage operators. It introduced a revised regulatory regime for the scrap metal dealing and vehicle dismantling industries. The Act also provides local authorities and police officers with suitable powers of entry and inspection. Local authorities have to pass details of licences issued to the Environment Agency who will establish a national register of scrap metal dealers.

### Additional Information

The Act is a response to the national problem of metal theft. The key features of the Act include: a requirement for all individuals and businesses to complete an enhanced application process to obtain a scrap metal dealer licence; local authorities have the power to turn down unsuitable applicants and revoke a licence; requiring all sellers of metal to provide personal identification at the point of sale, which is then recorded by the scrap metal dealer; extending the offence of buying metal with cash to itinerant metal collectors i.e. there will be no cash sales in any circumstances; new powers for the police and local authorities to enter and inspect sites; widening the definition of a scrap metal dealer to include motor salvage operators; and creating a new central public register, hosted by the Environment Agency, of all individuals and businesses licensed as scrap metal dealers.

Because central government has not amended the Functions Regulations the Act is deemed to be an Executive function and so matters are dealt with by the Cabinet and not the Licensing Committee. This may change in the future. The Council is able to charge a fee for the issuing of licences, albeit on a cost recovery basis only. There are two types of licence, site and collector. The higher fee for sites reflects the position that sites are likely to require more detailed inspections of records.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	3,442	2,858	3,166	3,251
Transport Costs	4	0	0	0
Supplies & Services	32	30	30	40
<b>Total Expenditure</b>	<b>3,478</b>	<b>2,888</b>	<b>3,196</b>	<b>3,291</b>
<b>Fees &amp; Charges Income</b>	<b>(1,970)</b>	<b>(600)</b>	<b>(1,300)</b>	<b>(800)</b>
<b>Net Expenditure</b>	<b>1,508</b>	<b>2,288</b>	<b>1,896</b>	<b>2,491</b>

## HACKNEY CARRIAGES & PRIVATE HIRE VEHICLES

### Purpose

The Council has statutory responsibility for the issue of licences for Hackney Carriages and Private Hire Vehicles. This responsibility includes ensuring that drivers and operators / proprietors observe the relevant legal provisions and safeguard, as far as possible, the safety of the public.

### Additional Information

All vehicles are inspected at least once a year (every six months for vehicles over six years old) and reports are received from the Disclosure and Barring Service and the Driver and Vehicle Licensing Agency before driver licences are issued.

It is estimated that approximately 240 vehicles will be licensed in the year along with over 300 drivers and approximately 75 operators.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	50,167	41,896	41,853	38,450
Transport Costs	12	0	2	0
Supplies & Services	19,784	15,950	11,630	14,690
Support Service Costs	3,730	3,170	3,260	3,140
<b>Total Expenditure</b>	<b>73,693</b>	<b>61,016</b>	<b>56,745</b>	<b>56,280</b>
<b>Fees &amp; Charges Income</b>	<b>(53,329)</b>	<b>(50,500)</b>	<b>(42,597)</b>	<b>(36,000)</b>
<b>Net Expenditure</b>	<b>20,364</b>	<b>10,516</b>	<b>14,148</b>	<b>20,280</b>



**PLANNING & BUILDING SERVICE  
ESTIMATES  
2021/22**





## PLANNING & BUILDING SERVICE

The Planning & Building Service is primarily engaged with the processing of planning and building regulation applications, enforcement of planning legislation and compliance with building regulations, Building Act and Land Drainage Act. It also provides advice and guidance on conservation matters, listed buildings, tree preservation orders and landscape.

### Aims

To conserve and enhance the natural, man-made and historic environment of Test Valley and to ensure that new development is of a high quality of design and construction and contributes to improving housing and community facilities, economic prosperity, sustainable integrated transport and social wellbeing.

<b>Principal Activities</b>	<b>Actual 2019/20</b>	<b>Original Estimate 2020/21</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
Development Control & Enforcement	2,767,669	2,052,273	2,562,061	2,117,722
Building Control	139,658	98	126,780	147,508
<b>Net Total Expenditure</b>	<b>2,907,327</b>	<b>2,052,371</b>	<b>2,688,841</b>	<b>2,265,230</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	2,779,502	2,492,721	2,539,426	2,545,215
Premises Costs	888	660	850	860
Transport Costs	33,199	36,380	18,260	34,520
Supplies & Services	368,290	269,460	292,110	274,355
Support Service Costs	1,300,980	1,070,810	1,072,260	1,098,300
Capital Charges	146,733	0	0	0
<b>Total Expenditure</b>	<b>4,629,592</b>	<b>3,870,031</b>	<b>3,922,906</b>	<b>3,953,250</b>
<b><u>Income</u></b>				
Fees & Charges Income	(1,695,295)	(1,790,340)	(1,205,985)	(1,659,800)
Recharge Income	(26,970)	(27,320)	(28,080)	(28,220)
<b>Total Income</b>	<b>(1,722,265)</b>	<b>(1,817,660)</b>	<b>(1,234,065)</b>	<b>(1,688,020)</b>
<b>Net Total Expenditure</b>	<b>2,907,327</b>	<b>2,052,371</b>	<b>2,688,841</b>	<b>2,265,230</b>

## DEVELOPMENT CONTROL AND ENFORCEMENT

### Purpose

The primary task of this team is the statutory processing of planning applications and defending associated appeals. Responsibilities also include the enforcement of planning control and checking compliance with planning conditions.

### Additional Information

In addition the Service provides pre-application advice for applicants and agents. It also provides advice and guidance on the policy aspects of conservation, design and landscape. It prepares Tree Preservation Orders and is responsible for dealing with applications for works to trees.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	2,397,840	2,134,903	2,187,681	2,176,662
Premises Costs	888	660	850	860
Transport Costs	19,414	21,600	5,120	21,600
Other Supplies & Services	336,821	234,520	260,010	237,200
Support Service Costs	1,276,760	1,050,210	1,051,080	1,077,920
Capital Charges	146,733	0	0	0
<b>Total Expenditure</b>	<b>4,178,456</b>	<b>3,441,893</b>	<b>3,504,741</b>	<b>3,514,242</b>
<u>Income</u>				
Fees & Charges Income	(1,383,817)	(1,362,300)	(914,600)	(1,368,300)
Recharge Income	(26,970)	(27,320)	(28,080)	(28,220)
<b>Total Income</b>	<b>(1,410,787)</b>	<b>(1,389,620)</b>	<b>(942,680)</b>	<b>(1,396,520)</b>
<b>Net Expenditure</b>	<b>2,767,669</b>	<b>2,052,273</b>	<b>2,562,061</b>	<b>2,117,722</b>

## BUILDING CONTROL

### Purpose

The Building Control Consultancy is responsible for ensuring that alterations and extensions to existing buildings and the construction of new buildings comply with the statutory requirements of Building Regulations. The Consultancy is also responsible for dealing with dangerous structures reported to the Council, demolition of buildings and land drainage issues. These responsibilities are set out in the Building Act 1984 and the Land Drainage Act 1991.

### Sewerage: Sewerage and Drainage

In accordance with Council policy, a reactive service is provided in respect of any cases of flooding being reported within the Borough.

The Building Control Consultancy investigates and helps to resolve any matter relating to the blockage or obstruction of land drainage ditches.

### Additional Information

Charges relating to the Building Regulation element of the work are required to be set with an aim of a full cost recovery on a year on year basis ensuring that users of the service only pay for the service received.

In order to do this, surveyors allocate their time between fee and non-fee earning work. Fee earning work consists of the administration of the regulations and allied legislation and involves the examination of plans and the inspection of any building works subject to compliance. Non-fee earning work covers the other areas that Building Control is responsible for and includes dealing with dangerous structures, demolition works and land drainage issues.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	381,662	357,818	351,745	368,553
Transport Costs	13,785	14,780	13,140	12,920
Supplies & Services	31,469	34,940	32,100	37,155
Support Service Costs	24,220	20,600	21,180	20,380
<b>Total Expenditure</b>	<b>451,136</b>	<b>428,138</b>	<b>418,165</b>	<b>439,008</b>
<b>Fees &amp; Charges Income</b>	<b>(311,478)</b>	<b>(428,040)</b>	<b>(291,385)</b>	<b>(291,500)</b>
<b>Net Expenditure</b>	<b>139,658</b>	<b>98</b>	<b>126,780</b>	<b>147,508</b>

**PLANNING POLICY & ECONOMIC  
DEVELOPMENT  
ESTIMATES  
2021/22**



## Planning Policy & Economic Development

### Aim:

Our aim is to deliver the strategic planning, climate change and economic development function for the Borough and to help deliver the regeneration of the two town centres and the infrastructure required to

### Summary:

The role of the Planning Policy teams are to produce the development plan for the Borough to set out the vision and broad objectives for development for the next 20 years, the policies to deliver them and the locations for development including housing, employment, retail, leisure and transport. The officers advise the Council on strategic planning matters at a national, county, sub regional and local level. The Service also works with the Borough's communities on the delivery of community planning including neighbourhood plans and village design statements, infrastructure delivery and working with organisations to enhance public and community transport and promoting sustainable travel choices in the borough.

The Council is committed to identify steps that need to be taken to achieve carbon-neutrality as soon as possible. In June 2020 the Council approved its climate emergency action plan. The Service leads on the monitoring and review of the climate emergency action plan and works with other Services in delivering carbon neutrality for the Council.

The regeneration team lead on the delivery of the masterplans for Andover town centre and South of Romsey Town Centre. This is in order to create town centres that residents and visitors will be able to live, work and enjoy themselves in an attractive environment.

The Economic Development function of the Service covers various elements of the Council's economic activities, many of which involve partnerships with other organisations and agencies. It includes promoting economic activity throughout Test Valley including Andover and Romsey town centres, the rural economy, the tourism sector and on business parks. It provides business support directly through the Business Incentive Grant, Independent Retailer Grant and Andover Skills Training Fund and indirectly through many initiatives, including the Test Valley Business Awards, Business networking events, etc.

	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<b>Principal Activities</b>				
Planning Policy	816,237	768,677	978,910	1,055,771
Local Development Framework	11,462	108,064	287,000	275,397
<b>Total Planning Policy</b>	<b>827,699</b>	<b>876,741</b>	<b>1,265,910</b>	<b>1,331,168</b>
Economic Development & Promotion	76,560	80,920	64,820	107,690
Promotion of Tourism	151,092	101,420	81,280	101,050
<b>Total Economic Development and Promotion</b>	<b>227,652</b>	<b>182,340</b>	<b>146,100</b>	<b>208,740</b>
<b>Town Centre Management</b>	<b>16,130</b>	<b>20,740</b>	<b>16,760</b>	<b>20,730</b>
<b>Net Total Expenditure</b>	<b>1,071,481</b>	<b>1,079,821</b>	<b>1,428,770</b>	<b>1,560,638</b>



## SUBJECTIVE SUMMARY

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	536,923	532,131	664,580	830,098
Premises Costs	51,943	5,180	4,040	6,020
Transport Costs	13,913	10,880	7,380	11,640
Supplies & Services	513,532	379,440	551,410	562,180
Support Service Costs	250,460	206,810	301,980	211,420
<b>Total Expenditure</b>	<b>1,366,771</b>	<b>1,134,441</b>	<b>1,529,390</b>	<b>1,621,358</b>
<u>Income</u>				
Fees & Charges Income	(270,820)	(28,500)	(73,780)	(32,500)
Recharge Income	(24,470)	(26,120)	(26,840)	(28,220)
<b>Total Income</b>	<b>(295,290)</b>	<b>(54,620)</b>	<b>(100,620)</b>	<b>(60,720)</b>
<b>Net Expenditure</b>	<b>1,071,481</b>	<b>1,079,821</b>	<b>1,428,770</b>	<b>1,560,638</b>

## PLANNING POLICY

### Purpose

The primary purpose of the team is to prepare the Development Plan for the borough in accordance with Government requirements. This comprises a number of documents including; the Revised Borough Local Plan DPD, a future Gypsy & Traveller DPD along with the Statement of Community Involvement, Local Development Scheme and Supplementary Planning Documents (SPD). An Authorities Monitoring Report (AMR) to monitor progress is also produced. These documents are significant for all of the Council's strategic priorities as identified in the Corporate Plan. The team leads on the implementation of the Council's Sustainability Framework.

### Additional Information

The key challenge for the coming year will be implementing the adopted Revised Local Plan DPD and continuing work on the next version of the local plan. The adopted document sets out the vision and broad objectives for development in the borough for the next 20 years, the policies to deliver them and the locations for development including housing, employment, retail, leisure and transport. Continued engagement with the community and collecting evidence will be a task for the coming year.

Within the borough there are four new neighbourhoods under construction, at Augusta Park, Picket Piece, Picket Twenty and Abbotswood. The Planning Policy Team lead the officer working group which is co-ordinating the work of the Council in implementing the section 106 agreements.

The Community Infrastructure Levy (CIL) has been adopted and mechanisms put in place which allow for organisations to bid for funds.

The team covers the Infrastructure Planning function for the Council. This role covers working with organisations to deliver and enhance infrastructure provision including community transport and promoting sustainable travel choices in the borough.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	508,255	507,427	624,930	790,131
Premises Costs	257	350	0	350
Transport Costs	10,706	7,580	5,790	8,340
Grants	49,388	50,430	53,990	51,290
Other Supplies & Services	26,561	26,380	23,360	26,600
Support Service Costs	245,540	202,630	297,680	207,280
<b>Total Expenditure</b>	<b>840,707</b>	<b>794,797</b>	<b>1,005,750</b>	<b>1,083,991</b>
<b>Recharge Income</b>	<b>(24,470)</b>	<b>(26,120)</b>	<b>(26,840)</b>	<b>(28,220)</b>
<b>Net Expenditure</b>	<b>816,237</b>	<b>768,677</b>	<b>978,910</b>	<b>1,055,771</b>

## LOCAL DEVELOPMENT FRAMEWORK

### Purpose

The primary purpose of the team is to prepare the Development Plan for the borough in accordance with Government requirements. This comprises a number of documents including; the Revised Borough Local Plan DPD, a future Gypsy & Traveller DPD along with the Statement of Community Involvement, Local Development Scheme and Supplementary Planning Documents (SPD). An Authorities Monitoring Report (AMR) to monitor progress is also produced. These documents are significant for all of the Council's strategic priorities as identified in the Corporate Plan

The team leads on the implementation of the Council's Climate Emergency.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	28,668	24,704	39,650	39,967
Transport Costs	175	230	230	230
Supplies & Services	226,565	83,130	307,120	235,200
<b>Total Expenditure</b>	<b>255,408</b>	<b>108,064</b>	<b>347,000</b>	<b>275,397</b>
<b>Fees &amp; Charges Income</b>	<b>(243,946)</b>	<b>0</b>	<b>(60,000)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>11,462</b>	<b>108,064</b>	<b>287,000</b>	<b>275,397</b>

## ECONOMIC DEVELOPMENT & PROMOTION

### Purpose

Economic development and promotion is an important area of work across the Borough as reflected in the Corporate Plan. This area of the service covers various elements of the Council's economic activities, many of which involve partnerships with other organisations and agencies.

### Additional Information

The diversity of activities includes:

Promoting economic activity throughout Test Valley including Andover and Romsey town centres, on business parks, the rural economy (e.g. through LEADER Programmes), Andover's manufacturing/engineering sector and the tourism sector.

Business Support directly through the Business Incentive Grant, Independent Retailer Grant and Andover Skills Training Fund and indirectly through many initiatives, including Meet the Buyer and the Test Valley Business Awards.

Provision of accommodation for start-up businesses on flexible terms (e.g. Walworth Enterprise Centre and the Basepoint Andover Business and Innovation Centre).

Assisting business organisations, such as Enterprise Agency and working with rural businesses.

Promoting learning and skills training, particularly in Andover, by delivering the £500,000 Andover Skills Training Fund; annual Andover Junior Graduation ceremonies; and throughout the Borough by the Test Valley Skills Zone Partnership and using S.106 agreements to secure construction apprenticeships.

Manage the delivery of the Economic Development Strategy action plan.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	1,335	240	0	1,250
Transport Costs	1,672	1,710	0	1,710
Supplies & Services	96,432	104,230	75,270	134,020
Support Service Costs	3,810	3,240	3,330	3,210
<b>Total Expenditure</b>	<b>103,248</b>	<b>109,420</b>	<b>78,600</b>	<b>140,190</b>
<b>Fees &amp; Charges Income</b>	<b>(26,688)</b>	<b>(28,500)</b>	<b>(13,780)</b>	<b>(32,500)</b>
<b>Net Expenditure</b>	<b>76,560</b>	<b>80,920</b>	<b>64,820</b>	<b>107,690</b>

## PROMOTION OF TOURISM

### Purpose

The Council is committed to improving the visitor opportunities within the Borough and seeks ways of encouraging visitors from within and outside the Borough to make use of its attractive environment and facilities on offer. It is responsible for the Tourist Information Centre in Romsey by funding Tourism South East to manage the facility.

### Additional Information

Test Valley has a wide range of attractions for local residents and visitors to enjoy. The Council aims to advertise and promote the Borough as a tourist destination, producing promotional literature. Examples include the annual Test Valley Visitor Guide, Test Valley Churches, Sprat and Winkle Line, Test Valley Vineyards and Get Out and Walk to promote the area's attractive countryside and extensive rights of way. The Council supports tourist accommodation through the local quality assessment scheme and by hosting regular liaison events for businesses and the hospitality sector including the Hampshire Hospitality Awards.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	50,352	4,590	4,040	4,420
Transport Costs	1,360	1,360	1,360	1,360
Grants	70,902	73,630	59,780	73,630
Other Supplies & Services	28,424	21,640	15,890	21,440
Support Service Costs	240	200	210	200
<b>Total Expenditure</b>	<b>151,278</b>	<b>101,420</b>	<b>81,280</b>	<b>101,050</b>
<b>Fees &amp; Charges Income</b>	<b>(186)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>	<b>151,092</b>	<b>101,420</b>	<b>81,280</b>	<b>101,050</b>

## TOWN CENTRE MANAGEMENT

### Purpose

One of the Council's key priorities is to enhance the quality and vitality of Andover and Romsey town centres. It aims to do this by supporting new initiatives to improve the range and quality of what the town can offer to residents, businesses and visitors.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Grants	4,500	20,000	7,660	20,000
Other Supplies & Services	10,760	0	8,340	0
Support Service Costs	870	740	760	730
<b>Net Expenditure</b>	<b>16,130</b>	<b>20,740</b>	<b>16,760</b>	<b>20,730</b>



**PROPERTY AND ASSET MANAGEMENT  
SERVICE  
ESTIMATES  
2021/22**





## PROPERTY AND ASSET MANAGEMENT SERVICE

### **Aim:**

The Service offers property asset management, transport and engineering solutions to meet the needs of Test Valley Borough Council, its citizens and businesses.

### **Summary:**

The Property and Asset Management Service is responsible for managing properties owned by the Council and a range of economic development activities which contribute towards the Council's Corporate Plan's priority to Growing the Potential. Premises Management and Property Maintenance are also functions of the Council delivered by the Service.

The Service is managed by the Head of Property and Asset Management, assisted by four managers. There are two Senior Valuer/Senior Estates surveyors who deal with asset management through commercial and industrial lettings; a Property Service Manager who is responsible for reactive, planned and cyclic maintenance encapsulated in the Council's Asset Management Plan; an Engineering and Transport Manager whose team is responsible for the management and enforcement of the Council's off-street car parks, and the design and implementation of highway and civil engineering project. It also undertakes street naming and numbering and their maintenance along with maintenance of Council owned bus shelters.

## PROPERTY AND ASSET MANAGEMENT SERVICE

### SUMMARY ESTIMATES

Principal Activities	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<b>Estates Support Unit</b>	<b>64,439</b>	<b>51,262</b>	<b>47,738</b>	<b>45,317</b>
<b>Property Portfolio</b>				
Andover Market	10,296	4,480	1,970	3,930
Business Park Development	(5,590,396)	(5,769,186)	(5,708,452)	(5,772,858)
Investment Properties	(1,023,978)	(1,189,056)	(1,012,190)	(1,067,050)
Union Street	(20,256)	(39,360)	(45,470)	(42,800)
Chantry Centre	2,013,970	(54,400)	209,550	192,959
Corporate Properties	(501,071)	(501,015)	(362,140)	(320,162)
<b>Total - Property Portfolio</b>	<b>(5,111,435)</b>	<b>(7,548,537)</b>	<b>(6,916,732)</b>	<b>(7,005,981)</b>
<b>Premises Management</b>				
Public Halls	329,768	477,710	594,850	551,810
Leisure Facilities	43,159	38,510	38,020	44,780
Andover Bus Station	130,186	95,080	86,380	96,120
Public Conveniences	190,184	194,660	199,990	214,089
Office Accommodation	249,625	246,249	129,942	188,258
Depot Costs	0	66,200	20	10
Andover Magistrates Court	81,164	74,010	97,580	96,980
Maintenance Works	219,230	227,625	221,840	236,987
Reactive / Planned Maintenance	0	302,730	157,440	269,140
Building Cleaning	129,910	93,140	98,541	95,642
<b>Total - Premises Management</b>	<b>1,373,226</b>	<b>1,815,914</b>	<b>1,624,603</b>	<b>1,793,816</b>
<b>Transportation</b>				
Engineers	374,774	317,329	287,036	314,886
Highways	12,641	13,830	14,015	14,010
Parking	(733,490)	(778,216)	465,441	(330,245)
Community Transport	54,030	55,000	29,650	55,000
<b>Total - Transportation</b>	<b>(292,045)</b>	<b>(392,057)</b>	<b>796,142</b>	<b>53,651</b>
<b>Net Total Income</b>	<b>(3,965,815)</b>	<b>(6,073,418)</b>	<b>(4,448,249)</b>	<b>(5,113,197)</b>

## SUBJECTIVE SUMMARY

	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<u>Expenditure</u>				
Employee Costs	2,299,183	2,201,395	1,841,361	2,148,998
Premises Costs	3,753,749	3,645,720	3,762,276	3,526,422
Transport Costs	36,395	25,380	21,830	25,450
Supplies & Services	1,286,787	1,439,250	1,345,592	1,372,232
Contract Costs	499,748	492,660	458,120	448,090
Transfer Costs	54,030	55,000	29,650	55,000
Support Service Costs	3,025,150	2,556,220	2,415,680	2,529,890
Capital Charges	2,845,904	863,720	879,530	943,320
<b>Total Expenditure</b>	<b>13,800,946</b>	<b>11,279,345</b>	<b>10,754,039</b>	<b>11,049,402</b>
<u>Income</u>				
Fees & Charges Income	(14,161,417)	(14,098,103)	(12,194,405)	(12,868,839)
Recharge Income	(3,605,344)	(3,254,660)	(3,007,883)	(3,293,760)
<b>Total Income</b>	<b>(17,766,761)</b>	<b>(17,352,763)</b>	<b>(15,202,288)</b>	<b>(16,162,599)</b>
<b>Net Income</b>	<b>(3,965,815)</b>	<b>(6,073,418)</b>	<b>(4,448,249)</b>	<b>(5,113,197)</b>

## ESTATES SUPPORT UNIT

### Purpose

The Estates Support Unit manages the Council's commercial property portfolio as well as providing property and valuation advice to the Council and its respective Services. The unit also maintains the Council's corporate property records and the property asset register.

### Additional Information

At 31 March 2020 the Service was responsible for land and property with a value of around £176.1M, this now includes Car Parks. Rental income generated by these assets is approximately £8.2M per annum. Rental income for 2020/21 is estimated to be approximately £8.2M due to the purchase of new investment properties. The management of the portfolio includes asset disposal, where necessary, to generate capital receipts for the Council.

The Property and Asset Management Team also operates the Council room booking system, which allows members of the public to use the Guildhall, Crosfield Hall and meeting rooms at Beech Hurst. Bookings for Andover High Street are also managed by the team.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	957,678	844,442	749,108	790,037
Premises Costs	1,529	0	1,510	0
Transport Costs	3,707	6,000	1,000	1,000
Supplies & Services	96,560	93,270	82,040	94,230
Support Service Costs	1,026,390	843,500	833,270	865,470
<b>Total Expenditure</b>	<b>2,085,864</b>	<b>1,787,212</b>	<b>1,666,928</b>	<b>1,750,737</b>
<b><u>Income</u></b>				
Fees & Charges Income	(375)	0	0	0
Recharge Income	(2,021,050)	(1,735,950)	(1,619,190)	(1,705,420)
<b>Total Income</b>	<b>(2,021,425)</b>	<b>(1,735,950)</b>	<b>(1,619,190)</b>	<b>(1,705,420)</b>
<b>Net Expenditure</b>	<b>64,439</b>	<b>51,262</b>	<b>47,738</b>	<b>45,317</b>

## ANDOVER MARKET

### Purpose

Andover Charter Market encourages the promotion of local economic sustainability, together with the provision of market stalls that complement the existing High Street retail facilities. It provides excellent quality and value with opportunity for entrepreneurial spirit, and is a significant factor in increasing town centre footfall.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	10,416	10,310	10,150	10,390
Support Service Costs	39,880	34,170	31,820	33,540
<b>Total Expenditure</b>	<b>50,296</b>	<b>44,480</b>	<b>41,970</b>	<b>43,930</b>
<b>Fees &amp; Charges Income</b>	<b>(40,000)</b>	<b>(40,000)</b>	<b>(40,000)</b>	<b>(40,000)</b>
<b>Net Expenditure</b>	<b>10,296</b>	<b>4,480</b>	<b>1,970</b>	<b>3,930</b>

## BUSINESS PARK DEVELOPMENT

### Purpose

The Council owns the freehold of Andover's major commercial areas; Walworth and East and West Portway Business Parks. This area of the service deals with the letting and management of these sites.

### Additional Information

The three commercial areas in Andover cover approximately 400 acres and are home to about 400 businesses employing some 5,000 people. One of the Council's key aims is to develop a vision for Andover's business parks. Work on the rejuvenation of Walworth Business Park with Kier is currently underway, as part of a 15 year partnership.

Walworth Enterprise Centre, now under the management of Kier, consists of 38 small business units. Lettings are operated on an 'easy in / easy out' all inclusive basis and are thus ideally suited for new, small businesses who do not wish to be tied to long term lease arrangements.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	175,765	111,910	125,970	135,120
Supplies & Services	263,033	223,000	225,870	233,790
Support Service Costs	398,840	341,720	318,240	335,440
Sub-Contractor Costs	333	0	0	0
<b>Total Expenditure</b>	<b>837,971</b>	<b>676,630</b>	<b>670,080</b>	<b>704,350</b>
<b>Fees &amp; Charges Income</b>	<b>(6,428,367)</b>	<b>(6,445,816)</b>	<b>(6,378,532)</b>	<b>(6,477,208)</b>
<b>Net Income</b>	<b>(5,590,396)</b>	<b>(5,769,186)</b>	<b>(5,708,452)</b>	<b>(5,772,858)</b>

## INVESTMENT PROPERTIES

### Purpose

To increase the revenue stream to the Council

### Additional Information

The Council has purchased several investment properties both within and outside the Borough.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	52,040	20,260	19,840	21,620
Supplies & Services	10,169	4,000	4,000	4,000
Capital Charges	7,300	0	0	0
Support Service Costs	99,710	85,430	79,560	83,860
<b>Total Expenditure</b>	<b>169,219</b>	<b>109,690</b>	<b>103,400</b>	<b>109,480</b>
<b>Fees &amp; Charges Income</b>	<b>(1,193,197)</b>	<b>(1,298,746)</b>	<b>(1,115,590)</b>	<b>(1,176,530)</b>
<b>Net Income</b>	<b>(1,023,978)</b>	<b>(1,189,056)</b>	<b>(1,012,190)</b>	<b>(1,067,050)</b>



## UNION STREET

### Purpose

Union Street was originally constructed to provide replacement shops for those displaced from the town centre in the 1960's.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	3,717	3,630	870	910
Supplies & Services	495	0	0	0
Support Service Costs	59,820	51,280	47,730	50,320
<b>Total Expenditure</b>	<b>64,032</b>	<b>54,910</b>	<b>48,600</b>	<b>51,230</b>
<b>Fees &amp; Charges Income</b>	<b>(84,288)</b>	<b>(94,270)</b>	<b>(94,070)</b>	<b>(94,030)</b>
<b>Net Income</b>	<b>(20,256)</b>	<b>(39,360)</b>	<b>(45,470)</b>	<b>(42,800)</b>

## CHANTRY CENTRE

### Purpose

The Council owns and operates the Chantry Centre in Andover. This facility provides a range of shops under one roof and is directly linked to Andover Bus Station. The Centre is managed by JLL.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	0	52,250	0	52,250
Premises Costs	1,323,775	1,373,820	1,591,051	1,273,157
Transport Costs	1,360	0	10	0
Supplies and Services	367,600	556,790	659,415	546,821
Support Service Costs	79,760	68,350	63,640	67,090
Third Party Payments	313,254	257,660	304,940	261,620
Capital Charges	2,640,434	359,800	288,020	299,900
<b>Total Expenditure</b>	<b>4,726,183</b>	<b>2,668,670</b>	<b>2,907,076</b>	<b>2,500,838</b>
<b>Fees &amp; Charges Income</b>	<b>(2,712,213)</b>	<b>(2,723,070)</b>	<b>(2,697,526)</b>	<b>(2,307,879)</b>
<b>Net Expenditure / (Income)</b>	<b>2,013,970</b>	<b>(54,400)</b>	<b>209,550</b>	<b>192,959</b>

## CORPORATE PROPERTIES

### Purpose

In addition to its investment property, the Council also owns and manages its operational property: offices, depots, community facilities, leisure facilities, public halls, public conveniences, sports pavilions and cemeteries. A miscellaneous investment portfolio of shops, offices, workshops and agricultural land is also held throughout the Borough. The Service has managed the addition of further investments to the portfolio, comprising a mix of retail, leisure and industrial properties.

### Additional Information

The Service generates an income in excess of £490,000 through lettings to third parties and seeks to maximise the value of its investments through effective asset management. Included in this figure is the Council's income share from the Odeon cinema development

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	107,151	47,880	57,450	50,910
Supplies & Services	14,806	11,100	5,050	11,100
Third Party Payments	0	0	280	0
Support Service Costs	99,720	85,430	79,560	83,860
Capital Charges	(56,876)	6,460	15,000	23,940
<b>Total Expenditure</b>	<b>164,801</b>	<b>150,870</b>	<b>157,340</b>	<b>169,810</b>
<b>Fees &amp; Charges Income</b>	<b>(665,872)</b>	<b>(651,885)</b>	<b>(519,480)</b>	<b>(489,972)</b>
<b>Net Income</b>	<b>(501,071)</b>	<b>(501,015)</b>	<b>(362,140)</b>	<b>(320,162)</b>

## PUBLIC HALLS & HIGH STREET BOOKINGS

### Purpose

The Council maintains a number of community centres as well as public halls across the Borough to provide facilities for the local community to hold meetings and events.

The prosperity of the High Street is supported by providing bookable space for groups to book and use the High Street. The 'Time Ring' provides centrally located accessible High Street space.

### Additional Information

The main halls included are the Upper Guildhall in the north of the Borough and Crosfield Hall in the south, for which buildings management and booking services are carried out. The main conference rooms within the Beech Hurst office complex are also available for hire. Both the Andover Guildhall and Crosfield Hall have undergone substantial renovation; Crosfield Hall has also gained an extended and improved annexe.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	159,558	92,230	132,200	81,970
Supplies & Services	14,920	11,980	9,410	10,380
Third Party Payments	38	0	0	0
Support Service Costs	319,040	273,380	254,560	268,360
Capital Charges	(94,751)	170,850	209,130	210,000
<b>Total Expenditure</b>	<b>398,805</b>	<b>548,440</b>	<b>605,300</b>	<b>570,710</b>
<b>Fees &amp; Charges Income</b>	<b>(69,037)</b>	<b>(70,730)</b>	<b>(10,450)</b>	<b>(18,900)</b>
<b>Net Expenditure</b>	<b>329,768</b>	<b>477,710</b>	<b>594,850</b>	<b>551,810</b>

## LEISURE FACILITIES

### Purpose

The Estates Service is responsible for the utility bills for some of the Borough's Leisure facilities.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	43,159	38,510	38,020	44,780
<b>Total Expenditure</b>	<b>43,159</b>	<b>38,510</b>	<b>38,020</b>	<b>44,780</b>

## ANDOVER BUS STATION

### Purpose

To operate the Bus Station financed primarily by Hampshire County Council. This cost is partly covered by rental income from the facility, particularly from Stagecoach.

### Additional Information

The Premises cost includes the non-domestic rates charge.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	79,553	70,800	66,810	73,100
Supplies & Services	1,301	940	940	940
Support Service Costs	79,760	68,350	63,640	67,090
<b>Total Expenditure</b>	<b>160,614</b>	<b>140,090</b>	<b>131,390</b>	<b>141,130</b>
<b>Fees &amp; Charges Income</b>	<b>(30,428)</b>	<b>(45,010)</b>	<b>(45,010)</b>	<b>(45,010)</b>
<b>Net Expenditure</b>	<b>130,186</b>	<b>95,080</b>	<b>86,380</b>	<b>96,120</b>

## PUBLIC CONVENIENCES

### Purpose

The Council currently provides public conveniences across the Borough, all of which are free to use and have baby changing rooms and facilities for disabled people - and also operates the Community Toilet Scheme in Andover.

### Additional Information

The service is responsible for the cleaning and maintenance of the facilities that it owns.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	0	57,820	0	50,699
Premises Costs	134,195	111,600	108,170	113,830
Supplies & Services	8,223	12,500	6,520	12,630
Support Service Costs	59,820	51,260	47,730	50,320
Capital Charges	(12,054)	18,340	37,570	37,570
<b>Total Expenditure</b>	<b>190,184</b>	<b>251,520</b>	<b>199,990</b>	<b>265,049</b>
<b>Recharge Income</b>	<b>0</b>	<b>(56,860)</b>	<b>0</b>	<b>(50,960)</b>
<b>Net Expenditure</b>	<b>190,184</b>	<b>194,660</b>	<b>199,990</b>	<b>214,089</b>

## OFFICE ACCOMMODATION

### Purpose

This Service is responsible for the day to day provision, running and maintenance of the Council's main office accommodation for staff at Beech Hurst, Andover and the Former Magistrates Court, Romsey.

The Service is also responsible for the Council's depot accommodation at Macadam Way, Portway Business Park, Andover and Bourne House, Romsey.

### Additional Information

The amounts shown in the capital charges represent depreciation of the Council's office buildings.

	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<b>Beech Hurst, Andover</b>				
<u>Expenditure</u>				
Premises Costs	582,665	484,620	435,440	440,270
Supplies & Services	25,524	26,190	21,110	26,210
Contract Costs	26,952	33,000	11,900	35,470
Support Service Costs	39,880	34,170	31,820	33,540
Capital Charges	109,187	110,260	109,570	126,590
<b>Total Expenditure</b>	<b>784,208</b>	<b>688,240</b>	<b>609,840</b>	<b>662,080</b>
<b>Fees &amp; Charges Income</b>	<b>(200,851)</b>	<b>(178,030)</b>	<b>(179,650)</b>	<b>(179,650)</b>
<b>Net Expenditure</b>	<b>583,357</b>	<b>510,210</b>	<b>430,190</b>	<b>482,430</b>
<b>Former Magistrates Court, Romsey</b>				
<u>Expenditure</u>				
Premises Costs	58,012	50,390	47,460	47,660
Supplies & Services	4,866	4,100	3,480	4,580
Support Services Costs	39,880	34,170	31,820	33,540
Capital Charges	18,946	18,950	18,950	18,950
<b>Total Expenditure</b>	<b>121,704</b>	<b>107,610</b>	<b>101,710</b>	<b>104,730</b>
<b>Fees &amp; Charges Income</b>	<b>(37,114)</b>	<b>(37,110)</b>	<b>(37,110)</b>	<b>(37,110)</b>
<b>Net Expenditure</b>	<b>84,590</b>	<b>70,500</b>	<b>64,600</b>	<b>67,620</b>



## OFFICE ACCOMMODATION (Cont.)

### Purpose

The Premises Management budget includes all salaries and office costs incurred in carrying out the Council's premises management function.

### Additional Information

The staff costs of the directly controlled public halls are included within the Employee Costs heading below and recharged to the Public Halls cost centres as Support Services costs. Only costs of employees working entirely on this function are charged here. Other office based staff are charged to the Estates Support Unit.

<b>Premises Management</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	122,395	138,159	115,504	141,178
Transport Costs	153	100	190	100
Supplies & Services	7,290	5,340	4,860	5,570
Contract Costs		0		0
Support Service Costs	40,040	34,310	31,960	33,670
<b>Total Expenditure</b>	<b>169,878</b>	<b>177,909</b>	<b>152,514</b>	<b>180,518</b>
<b>Fees &amp; Charges Income</b>	<b>0</b>	<b>0</b>	<b>(17,872)</b>	<b>0</b>
<b>Net Expenditure / (Income)</b>	<b>169,878</b>	<b>177,909</b>	<b>134,642</b>	<b>180,518</b>
<b>General Office Accommodation</b>				
<b>Recharge Income</b>	<b>(588,200)</b>	<b>(512,370)</b>	<b>(499,490)</b>	<b>(542,310)</b>
<b>Net Expenditure</b>	<b>249,625</b>	<b>246,249</b>	<b>129,942</b>	<b>188,258</b>

## DEPOT COSTS

### Purpose

The service is also responsible for the Council's depot accommodation at Macadam Way, Portway Business Park, Andover and Bourne House, Romsey.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	201,660	172,800	197,040	183,060
Supplies & Services	2,552	2,040	2,670	2,300
Support Service Costs	79,760	68,340	63,640	67,080
Third Party Payments	148	0	0	0
Capital Charges	65,024	69,700	69,800	80,110
<b>Total Expenditure</b>	<b>349,144</b>	<b>312,880</b>	<b>333,150</b>	<b>332,550</b>
<b>Recharge Income</b>	<b>(349,144)</b>	<b>(246,680)</b>	<b>(333,130)</b>	<b>(332,540)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>66,200</b>	<b>20</b>	<b>10</b>

## ANDOVER MAGISTRATES COURT

### Purpose

This building has been purchased to facilitate future plans for this location.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Premises Costs	74,836	67,680	91,250	90,650
Capital Charges	6,328	6,330	6,330	6,330
<b>Total Expenditure</b>	<b>81,164</b>	<b>74,010</b>	<b>97,580</b>	<b>96,980</b>

## MAINTENANCE WORKS

### Purpose

The Service's building maintenance functions comprise planned, cyclical and reactive works. Planned maintenance work is undertaken through the Asset Management Plan which is delivered annually. This is based on a programme of condition surveys, from which is derived a prioritised programme of repairs. The work includes high cost projects and enables these to be budgeted over a suitable period.

### Additional Information

The Property Services team manage responsive, cyclical and planned maintenance of the Council's properties. There are some 84 industrial, commercial and operational sites, including the main Council offices at Beech Hurst and the Former Magistrates Court, depots, leisure facilities, public toilets and indirectly and directly controlled public halls. All works necessary to maintain, repair and keep safe Council buildings are co-ordinated through the Property Services team.

	<b>Actual 2019/20</b>	<b>Original Estimate 2020/21</b>	<b>Forecast 2020/21</b>	<b>Original Estimate 2021/22</b>
	£	£	£	£
<u>Expenditure</u>				
Employee Costs	306,938	328,495	276,630	333,767
Premises Costs	18,550	13,240	16,920	17,260
Transport Costs	21,474	12,460	15,460	18,860
Supplies & Services	82,116	100,990	72,110	101,060
Sub-Contractor Costs	159,023	200,000	140,000	150,000
Support Service Costs	99,710	85,430	79,560	83,860
Capital Charges	12,346	28,600	32,090	32,090
<b>Total Expenditure</b>	<b>700,157</b>	<b>769,215</b>	<b>632,770</b>	<b>736,897</b>
<b>Recharge Income</b>	<b>(480,927)</b>	<b>(541,590)</b>	<b>(410,930)</b>	<b>(499,910)</b>
<b>Net Expenditure</b>	<b>219,230</b>	<b>227,625</b>	<b>221,840</b>	<b>236,987</b>

## REACTIVE / PLANNED MAINTENANCE

### Purpose

Each year the Service completes a schedule of cyclical maintenance. Cyclical maintenance tasks ensure the need for more expensive repairs is minimised. Cyclical maintenance is also necessary to ensure statutory compliance, testing and certifying that buildings and building services are in a safe condition and fit for purpose.

Throughout the year the Service provides reactive maintenance cover, undertaking or managing urgent repairs and attending to malfunctions as the need arises to minimise disruption to the delivery of Council services and to protect the Council's properties. Reactive maintenance extends to projects that the Council needs completed at short notice.

### Additional Information

The Property Services Team deal with reactive repairs and provide an out-of-hours service. All maintenance costs are charged to the relevant premises budget as they occur, so the outturn at the end of the year is £nil. Planned / cyclical costs are budgeted against the relevant premises budget.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Reactive Maintenance	0	302,730	157,440	269,140
<b>Total Expenditure</b>	<b>0</b>	<b>302,730</b>	<b>157,440</b>	<b>269,140</b>

## BUILDING CLEANING

### Purpose

Cleaning is provided by in-house staff, who are a part of the maintenance team. They feed back vital building condition information, whilst removing litter and controlling grime.

### Additional Information

The team clean the offices at Beech Hurst, Portway Depot, the Lights in Andover, the Former Magistrates Court and Bourne House Depot in Romsey, as well as the public halls across the Borough. The Service also manages specialist and contract cleaners as necessary to supplement the in-house cleaning staff.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	165,993	141,520	137,124	144,152
Premises Costs	1,759	0	1,210	1,000
Transport Costs	23	0	0	0
Supplies & Services	28,448	25,400	24,790	28,250
Sub-Contractor Costs	0	2,000	1,000	1,000
Support Service Costs	99,710	85,430	79,560	83,860
<b>Total Expenditure</b>	<b>295,933</b>	<b>254,350</b>	<b>243,684</b>	<b>258,262</b>
<b>Recharge Income</b>	<b>(166,023)</b>	<b>(161,210)</b>	<b>(145,143)</b>	<b>(162,620)</b>
<b>Net Expenditure</b>	<b>129,910</b>	<b>93,140</b>	<b>98,541</b>	<b>95,642</b>

## ENGINEERS

### Purpose

The principal function of the project engineers' team is the delivery of the transport schemes in the Borough on behalf of the County Council and its own schemes and projects in the capital programme and asset management plan.

The Team is responsible for the maintenance of the Council's public car parks. It also provides advice to other Services on engineering issues and delivery of schemes. The Team are also responsible for the maintenance of street nameplates and Council owned bus shelters.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	314,803	317,999	257,276	323,996
Premises Costs	1,728	790	1,010	1,040
Transport Costs	4,442	4,000	2,050	2,100
Supplies & Services	14,333	14,920	13,110	15,480
Support Service Costs	116,090	99,530	88,100	92,080
Capital Financing	63,021	25,490	25,490	25,490
<b>Total Expenditure</b>	<b>514,417</b>	<b>462,729</b>	<b>387,036</b>	<b>460,186</b>
<b>Fees &amp; Charges Income</b>	<b>(139,643)</b>	<b>(145,400)</b>	<b>(100,000)</b>	<b>(145,300)</b>
<b>Net Expenditure</b>	<b>374,774</b>	<b>317,329</b>	<b>287,036</b>	<b>314,886</b>

## HIGHWAYS

### Purpose

The naming and numbering of properties within the borough and the provision and maintenance of street name plates.

The maintenance of bus shelter owned by the Council and town centre street furniture along with Council land at Andover High Street.

### Additional Information

The Council generates an income from the naming and numbering of new properties and renaming of existing.

The Council also generate an income from the sale of advertising rights on bus shelters, which contributes towards the cost of maintaining the shelters.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b>Highways: Non-Agency</b>				
<u>Expenditure</u>				
Premises Costs	53,899	42,140	42,325	42,330
Support Service Costs	160	140	140	130
<b>Total Expenditure</b>	<b>54,059</b>	<b>42,280</b>	<b>42,465</b>	<b>42,460</b>
<b>Fees &amp; Charges Income</b>	<b>(30,615)</b>	<b>(28,450)</b>	<b>(28,450)</b>	<b>(28,450)</b>
<b>Net Expenditure</b>	<b>23,444</b>	<b>13,830</b>	<b>14,015</b>	<b>14,010</b>



## HIGHWAYS (Cont.)

	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<b>Highways: Agency</b>				
<b><u>Income</u></b>				
<b>Fees &amp; Charges Income</b>	(10,803)	0	0	0
<b>Total Income</b>	(10,803)	0	0	0
<b>Net Expenditure / (Income)</b>	(10,803)	0	0	0
<b>Net Expenditure for Highways</b>	12,641	13,830	14,015	14,010

## PARKING

### Purpose

To manage the provision of the Council's car parks.

### Additional Information

The primary costs included in the budget are for management, patrolling and maintenance of the Council's off street pay and display car parks. The Council manages 3,128 car parking spaces, including 16 car parks in Andover and 9 in Romsey.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Employee Costs	431,376	320,710	305,719	312,919
Premises Costs	669,782	630,380	620,140	628,225
Transport Costs	5,236	2,820	3,120	3,390
Supplies & Services	344,551	346,690	210,217	274,891
Support Service Costs	247,180	211,830	189,330	196,780
Capital Financing	86,999	48,940	67,580	82,350
<b>Total Expenditure</b>	<b>1,785,124</b>	<b>1,561,370</b>	<b>1,396,106</b>	<b>1,498,555</b>
<b>Fees &amp; Charges Income</b>	<b>(2,518,614)</b>	<b>(2,339,586)</b>	<b>(930,665)</b>	<b>(1,828,800)</b>
<b>Net Expenditure / (Income)</b>	<b>(733,490)</b>	<b>(778,216)</b>	<b>465,441</b>	<b>(330,245)</b>

## COMMUNITY TRANSPORT

### Purpose

The Council supports community based organisations that provide transport for residents outside of the Concessionary Travel Scheme. The Service provides the lead with respect to the Council's involvement in community transport schemes.

### Additional Information

The Council works closely with the community organisations and the County Council to support local transport schemes.

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<u>Expenditure</u>				
Transfer Payments	54,030	55,000	29,650	55,000
<b>Total Expenditure</b>	<b>54,030</b>	<b>55,000</b>	<b>29,650</b>	<b>55,000</b>

**STRATEGY & INNOVATION  
ESTIMATES  
2021/22**



## STRATEGY & INNOVATION

**Aim:**

Our aim is to work across the council's services in driving innovation, evidence-led decision making, organisational performance and communicating the council's story clearly aligned to the strategic

**Summary:**

The Strategy and Innovation Service brings together Policy, Project Management, Communications and Innovation, and works with and across all council services to create alignment and synergy, sharing best practice and supporting the development of a 'one-council' culture, closely linked to the council's values.

The service drives the co-ordination of the council's corporate clockwork, working with the Chief Executive, Deputy Chief Executive and Heads of Service to prioritise and co-ordinate strategic work programmes such as the Corporate Action Plan as well as provide a focus on organisational performance. It provides horizon scanning and strategic insight on external and internal factors likely to have an impact on the Council.

The service leads strategy and policy development at a corporate and community level, strengthening capability to deliver the council's ambition and priorities. The service works with multiple stakeholders to drive the organisation towards further innovation and excellence.

The service also takes strategic responsibility for managing and promoting the council's corporate reputation; leading on the council's brand position and content strategy across its strategic communications and public relations activities, enhancing a positive profile of the council across its key audiences locally and nationally.

The service works to further develop an organisation wide programme management office for the delivery of the Corporate Action Plan as well as ensuring the council has the resources and capacity necessary to deliver on its established and future change programmes.

The service strives to develop and operate a performance monitoring processes to ensure consistent, transparent and robust delivery of priorities against timescales, specification and budget.

	<b>Actual 2018/19</b>	<b>Original Estimate 2019/20</b>	<b>Forecast 2019/20</b>	<b>Original Estimate 2020/21</b>
<b>Principal Activities</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Strategy & Innovation	0	0	(1,610)	(5,278)
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>(1,610)</b>	<b>(5,278)</b>

## SUBJECTIVE SUMMARY

	Actual 2018/19 £	Original Estimate 2019/20 £	Forecast 2019/20 £	Original Estimate 2020/21 £
<u>Expenditure</u>				
Employee Costs	0	0	226,790	711,402
Premises Costs	0	0	0	0
Transport Costs	0	0	450	3,000
Supplies & Services	0	0	3,650	22,300
Contract Costs				
Support Service Costs	0	0	6,570	21,410
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>237,460</b>	<b>758,112</b>
<b>Recharge Income</b>	<b>0</b>	<b>0</b>	<b>(239,070)</b>	<b>(763,390)</b>
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>(1,610)</b>	<b>(5,278)</b>

## STRATEGY & INNOVATION

### Aim:

Our aim is to work across the council's services in driving innovation, evidence-led decision making, organisational performance and communicating the council's story clearly aligned to the

### Additional Information

Service breakdown (areas of responsibility)

#### Communications Team

- To provide a comprehensive corporate communications service for the Council including graphic design
- To maintain and enhance the reputation of the authority
- To provide a corporate complaints and improvement service
- To keep staff and Members informed about the work of the Council

#### Policy Team

- To keep the Council apprised of policy papers, initiatives and trends emanating from central
- To provide a research and intelligence resource to support the Council in its service planning
- To develop, monitor and support the delivery of strategic documents such as the Council's
- To co-ordinate the Council's Corporate Clock-work which supports the development of
- To develop, implement and administer corporate performance management and to support
- To support and develop projects such as Andover Vision and Romsey Future
- To support the development of the Council's strategic partnerships
- To support the Council Elections Team with the postal voting process

#### Innovation and Projects Team

- To work across the council services in identifying opportunities to innovate supporting the
- Ensure the council has the resources and capacity necessary to deliver on its established
- Provide programme and project management to a wide variety of projects within the Council
- Lead on project management for the Council, including the provision of mentoring and advice to service project managers.

	<b>Actual 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>	<b>Forecast 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>
<u>Expenditure</u>				
Employee Costs	0	0	226,790	711,402
Premises Costs	0	0	0	0
Transport Costs	0	0	450	3,000
Supplies & Services	0	0	3,650	22,300
Support Service Costs	0	0	6,570	21,410
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>237,460</b>	<b>758,112</b>
<b>Recharge Income</b>	<b>0</b>	<b>0</b>	<b>(239,070)</b>	<b>(763,390)</b>
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>(1,610)</b>	<b>(5,278)</b>





**CAPITAL PROGRAMME**  
**2021/22 - 2022/23**



## **GENERAL FUND CAPITAL PROGRAMME**

In addition to the Revenue budgets shown throughout this book, the Council also operates a capital programme. The capital programme is overseen by an officer led working party, with updates reported to Cabinet three times a year.

The proposed capital programme for 2021/22 was presented to Cabinet on 10th February 2021 and subsequently approved by Council on 26th February 2021.

Capital expenditure broadly falls under two categories; firstly the purchase or material improvement of an asset that will be shown in the Council's asset register; and secondly, expenditure that may be given in grant form to other individuals or organisations for which the Council receives no asset (e.g. grants to Parish Councils or Disabled Facilities Grants). In these cases or where the expenditure does not enhance the value or expected life of an asset it is shown in the relevant Service account as Capital Financing expenditure as seen throughout this book.

### **Summary Estimates**

The total capital programme for identified schemes over a three year cycle 2020/21 to 2022/23 is expected to spend £23.883M and will draw £6.76M from capital reserves.

If all capital receipts and identified schemes expenditure are incurred as shown on the following pages, there will be no deficit on the capital programme. The costs associated with the current capital programme deficit have been incorporated in the budget pages throughout this book.

## GENERAL FUND CAPITAL PROGRAMME AND FINANCING

### SUMMARY ESTIMATES

	Forecast Estimate 2020/21 £'000	Original Estimate 2021/22 £'000	Original Estimate 2022/23 £'000
<b>IDENTIFIED SCHEMES</b>			
<b>CAPITAL EXPENDITURE</b>			
Asset Management Projects	3,221.0	1,766.0	
Community & Leisure	3,413.2	2,096.6	202.5
Property & Asset Management	1,724.1	774.6	
Project Enterprise	2,244.5	5,000.0	
Housing & Environmental Health	870.0	950.0	
Affordable Housing	810.0	810.0	
<b>Total Approved Projects</b>	<b>12,282.8</b>	<b>11,397.2</b>	<b>202.5</b>
<b>CAPITAL FINANCING</b>			
Capital Grants	850.0	850.0	
General Fund Capital Receipts	103.4	6,042.0	50.0
Capital Contributions	7,588.7	5,541.2	1,318.7
<b>Total</b>	<b>8,542.1</b>	<b>12,433.2</b>	<b>1,368.7</b>
Required draw from / (contribution to) Balances	3,740.7	(1,036.0)	(1,166.2)
<b>Total Financing</b>	<b>12,282.8</b>	<b>11,397.2</b>	<b>202.5</b>

## GENERAL FUND CAPITAL PROGRAMME AND FINANCING

### SUMMARY ESTIMATES

	<b>Forecast Estimate 2020/21 £'000</b>	<b>Original Estimate 2021/22 £'000</b>	<b>Original Estimate 2022/23 £'000</b>
<b>UNIDENTIFIED SCHEMES</b>			
<b>CAPITAL EXPENDITURE</b>			
Community & Leisure		250.0	
Project Enterprise	2,221.0	3,000.0	
<b>Total</b>	<b>2,221.0</b>	<b>3,250.0</b>	<b>0.0</b>
<b>CAPITAL FINANCING</b>			
Capital Contributions		250.0	
<b>Total</b>	<b>0.0</b>	<b>250.0</b>	<b>0.0</b>
Required draw from Balances	2,221.0	3,000.0	
<b>Total Financing</b>	<b>2,221.0</b>	<b>3,250.0</b>	<b>0.0</b>

**ASSET MANAGEMENT PROJECTS**  
**CAPITAL PROGRAMME**

<b>Scheme</b>	<b>Forecast Estimate 2020/21 £'000</b>	<b>Original Estimate 2021/22 £'000</b>	<b>Original Estimate 2022/23 £'000</b>
Land and Property Projects	1,151.0	656.0	
Vehicle and Plant Projects	1,892.0	819.0	
IT Equipment Projects	178.0	291.0	
<b>Total Approved Programme</b>	<b>3,221.0</b>	<b>1,766.0</b>	<b>0.0</b>

**COMMUNITY & LEISURE**  
**CAPITAL PROGRAMME**

Scheme	Actual Expenditure to 2019/20 £'000	Forecast Estimate 2020/21 £'000	Original Estimate 2021/22 £'000	Original Estimate 2022/23 £'000
Knightwood Skate Park	151.9	7.5		
Andover War Memorial	8.9		31.1	
East Anton Public Art	76.0	2.5		
Leisure Contract	17,787.2	1,797.8		
Fishlake Meadows	243.5	58.3	53.0	
Ganger Farm - Sports & Recreation	38.8	601.2		
Ganger Farm - Sports & Recreation enhancement			207.7	
Fitness Trail - Romsey	30.6	4.4		
Boundary fencing & hedging - land purchase	19.2	18.8	2.5	2.5
Picket Twenty - Pavilion/pitch changes			1,400.0	
Picket Twenty - Phase 4 play area	1.8		146.3	
SANG - Sherfield English		110.8		
Ampfield Recreation Ground	53.8	68.2		
Plaza Theatre Stage House Rebuild				200.0
Charlton Lakes Bridge		99.1		
Valley Park Community Centre		79.5		
Over Wallop War Memorial		20.0		
Braishfield Village Hall	5.0	90.8		
Charlton Leisure Centre Car Park upgrade			200.0	
Abbotswood Public Art			56.0	
Community Asset Fund - New projects 2020/21		250.0		
Community Asset Fund - O/S projects		204.3		
<b>Total Approved Projects</b>	<b>18,416.7</b>	<b>3,413.2</b>	<b>2,096.6</b>	<b>202.5</b>
Community Asset Fund Projects (not yet identified)			250.0	
<b>Total Community &amp; Leisure Capital Programme</b>	<b>18,416.7</b>	<b>3,413.2</b>	<b>2,346.6</b>	<b>202.5</b>



**PROPERTY & ASSET MANAGEMENT SERVICE**  
**CAPITAL PROGRAMME**

<b>Scheme</b>	<b>Actual Expenditure to 2019/20 £'000</b>	<b>Forecast Estimate 2020/21 £'000</b>	<b>Original Estimate 2021/22 £'000</b>	<b>Original Estimate 2022/23 £'000</b>
Hampshire Community Bank	250.0	125.0		
Pocket Park, Town Mill Access & Environmental Enhancement	87.6	559.2		
Romsey Flood Alleviation Scheme			235.0	
Generator - Business Continuity		40.0		
Footpath link - Smannell to Augusta		40.0	124.0	
Strategic purchase	0.4	446.8		
Multi Storey Car Park Lift Refurbishment	60.8	84.9		
Multi Storey Car Park Lighting Refurbishment		136.7		
Chantry House Lifts		124.9		
Chantry House Works		48.1		
Chantry Centre Roof(area 20)		99.1		
Chantry Centre Management Team relocation		12.8		
Southampton Rd, Pedestrian & Cycle Route	4.4	25.0	240.6	
The Old Creamery Footway	1.4	18.8		
Property Purchase			175.0	
Andover/Romsey CCTV	166.8	(37.2)		
<b>Total Approved Programme</b>	<b>571.4</b>	<b>1,724.1</b>	<b>774.6</b>	<b>0.0</b>

**PROJECT ENTERPRISE**  
**CAPITAL PROGRAMME**

Scheme	Actual Expenditure to 2019/20 £'000	Forecast Estimate 2020/21 £'000	Original Estimate 2021/22 £'000	Original Estimate 2022/23 £'000
Solar Panels Ganger Farm Pavilion		60.0		
Commercial Investment, Andover	6.9	1,405.5		
Portersbridge Properties		249.0		
Walworth Business Park Investment		530.0	5,000.0	
<b>Total Approved Projects</b>	<b>6.9</b>	<b>2,244.5</b>	<b>5,000.0</b>	<b>0.0</b>
Purchase of investment properties - yet to be identified		2,221.0	3,000.0	
<b>Total Project Enterprise Capital Programme</b>	<b>6.9</b>	<b>4,465.5</b>	<b>8,000.0</b>	<b>0.0</b>

**HOUSING & ENVIRONMENTAL HEALTH**  
**CAPITAL PROGRAMME**

<b>Scheme</b>	<b>Forecast Estimate 2020/21 £'000</b>	<b>Original Estimate 2021/22 £'000</b>	<b>Original Estimate 2022/23 £'000</b>
Renovations and Minor Works Grants	20.0	100.0	
Disabled Facilities Grants	850.0	850.0	
<b>Total Approved Programme</b>	<b>870.0</b>	<b>950.0</b>	<b>0.0</b>

**AFFORDABLE HOUSING**  
**CAPITAL PROGRAMME**

Scheme	Forecast Estimate 2020/21 £'000	Original Estimate 2021/22 £'000	Original Estimate 2022/23 £'000
<u>Testway Covenant</u>			
Nightingale Lodge	810.0	810.0	
<b>Total Housing Capital Programme</b>	<b>810.0</b>	<b>810.0</b>	<b>0.0</b>

## PORTFOLIO REVENUE INFORMATION

The Council's activities are divided into eight portfolios. All income and expenditure is attributable to a portfolio, with each portfolio being under the responsibility of a designated member of the Cabinet.

The current Portfolio holders are:

<b>Portfolio</b>	<b>Portfolio Holder</b>
Leader & Corporate Management	Cllr North
Deputy Leader & Planning	Cllr Adams-King
Community & Leisure	Cllr Jeffrey
Corporate	Cllr Mrs Tasker
Economic Development & Tourism	Cllr Drew
Environmental	Cllr Mrs Johnston
Finance	Cllr Mrs Flood
Housing & Environmental Health	Cllr Bundy

The following pages show the Service revenue budgets re-stated by Portfolio.



## PORTFOLIO REVENUE INFORMATION

### SUMMARY ESTIMATES

	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
Leader & Corporate Management	867,514	670,465	685,996	793,444
Deputy Leader & Planning	3,498,055	2,547,055	4,805,193	3,660,049
Community & Leisure	3,228,555	2,122,630	6,052,555	4,309,154
Corporate	1,221,363	1,373,512	1,311,749	1,383,144
Economic Development & Tourism	299,974	263,430	217,600	287,940
Environmental	5,997,532	5,374,531	5,487,655	5,686,646
Finance	(2,043,473)	(4,306,632)	(3,638,565)	(3,789,781)
Housing & Environmental Health	2,650,700	3,919,598	3,195,885	4,080,509
<b>Total - All Portfolios</b>	<b>15,720,220</b>	<b>11,964,589</b>	<b>18,118,068</b>	<b>16,411,105</b>

## PORTFOLIO REVENUE INFORMATION

LEADER & CORPORATE PORTFOLIO	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<b>Chief Executive's Office</b>				
Chief Executive's Office	0	(1)	872	4,466
Human Resources Service	(35,409)	(40,704)	(37,615)	(44,774)
Human Resources Function	35,409	40,700	37,550	44,710
<b>Total Expenditure</b>	<b>0</b>	<b>(5)</b>	<b>807</b>	<b>4,402</b>
<b>Corporate &amp; Democratic Core</b>				
Advising Other Public Bodies	0	0	0	0
Corporate Subscriptions	21,997	23,020	25,890	26,390
Corporate Public Relations, Information & Consultation	12,903	14,800	20,420	21,100
Corporate Management	818,808	617,950	629,389	734,130
Delivering Public Services Electronically	10,670	12,000	10,300	10,000
Strategic Partnership	3,136	2,700	800	2,700
<b>Total Expenditure</b>	<b>867,514</b>	<b>670,470</b>	<b>686,799</b>	<b>794,320</b>
<b>Strategy &amp; Innovation</b>				
Strategy & Innovation	0	0	(1,610)	(5,278)
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>(1,610)</b>	<b>(5,278)</b>
<b>Net Revenue Expenditure for LEADER'S PORTFOLIO</b>	<b>867,514</b>	<b>670,465</b>	<b>685,996</b>	<b>793,444</b>



## PORTFOLIO REVENUE INFORMATION

<b>DEPUTY LEADER &amp; PLANNING PORTFOLIO</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b>Planning Policy &amp; Economic Development</b>				
Planning Policy	814,737	768,677	978,910	1,055,771
Local Development Framework	11,462	108,064	287,000	275,397
<b>Total Expenditure</b>	<b>826,199</b>	<b>876,741</b>	<b>1,265,910</b>	<b>1,331,168</b>
<b>Corporate &amp; Democratic Core</b>				
Romsey Future	4,627	10,000	10,000	10,000
South of Romsey Town Centre Project	51,946	0	44,300	0
<b>Total Expenditure</b>	<b>56,573</b>	<b>10,000</b>	<b>54,300</b>	<b>10,000</b>
<b>Premises &amp; Asset Management</b>				
Engineers	374,773	317,529	287,036	314,886
Highways	12,641	13,630	14,015	14,010
Parking	(733,489)	(778,216)	465,441	(330,245)
Community Transport	54,030	55,000	29,650	55,000
<b>Total Income</b>	<b>(292,045)</b>	<b>(392,057)</b>	<b>796,142</b>	<b>53,651</b>
<b>Planning &amp; Building</b>				
Development Control & Enforcement	2,767,669	2,052,273	2,562,061	2,117,722
Building Control	139,659	98	126,780	147,508
<b>Total Expenditure</b>	<b>2,907,328</b>	<b>2,052,371</b>	<b>2,688,841</b>	<b>2,265,230</b>
<b>Net Revenue Expenditure for PLANNING AND BUILDING PORTFOLIO</b>	<b>3,498,055</b>	<b>2,547,055</b>	<b>4,805,193</b>	<b>3,660,049</b>

## PORTFOLIO REVENUE INFORMATION

<b>COMMUNITY &amp; LEISURE PORTFOLIO</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b>Community &amp; Leisure</b>				
<b>Leisure Management</b>				
Leisure Management	0	3,299	0	-28,220
<b>Total Expenditure</b>	<b>0</b>	<b>3,299</b>	<b>0</b>	<b>-28,220</b>
<b>Parks, Countryside &amp; Sport</b>				
Managed Sports Facilities	(519,717)	(1,213,820)	2,423,170	607,270
Outdoor Sports Facilities	165,648	415,763	561,755	537,568
Playgrounds	272,695	182,690	241,650	233,200
Sports Development	21,189	25,970	20,620	25,530
Cemeteries	(24,643)	(79,090)	(5,390)	(56,930)
Grounds Maintenance	374,953	113,300	105,490	118,300
Nature Reserves	175,676	137,147	142,770	132,146
Urban Parks & Open Spaces	404,900	395,114	363,940	413,524
<b>Total Expenditure</b>	<b>870,701</b>	<b>(22,926)</b>	<b>3,854,005</b>	<b>2,010,608</b>
<b>Community Development</b>				
Community Engagement	1,623,499	1,535,492	1,658,280	1,600,898
<b>Total Expenditure</b>	<b>1,623,499</b>	<b>1,535,492</b>	<b>1,658,280</b>	<b>1,600,898</b>
<b>Arts &amp; Culture</b>				
Andover Events Programme	14,399	15,640	11,050	15,390
Arts Function	19,625	28,324	24,010	28,411
The Lights	700,331	562,801	505,210	682,067
<b>Total Expenditure</b>	<b>734,355</b>	<b>606,765</b>	<b>540,270</b>	<b>725,868</b>
<b>Net Revenue Expenditure for COMMUNITY &amp; LEISURE PORTFOLIO</b>	<b>3,228,555</b>	<b>2,122,630</b>	<b>6,052,555</b>	<b>4,309,154</b>

## PORTFOLIO REVENUE INFORMATION

CORPORATE PORTFOLIO	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<b>Corporate &amp; Democratic Core</b>				
Emergency Planning	36,507	33,753	32,913	34,453
Councillors	459,033	471,020	455,690	459,980
Councillor Meetings	430,683	420,800	363,680	334,210
Monitoring Officer	17,900	18,380	21,730	22,570
Mayoral Office	30,096	38,000	23,780	25,590
Civic Ceremonies	7,477	7,500	1,480	0
Allocated Central Overheads	204,421	158,172	154,020	187,130
Non-Distributable Costs	31,520	216,210	255,710	255,710
<b>Total Expenditure</b>	<b>1,217,637</b>	<b>1,363,835</b>	<b>1,309,003</b>	<b>1,319,643</b>
<b>Information Technology</b>				
Management Team	(1,176,825)	(962,769)	(1,207,700)	(977,019)
Service Desk	118,121	70,484	106,600	67,733
Infrastructure	571,355	549,247	554,570	549,669
Corporate Services	487,349	343,035	546,130	359,186
<b>Total Expenditure / (Income)</b>	<b>0</b>	<b>(3)</b>	<b>(400)</b>	<b>(431)</b>
<b>Legal &amp; Democratic</b>				
Legal Service	(395,938)	(134,232)	(140,656)	(149,752)
Land Charges	(57,347)	(74,179)	(66,215)	(28,364)
Council Elections	369,804	152,055	154,037	155,538
Registration of Electors	89,380	85,750	68,260	85,240
Lotteries, Amusements & Gaming Permits	(4,156)	(7,172)	(5,507)	(4,336)
Alcohol & Entertainment Licensing	(19,885)	(35,026)	(22,797)	(17,175)
Scrap Metal Dealers	1,508	2,288	1,896	2,491
Hackney Carriages & Private Hire Vehicles	20,364	10,516	14,148	20,280
<b>Total Expenditure</b>	<b>3,730</b>	<b>0</b>	<b>3,166</b>	<b>63,922</b>
<b>Finance &amp; Revenues Service</b>				
Customer Services Unit	(4)	9,680	(20)	10
<b>Total Expenditure / (Income)</b>	<b>(4)</b>	<b>9,680</b>	<b>(20)</b>	<b>10</b>
<b>Net Revenue Expenditure for CORPORATE PORTFOLIO</b>	<b>1,221,363</b>	<b>1,373,512</b>	<b>1,311,749</b>	<b>1,383,144</b>

## PORTFOLIO REVENUE INFORMATION

<b>ECONOMIC DEVELOPMENT &amp; TOURISM PORTFOLIO</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b>Community &amp; Leisure</b>				
Heritage	56,192	60,350	54,740	58,470
<b>Total Expenditure</b>	<b>56,192</b>	<b>60,350</b>	<b>54,740</b>	<b>58,470</b>
<b>Planning Policy &amp; Economic Development</b>				
Economic Development & Promotion	76,560	80,920	64,820	107,690
Promotion of Tourism	151,092	101,420	81,280	101,050
Town Centre Management	16,130	20,740	16,760	20,730
<b>Total Expenditure</b>	<b>243,782</b>	<b>203,080</b>	<b>162,860</b>	<b>229,470</b>
<b>Net Revenue Expenditure for ECONOMIC DEVELOPMENT &amp; TOURISM PORTFOLIO</b>	<b>299,974</b>	<b>263,430</b>	<b>217,600</b>	<b>287,940</b>

## PORTFOLIO REVENUE INFORMATION

ENVIRONMENTAL PORTFOLIO	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<b>Environmental Service</b>				
Grounds Maintenance	1,542,937	1,359,472	1,322,996	1,492,944
ES Technical	0	287,320	351,164	541,121
Waste Collection	2,918,121	2,571,300	2,788,004	2,529,068
Garden Waste Collection	(53,988)	(92,288)	(186,569)	(137,248)
Street Cleansing	1,331,937	1,095,426	1,062,472	1,123,757
Vehicle Workshop (inc Fuel)	233,989	140,315	121,298	119,326
Operational Overheads	23,036	12,986	28,290	17,678
<b>Total Expenditure</b>	<b>5,996,032</b>	<b>5,374,531</b>	<b>5,487,655</b>	<b>5,686,646</b>
<b>Planning Policy &amp; Economic Development</b>				
Sustainability	1,500	0	0	0
<b>Total Expenditure</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
 <b>Net Revenue Expenditure for ENVIRONMENTAL PORTFOLIO</b>	 <b>5,997,532</b>	 <b>5,374,531</b>	 <b>5,487,655</b>	 <b>5,686,646</b>

## PORTFOLIO REVENUE INFORMATION

FINANCE PORTFOLIO	Actual 2019/20 £	Original Estimate 2020/21 £	Forecast 2020/21 £	Original Estimate 2021/22 £
<b>Estates, Economic Development &amp; Transport</b>				
Estates Support Unit	64,439	51,262	47,738	45,317
Business Park Development	(5,590,397)	(5,769,186)	(5,708,452)	(5,772,858)
Investment Properties	(1,023,978)	(1,189,056)	(1,012,190)	(1,067,050)
Corporate Properties	(501,072)	(501,015)	(362,140)	(320,162)
Union Street	(20,256)	(39,360)	(45,470)	(42,800)
Chantry Centre	2,013,971	(54,400)	209,550	192,959
Andover Bus Station	130,186	95,080	86,380	96,120
Andover Magistrates Court	81,164	74,010	97,580	96,980
Andover Market	10,296	4,480	1,970	3,930
High Street Bookings & Farmers Market	75,736	65,900	64,200	67,640
Public Halls	254,032	411,810	530,650	484,170
Public Conveniences	190,184	194,660	199,990	214,089
Office Accommodation	249,633	246,249	129,942	188,258
Building Maintenance	219,229	530,355	379,280	506,127
Building Cleaning	129,909	93,140	98,541	95,642
Depot Costs	(1)	66,200	20	10
Leisure Facilities	43,159	38,510	38,020	44,780
<b>Total Income</b>	<b>(3,673,766)</b>	<b>(5,681,361)</b>	<b>(5,244,391)</b>	<b>(5,166,848)</b>
<b>Finance</b>				
Finance Service	0	0	(464)	1,957
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>(464)</b>	<b>1,957</b>
<b>Revenues Service</b>				
Council Tax Support Administration	514,929	445,460	452,720	444,240
Housing Benefit	233,403	11,233	127,530	16,680
Local Taxation Services	881,961	918,036	1,026,040	914,190
<b>Total Expenditure</b>	<b>1,630,293</b>	<b>1,374,729</b>	<b>1,606,290</b>	<b>1,375,110</b>
<b>Net Revenue Income for FINANCE PORTFOLIO</b>	<b>(2,043,473)</b>	<b>(4,306,632)</b>	<b>(3,638,565)</b>	<b>(3,789,781)</b>

## PORTFOLIO REVENUE INFORMATION

<b>HOUSING &amp; ENVIRONMENTAL HEALTH PORTFOLIO</b>	<b>Actual 2019/20 £</b>	<b>Original Estimate 2020/21 £</b>	<b>Forecast 2020/21 £</b>	<b>Original Estimate 2021/22 £</b>
<b>Housing &amp; Environmental Health</b>				
General Management	0	1,719	0	0
Housing Options	1,346,728	1,251,077	1,331,320	1,680,341
Hampshire Home Choice	16,693	1,856	950	239
Housing Development	193,766	1,135,914	1,039,290	1,146,697
Business Support	0	1,573	0	0
Pest Control	150,107	118,040	136,480	134,871
Environmental Protection	449,666	398,842	366,860	411,807
Housing Standards	(135,714)	383,622	(260,185)	75,366
Animal Welfare	126,905	120,958	109,490	115,134
Health Protection	502,549	505,997	471,680	516,054
<b>Total Expenditure</b>	<b>2,650,700</b>	<b>3,919,598</b>	<b>3,195,885</b>	<b>4,080,509</b>
<b>Net Revenue Expenditure for HOUSING &amp; ENVIRONMENTAL HEALTH PORTFOLIO</b>	<b>2,650,700</b>	<b>3,919,598</b>	<b>3,195,885</b>	<b>4,080,509</b>

## COUNCIL TAX RESOLUTION 2020/21

The Test Valley Borough Council as Billing Authority for the Test Valley Borough Council area, on the 26th day of February 2021

Resolved:

- 1 That, having approved the revised revenue forecast for the year 2020/21 and the revenue estimates for the year 2021/22, together with the revised capital programme for the year 2020/21 and the capital programme for the year 2021/22.
- 2 That for the purposes of Section 35 (2) (d) of the Local Government Finance Act 1992 as amended (the Act), the sum of **£333,348**, being the aggregate sum of expenses in relation to public halls, burial grounds, sports grounds and playgrounds incurred by the Council in performing in the parish of Andover the functions not performed by the Town Council, shall be treated as Special Expenses and any expenditure other than the **£333,348** herein specified shall be treated as general expenses. This equates to an amount of £20.12 per Band D Council Tax.
- 3 That it be noted that the Head of Finance & Revenues has calculated the Council Tax Base for 2021/22 for the whole Borough area as 50,316 (Item T in the formula in Section 33(1) of the Act) and, in those parts of its area to which a Parish precept relates as per the table below:-

Parish of	Tax Base
Abbots Ann	641
Ampfield	897
Amport	563
Andover Town	16,568
Appleshaw	276
Ashley	39
Awbridge	353
Barton Stacey	408
Bossington	23
Braishfield	355
Broughton	556
Bullington	61
Charlton	865
Chilbolton	539
Chilworth	667
East Dean	94
East Tytherley	92
Enham Alamein	254
Facombe	45
Fyfield	136
Goodworth Clatford	416
Grateley	260
Houghton	220
Hurstbourne Tarrant	390
Kimpton	170
King's Somborne	719
Leckford	65
Linkenholt	24
Little Somborne	41
Lockerley	371



Parish of	Tax Base
Longparish	331
Longstock	215
Melchet Park & Plaitford	132
Michelmersh & Timsbury	452
Monxton	140
Mottisfont	150
Nether Wallop	399
North Baddesley	2,491
Nursling & Rownhams	2,385
Over Wallop	791
Penton Grafton	354
Penton Mewsey	175
Quarley	79
Romsey Extra	2,425
Romsey Town	5,767
Sherfield English	329
Shipton Bellinger	505
Smannell	142
Stockbridge	345
Tangley	297
Thrupton	289
Upper Clatford	645
Valley Park	3,009
Vernham Dean	290
Wellow	1,511
West Tytherley, Frenchmoor & Buckholt	308
Wherwell	252
	<b>50,316</b>

4 That the following amounts be now calculated by the Council for the year 2021/22 in accordance with Sections 32 to 34 and 36 of the Act and subsequent regulations: -

- 4(a) **£108,711,746** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2) of the Act taking into account all precepts issued to it by Parish/Town Councils.
- 4(b) **£99,122,696** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3) of the Act.
- 4(c) **£9,589,050** being the amount by which the aggregate at 4(a) above exceeds the aggregate at 4(b) above, calculated by the Council in accordance with Section 32(4) of the Act as its Council Tax requirement for the year (Item R in the formula in Section 33(1) of the Act).
- 4(d) **£190.58** being the amount at 4(c) above (Item R), divided by 3 above (Item T), calculated by the Council in accordance with Section 33 of the Act, as the basic amount of its Council Tax for the year (including Parish/Town precepts).
- 4(e) **£2,096,494** being the aggregate amount of all special items (the amount at 2 above and Parish/Town precepts) referred to in Section 34(1) of the Act.

4(f) £148.91

being the amount at 4(d) above less the result given by dividing the amount at 4(e) above by 3 above (Item T), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish/Town precept relates.

4(g) Part of the Council's area

Parish of	£
Abbotts Ann	198.48
Ampfield	192.93
Amport	169.34
Andover Town	190.13
Appleshaw	196.01
Awbridge	176.69
Barton Stacey	200.91
Braishfield	208.36
Broughton	198.37
Bullington	196.45
Charlton	172.03
Chilbolton	175.81
Chilworth	193.89
East Dean	185.26
East Tytherley	192.74
Enham Alamein	178.26
Fyfield	215.09
Goodworth Clatford	215.56
Grateley	181.22
Houghton	205.73
Hurstbourne Tarrant	188.14
Kimpton	204.79
King's Somborne	236.25
Lockerley	199.28
Longparish	215.07
Longstock	188.44
Melchet Park & Plaitford	174.67
Michelmersh & Timsbury	183.20
Monxton	202.48
Mottisfont	192.30
Nether Wallop	258.35
North Baddesley	205.36
Nursling & Rownhams	175.33
Over Wallop	189.37
Penton Grafton	177.16
Penton Mewsey	217.48
Quarley	188.15
Romsey Extra	172.15
Romsey Town	203.77
Sherfield English	179.31
Shipton Bellinger	210.30
Smannell	168.26
Stockbridge	207.75
Tangley	199.42
Thrupton	201.68

Parish of	£
Upper Clatford	173.82
Valley Park	161.87
Vernham Dean	183.39
Wellow	194.56
West Tytherley, Frenchmoor & Buckholt	194.93
Wherwell	184.62
All other parts of the Council's area	148.91

being the amounts given by adding to the amount at 4(f) above, the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the Council Tax Base for that part of the Council's area, calculated by the Council in accordance with Section 34(3) of the Act as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

4(h) Part of the Council's area

**Valuation Bands**

Parish of	A £	B £	C £	D £	E £	F £	G £	H £
Abbotts Ann	132.32	154.37	176.42	198.48	242.59	286.69	330.80	396.96
Ampfield	128.62	150.06	171.49	192.93	235.80	278.67	321.55	385.86
Amport	112.89	131.71	150.52	169.34	206.97	244.60	282.23	338.68
Andover Town	126.75	147.88	169.00	190.13	232.38	274.63	316.88	380.26
Appleshaw	130.67	152.45	174.23	196.01	239.57	283.12	326.68	392.02
Awbridge	117.79	137.43	157.05	176.69	215.95	255.22	294.48	353.38
Barton Stacey	133.94	156.26	178.58	200.91	245.56	290.20	334.85	401.82
Braishfield	138.90	162.06	185.20	208.36	254.66	300.96	347.26	416.72
Broughton	132.24	154.29	176.32	198.37	242.45	286.53	330.61	396.74
Bullington	130.96	152.80	174.62	196.45	240.10	283.76	327.41	392.90
Charlton	114.68	133.80	152.91	172.03	210.26	248.49	286.71	344.06
Chilbolton	117.20	136.74	156.27	175.81	214.88	253.95	293.01	351.62
Chilworth	129.26	150.80	172.34	193.89	236.98	280.06	323.15	387.78
East Dean	123.50	144.09	164.67	185.26	226.43	267.60	308.76	370.52
East Tytherley	128.49	149.91	171.32	192.74	235.57	278.40	321.23	385.48
Enham Alamein	118.84	138.65	158.45	178.26	217.87	257.48	297.10	356.52
Fyfield	143.39	167.29	191.19	215.09	262.89	310.68	358.48	430.18
Goodworth Clatford	143.70	167.66	191.60	215.56	263.46	311.36	359.26	431.12
Grateley	120.81	140.95	161.08	181.22	221.49	261.76	302.03	362.44
Houghton	137.15	160.01	182.87	205.73	251.45	297.16	342.88	411.46
Hurstbourne Tarrant	125.42	146.33	167.23	188.14	229.95	271.76	313.56	376.28
Kimpton	136.52	159.28	182.03	204.79	250.30	295.81	341.31	409.58
King's Somborne	157.50	183.75	210.00	236.25	288.75	341.25	393.75	472.50
Lockerley	132.85	155.00	177.13	199.28	243.56	287.85	332.13	398.56
Longparish	143.38	167.28	191.17	215.07	262.86	310.65	358.45	430.14
Longstock	125.62	146.57	167.50	188.44	230.31	272.19	314.06	376.88
Melchet Park & Plaitford	116.44	135.86	155.26	174.67	213.48	252.30	291.11	349.34
Michelpersham & Timsbury	122.13	142.49	162.84	183.20	223.91	264.62	305.33	366.40
Monxton	134.98	157.49	179.98	202.48	247.47	292.47	337.46	404.96
Mottisfont	128.20	149.57	170.93	192.30	235.03	277.76	320.50	384.60
Nether Wallop	172.23	200.94	229.64	258.35	315.76	373.17	430.58	516.70
North Baddesley	136.90	159.73	182.54	205.36	250.99	296.63	342.26	410.72
Nursling & Rownhams	116.88	136.37	155.84	175.33	214.29	253.25	292.21	350.66
Over Wallop	126.24	147.29	168.32	189.37	231.45	273.53	315.61	378.74

	A	B	C	D	E	F	G	H
Parish of	£	£	£	£	£	£	£	£
Penton Grafton	118.10	137.79	157.47	177.16	216.53	255.90	295.26	354.32
Penton Mewsey	144.98	169.15	193.31	217.48	265.81	314.14	362.46	434.96
Quarley	125.43	146.34	167.24	188.15	229.96	271.77	313.58	376.30
Romsey Extra	114.76	133.90	153.02	172.15	210.40	248.66	286.91	344.30
Romsey Town	135.84	158.49	181.12	203.77	249.05	294.33	339.61	407.54
Sherfield English	119.54	139.46	159.38	179.31	219.16	259.00	298.85	358.62
Shipton Bellinger	140.20	163.57	186.93	210.30	257.03	303.76	350.50	420.60
Smannell	112.17	130.87	149.56	168.26	205.65	243.04	280.43	336.52
Stockbridge	138.50	161.58	184.66	207.75	253.92	300.08	346.25	415.50
Tangley	132.94	155.11	177.26	199.42	243.73	288.05	332.36	398.84
Thrupton	134.45	156.86	179.27	201.68	246.50	291.31	336.13	403.36
Upper Clatford	115.88	135.19	154.50	173.82	212.45	251.07	289.70	347.64
Valley Park	107.91	125.90	143.88	161.87	197.84	233.81	269.78	323.74
Vernham Dean	122.26	142.64	163.01	183.39	224.14	264.89	305.65	366.78
Wellow	129.70	151.33	172.94	194.56	237.79	281.03	324.26	389.12
W Tytherley, Frenchmoor & Buckholt	129.95	151.61	173.27	194.93	238.25	281.56	324.88	389.86
Wherwell	123.08	143.59	164.10	184.62	225.65	266.67	307.70	369.24
All other parts of the Council's area	99.27	115.82	132.36	148.91	182.00	215.09	248.18	297.82

being the amounts given by multiplying the amounts at 4(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which, in that proportion, is applicable to dwellings listed in valuation band D, calculated by the Council in accordance with Section 36(1) of the Act as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- 5 That in accordance with Section 52B of the Act, the Council's basic amount of Council Tax for the year 2021/22 is not excessive.
- 6 That the following details in respect of precept authorities be noted:
- 6(a) For the year 2021/22, the **Hampshire County Council** have stated the following amounts in precepts issued to the Council, in accordance with the requirements of the Act, for each of the categories of dwellings shown below:

**Valuation Bands**

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
900.30	1,050.35	1,200.40	1,350.45	1,650.55	1,950.65	2,250.75	2,700.90

- 6(b) For the year 2021/22, the **Police and Crime Commissioner for Hampshire** has stated the following amounts in precepts issued to the Council, in accordance with the requirements of the Act, for each of the categories of dwellings shown below:

### Valuation Bands

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
150.97	176.14	201.30	226.46	276.78	327.11	377.43	452.92

6(c) For the year 2021/22, the **Hampshire Fire and Rescue Authority** have stated the following amounts in precepts issued to the Council, in accordance with the requirements of the Act, for each of the categories of dwellings shown below:

### Valuation Bands

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
46.95	54.78	62.60	70.43	86.08	101.73	117.38	140.86

7 That having calculated the aggregate in each case of the amounts at 4(h) and 6(a), 6(b) and 6(c) above, the Council, in accordance with the requirements of the Act, hereby sets the following amounts as the amounts of Council Tax for each of its areas for the year 2021/22 for each of the categories of dwellings shown below:

### Valuation Bands

Parish of	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Abbots Ann	1,230.54	1,435.64	1,640.72	1,845.82	2,256.00	2,666.18	3,076.36	3,691.64
Ampfield	1,226.84	1,431.33	1,635.79	1,840.27	2,249.21	2,658.16	3,067.11	3,680.54
Amport	1,211.11	1,412.98	1,614.82	1,816.68	2,220.38	2,624.09	3,027.79	3,633.36
Andover Town	1,224.97	1,429.15	1,633.30	1,837.47	2,245.79	2,654.12	3,062.44	3,674.94
Appleshaw	1,228.89	1,433.72	1,638.53	1,843.35	2,252.98	2,662.61	3,072.24	3,686.70
Awbridge	1,216.01	1,418.70	1,621.35	1,824.03	2,229.36	2,634.71	3,040.04	3,648.06
Barton Stacey	1,232.16	1,437.53	1,642.88	1,848.25	2,258.97	2,669.69	3,080.41	3,696.50
Braishfield	1,237.12	1,443.33	1,649.50	1,855.70	2,268.07	2,680.45	3,092.82	3,711.40
Broughton	1,230.46	1,435.56	1,640.62	1,845.71	2,255.86	2,666.02	3,076.17	3,691.42
Bullington	1,229.18	1,434.07	1,638.92	1,843.79	2,253.51	2,663.25	3,072.97	3,687.58
Charlton	1,212.90	1,415.07	1,617.21	1,819.37	2,223.67	2,627.98	3,032.27	3,638.74
Chilbolton	1,215.42	1,418.01	1,620.57	1,823.15	2,228.29	2,633.44	3,038.57	3,646.30
Chilworth	1,227.48	1,432.07	1,636.64	1,841.23	2,250.39	2,659.55	3,068.71	3,682.46
East Dean	1,221.72	1,425.36	1,628.97	1,832.60	2,239.84	2,647.09	3,054.32	3,665.20
East Tytherley	1,226.71	1,431.18	1,635.62	1,840.08	2,248.98	2,657.89	3,066.79	3,680.16
Enham Alamein	1,217.06	1,419.92	1,622.75	1,825.60	2,231.28	2,636.97	3,042.66	3,651.20
Fyfield	1,241.61	1,448.56	1,655.49	1,862.43	2,276.30	2,690.17	3,104.04	3,724.86
Goodworth Clatford	1,241.92	1,448.93	1,655.90	1,862.90	2,276.87	2,690.85	3,104.82	3,725.80
Grateley	1,219.03	1,422.22	1,625.38	1,828.56	2,234.90	2,641.25	3,047.59	3,657.12
Houghton	1,235.37	1,441.28	1,647.17	1,853.07	2,264.86	2,676.65	3,088.44	3,706.14
Hurstbourne Tarrant	1,223.64	1,427.60	1,631.53	1,835.48	2,243.36	2,651.25	3,059.12	3,670.96
Kimpton	1,234.74	1,440.55	1,646.33	1,852.13	2,263.71	2,675.30	3,086.87	3,704.26
King's Somborne	1,255.72	1,465.02	1,674.30	1,883.59	2,302.16	2,720.74	3,139.31	3,767.18
Lockerley	1,231.07	1,436.27	1,641.43	1,846.62	2,256.97	2,667.34	3,077.69	3,693.24
Longparish	1,241.60	1,448.55	1,655.47	1,862.41	2,276.27	2,690.14	3,104.01	3,724.82
Longstock	1,223.84	1,427.84	1,631.80	1,835.78	2,243.72	2,651.68	3,059.62	3,671.56
Melchet Park & Plaitford	1,214.66	1,417.13	1,619.56	1,822.01	2,226.89	2,631.79	3,036.67	3,644.02

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
<b>Parish of</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Michelmersh & Timsbury	1,220.35	1,423.76	1,627.14	1,830.54	2,237.32	2,644.11	3,050.89	3,661.08
Monxton	1,233.20	1,438.76	1,644.28	1,849.82	2,260.88	2,671.96	3,083.02	3,699.64
Mottisfont	1,226.42	1,430.84	1,635.23	1,839.64	2,248.44	2,657.25	3,066.06	3,679.28
Nether Wallop	1,270.45	1,482.21	1,693.94	1,905.69	2,329.17	2,752.66	3,176.14	3,811.38
North Baddesley	1,235.12	1,441.00	1,646.84	1,852.70	2,264.40	2,676.12	3,087.82	3,705.40
Nursling & Rownhams	1,215.10	1,417.64	1,620.14	1,822.67	2,227.70	2,632.74	3,037.77	3,645.34
Over Wallop	1,224.46	1,428.56	1,632.62	1,836.71	2,244.86	2,653.02	3,061.17	3,673.42
Penton Grafton	1,216.32	1,419.06	1,621.77	1,824.50	2,229.94	2,635.39	3,040.82	3,649.00
Penton Mewsey	1,243.20	1,450.42	1,657.61	1,864.82	2,279.22	2,693.63	3,108.02	3,729.64
Quarley	1,223.65	1,427.61	1,631.54	1,835.49	2,243.37	2,651.26	3,059.14	3,670.98
Romsey Extra	1,212.98	1,415.17	1,617.32	1,819.49	2,223.81	2,628.15	3,032.47	3,638.98
Romsey Town	1,234.06	1,439.76	1,645.42	1,851.11	2,262.46	2,673.82	3,085.17	3,702.22
Sherfield English	1,217.76	1,420.73	1,623.68	1,826.65	2,232.57	2,638.49	3,044.41	3,653.30
Shipton Bellinger	1,238.42	1,444.84	1,651.23	1,857.64	2,270.44	2,683.25	3,096.06	3,715.28
Smannell	1,210.39	1,412.14	1,613.86	1,815.60	2,219.06	2,622.53	3,025.99	3,631.20
Stockbridge	1,236.72	1,442.85	1,648.96	1,855.09	2,267.33	2,679.57	3,091.81	3,710.18
Tangley	1,231.16	1,436.38	1,641.56	1,846.76	2,257.14	2,667.54	3,077.92	3,693.52
Thrupton	1,232.67	1,438.13	1,643.57	1,849.02	2,259.91	2,670.80	3,081.69	3,698.04
Upper Clatford	1,214.10	1,416.46	1,618.80	1,821.16	2,225.86	2,630.56	3,035.26	3,642.32
Valley Park	1,206.13	1,407.17	1,608.18	1,809.21	2,211.25	2,613.30	3,015.34	3,618.42
Vernham Dean	1,220.48	1,423.91	1,627.31	1,830.73	2,237.55	2,644.38	3,051.21	3,661.46
Wellow	1,227.92	1,432.60	1,637.24	1,841.90	2,251.20	2,660.52	3,069.82	3,683.80
W Tytherley, Frenchmoor & Buckholt	1,228.17	1,432.88	1,637.57	1,842.27	2,251.66	2,661.05	3,070.44	3,684.54
Wherwell	1,221.30	1,424.86	1,628.40	1,831.96	2,239.06	2,646.16	3,053.26	3,663.92
All other parts of the Council's area	1,197.49	1,397.09	1,596.66	1,796.25	2,195.41	2,594.58	2,993.74	3,592.50

**Finance Service  
Beech Hurst  
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**01264 368000**

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