

# Budget

## 2017/18

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**BUDGET BOOK**  
**2017/18**

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

### **Introduction**

This Budget Book has been produced to provide information to the public, Councillors and Officers on the Council's finances for 2017/18 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 Finance staff would be pleased to help.

### **Budget Strategy – 2017/18**

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 November. 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 2017/18, the 2016/17 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.

The options identified were set out in a report to the Cabinet on 30th November 2016 that was available for all interested parties to consider. The forecast budget gap at this time was £177,600. The Overview and Scrutiny Committee's Budget Panel reviewed the papers on 14th November 2016 and reported their comments and recommendations to the Cabinet.

The budget strategy was prepared on the basis that Council Tax would be increased by £5 in 2017/18 and that cuts to central government grant would be offset by a draw from the New Homes' Bonus reserve. Following further work on Business Rates growth, the proposed draw from the New Homes' Bonus Reserve was not required.

Based on the above information, the recommended budget was debated and subsequently resolved by Council on 24th February 2017. A diagram setting out the full Budget Cycle is set out on page 5.

## **Estimates 2017/18**

The result of the budget exercise was to produce a Council Tax Requirement of £8.150M 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 2017/18 has been reduced to £21.88 for a band D property. This will provide a contribution to the General Fund of £292,754 in the year.

## **Capital Programme**

The Council's capital spending proposals are set out on pages 173 to 185 and include new schemes which are designed to take forward the Council's main priorities.

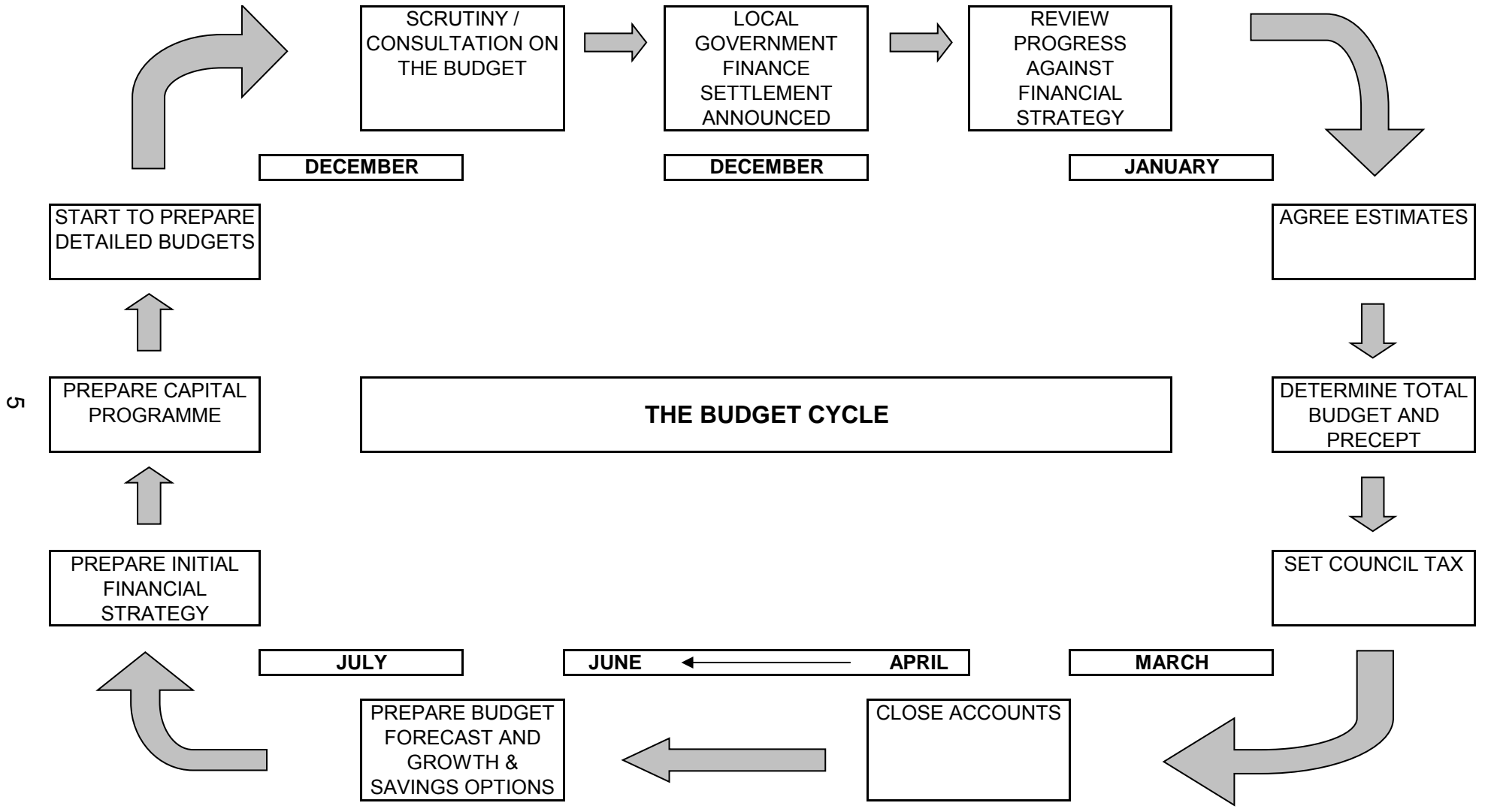
## **Summary**

The budget preparation for 2017/18 was particularly influenced by the need to address a gap in revenue resources resulting from continuing cuts in government support grants. Setting a balanced budget for 2017/18 is a huge achievement. Maintaining a balanced budget over the coming years will be a significant challenge.

The current forecast budget deficits are £134,800 in 2018/19 and a further £87,800 in 2018/19. Work has already begun on closing these forecast shortfalls.

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 staff who have once again completed a very successful estimates process. I express my appreciation and thanks to all of those involved.

William Fullbrook, CPFA  
Head of Finance, March 2017



**GENERAL FUND  
REVENUE INFORMATION  
2017/18**

## 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>2015/16</b> <b>£'000</b>	<b>Original</b> <b>Estimate</b> <b>2016/17</b> <b>£'000</b>	<b>Forecast</b> <b>2016/17</b> <b>£'000</b>	<b>Original</b> <b>Estimate</b> <b>2017/18</b> <b>£'000</b>
<b>Service Requirements</b>				
Chief Executive's	4	(35)	(8)	6
Community & Leisure	4,002	3,607	4,547	3,599
Environmental Service	4,673	4,795	4,740	4,763
Estates & Economic Development	(4,107)	(4,218)	(4,402)	(4,825)
Finance	2	0	(9)	0
Housing & Environmental Health	2,454	2,258	1,856	3,298
I.T.	1	(9)	55	2
Legal & Democratic	531	332	369	304
Planning & Building	1,709	1,123	1,652	1,573
Planning Policy & Transport	386	(177)	(428)	(286)
Revenues	1,244	1,307	1,339	1,365
<b>Net Cost of Services</b>	<b>10,899</b>	<b>8,983</b>	<b>9,711</b>	<b>9,799</b>
<b>Other Requirements</b>				
Benefits	(329)	(350)	(350)	(200)
Corporate & Democratic Core	3,095	4,147	4,195	4,048
	<b>13,665</b>	<b>12,780</b>	<b>13,556</b>	<b>13,647</b>
<b>Corporate Requirements</b>				
Contingency Provision	0	327	120	522
Depreciation & Capital Costs	(3,924)	(3,098)	(3,650)	(4,475)
Investment Income & Borrowing Costs	(554)	(454)	(442)	(337)
Other Government Grants	(853)	(832)	(594)	(860)
New Homes' Bonus	(3,579)	(4,793)	(4,798)	(4,916)
Council Tax Freeze Grant	(65)	0	0	0
Transition Grant	0	(54)	(54)	(54)
Provision for NDR Surplus 'levy'	1,540	981	900	1,498
100% Retention of NDR from Renewable Energy	0	(47)	(47)	(359)
Year End Write Offs	9	0	0	0
<b>Net General Fund Expenditure</b>	<b>6,239</b>	<b>4,810</b>	<b>4,991</b>	<b>4,666</b>
Transfer to Earmarked Reserves	598	5,213	5,052	5,381
Transfer to Asset Management reserves	1,154	1,117	416	1,117
Transfer to Capital Reserves	1,039	924	1,640	1,215
Transfer from General Fund balances	0	0	0	0
<b>GENERAL FUND REQUIREMENTS</b>	<b>9,030</b>	<b>12,064</b>	<b>12,099</b>	<b>12,379</b>



## GENERAL FUND SUMMARY (Cont)

	Actual 2015/16 £'000	Original Estimate 2016/17 £'000	Forecast 2016/17 £'000	Original Estimate 2017/18 £'000
<b>GENERAL FUND REQUIREMENTS</b>	<b>9,030</b>	<b>12,064</b>	<b>12,099</b>	<b>12,379</b>
Revenue Support Grant	(1,696)	(1,012)	(1,012)	(418)
Locally Retained Non-domestic Rates	(2,739)	(3,308)	(3,308)	(4,447)
Parish Precepts on Collection Fund	1,160	1,344	1,344	1,403
Share of Collection Fund Surplus	(105)	(1,341)	(1,376)	(767)
Share of Collection Fund Deficit	1,534	0	0	0
<b>COUNCIL TAX REQUIREMENT</b>	<b>7,184</b>	<b>7,747</b>	<b>7,747</b>	<b>8,150</b>
<b>Financed by</b>				
General Expenses	5,729	6,102	6,102	6,454
Parish Precepts	1,160	1,344	1,344	1,403
Special Expenses	295	301	301	293
<b>SUMMARY OF COUNCIL TAX REQUIREMENT</b>	<b>7,184</b>	<b>7,747</b>	<b>7,747</b>	<b>8,150</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.

### **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.

### **Council Tax Freeze Grant**

Following the decision to freeze Council tax in 2015/16 the Council was entitled to a grant from central government to cover the costs of foregone Council Tax income.

### **Transition Grant**

The Government is reducing the level of Revenue Support Grant payable to Councils each year. A transition grant has been introduced for 2016/17 and 2017/18 for councils most adversely affected by this change.

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

The Council achieved a growth in Business Rate income for 2015/16, and is forecasting growth for 2016/17 and 2017/18. 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 £2M which is the prudent minimum level recommended by the Head of Finance. This balance is expected to remain unchanged throughout 2017/18.

**Revenue Support Grant**

The Government provides grants to local authorities towards annual expenditure. This reduces the amount that needs to be met from Council Tax. The Government determines the level of grant for each authority on the basis of its assessment of their spending need and resources.

**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 2015/16 £'000</b>	<b>Original Estimate 2016/17 £'000</b>	<b>Forecast 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>
<b><u>Expenditure</u></b>				
Employee Costs	16,937	17,455	17,380	17,887
Premises Costs	3,566	3,003	3,895	3,149
Transport Costs	1,815	1,962	1,870	1,939
Supplies & Services	7,104	6,042	7,166	5,971
Contract Costs	1,351	1,313	1,087	1,271
Transfer Payments	29,905	31,128	31,137	31,137
Support Service Costs	9,004	8,577	8,556	8,516
Capital Financing	3,924	3,098	3,650	4,475
<b>Total Expenditure</b>	<b>73,606</b>	<b>72,578</b>	<b>74,741</b>	<b>74,345</b>
<b><u>Income</u></b>				
Fees, Charges & Government Grants	(50,937)	(51,221)	(52,629)	(52,182)
Recharge Income	(9,004)	(8,577)	(8,556)	(8,516)
<b>Total Income</b>	<b>(59,941)</b>	<b>(59,798)</b>	<b>(61,185)</b>	<b>(60,698)</b>
<b>Net Cost of Services</b>	<b>13,665</b>	<b>12,780</b>	<b>13,556</b>	<b>13,647</b>
Depreciation reversal and capital charges	(3,924)	(3,098)	(3,650)	(4,475)
Investment Income & Borrowing Costs	(554)	(454)	(442)	(337)
Non-Ringfenced Government Grants	(4,497)	(5,679)	(5,446)	(5,830)
Provision for NDR surplus levy	1,540	981	900	1,498
100% Retention of NDR from Renewable Energy	0	(47)	(47)	(359)
Year End write offs	9	0	0	0
<b>Net Total</b>	<b>6,239</b>	<b>4,483</b>	<b>4,871</b>	<b>4,144</b>
Provisions	0	327	120	522
Transfers to reserves	2,791	7,254	7,108	7,713
<b>General Fund Requirements</b>	<b>9,030</b>	<b>12,064</b>	<b>12,099</b>	<b>12,379</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 OFFICE  
ESTIMATES  
2017/18**

## 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 and his Office has the responsibility for providing organisational leadership and corporate support on matters of structure, human resources, strategy, general policy, public relations (including complaints handling), public consultation and corporate communications.

The Chief Executive's Office is structured with the Chief Executive being supported by two Corporate Directors. The Chief Executive and Corporate Directors together with Heads of Service oversee the direction and co-ordination of the Council's Services.

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

### Summary Estimates - by Activity

The net expenditure of all three functions in 2017/18 is expected to be £6,270. The total costs of the functions are recharged across all Services on an appropriate basis.

<b>Principal Activities</b>	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
Chief Executive's Office	4,460	(51,410)	(53,680)	6,250
Human Resource's Service	(4,288)	4,600	34,390	(14,280)
Human Resource's Function	4,269	11,600	11,600	14,300
<b>Net Expenditure / (Income)</b>	<b>4,441</b>	<b>(35,210)</b>	<b>(7,690)</b>	<b>6,270</b>

## SUBJECTIVE SUMMARY

The net expenditure between the income forecast for 2016/17 and original 2017/18 estimates has changed by £13,960 due to an increase in employee costs in respect of new posts. Supplies and Services has decreased as the Neighbourhood Planning Grant only featured in 2016/17. There is also a significant increase in Support Service Costs, specifically from IT where special projects are recharged.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	996,565	1,065,150	1,080,500	1,116,110
Premises Costs	173	0	50	0
Transport Costs	24,276	24,740	23,670	24,370
Supplies & Services	68,498	63,760	105,330	64,820
Contract Costs	112,634	108,730	108,950	111,130
Support Service Costs	134,550	119,300	122,760	155,540
<b>Total Expenditure</b>	<b>1,336,696</b>	<b>1,381,680</b>	<b>1,441,260</b>	<b>1,471,970</b>
<b>Recharge Income</b>	<b>(1,332,255)</b>	<b>(1,416,890)</b>	<b>(1,448,950)</b>	<b>(1,465,700)</b>
<b>Net Expenditure / (Income)</b>	<b>4,441</b>	<b>(35,210)</b>	<b>(7,690)</b>	<b>6,270</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	788,861	854,450	838,900	888,590
Premises Costs	173	0	50	0
Transport Costs	23,429	22,740	22,470	22,370
Supplies & Services	33,832	26,130	68,230	25,960
Support Service Costs	104,319	92,420	95,880	122,420
<b>Total Expenditure</b>	<b>950,614</b>	<b>995,740</b>	<b>1,025,530</b>	<b>1,059,340</b>
<b>Recharge Income</b>	<b>(946,154)</b>	<b>(1,047,150)</b>	<b>(1,079,210)</b>	<b>(1,053,090)</b>
<b>Net Expenditure / (Income)</b>	<b>4,460</b>	<b>(51,410)</b>	<b>(53,680)</b>	<b>6,250</b>

## HUMAN RESOURCES SERVICE

### Purpose

The Human Resources Service provides professional advice to managers across the Council on a wide range of employee management issues. The service supports organisational change, offering a range of expertise that adds value to the change process. In addition HR are responsible for managing the recruitment process and payroll delivery which are undertaken in partnership with Hampshire County Council, provision of corporate learning 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. There was a phased movement towards a partially shared service with Hampshire County Council which started in December 2010. Hampshire County Council provides the payroll for the Borough Council's employees and Councillors, and the recruitment service is provided through Hampshire County Council's HR Resourcing Centre.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	207,704	204,100	235,000	220,820
Transport Costs	847	2,000	1,200	2,000
Supplies & Services	5,697	7,930	7,400	6,560
Contract Costs	112,634	108,730	108,950	111,130
Support Service Costs	30,231	26,880	26,880	33,120
<b>Total Expenditure</b>	<b>357,113</b>	<b>349,640</b>	<b>379,430</b>	<b>373,630</b>
<b>Recharge Income</b>	<b>(361,401)</b>	<b>(345,040)</b>	<b>(345,040)</b>	<b>(387,910)</b>
<b>Net Expenditure / (Income)</b>	<b>(4,288)</b>	<b>4,600</b>	<b>34,390</b>	<b>(14,280)</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employees Costs	0	6,600	6,600	6,700
Employee Support Service	7,650	4,500	4,500	6,500
Occupational Health Costs	90	800	800	800
External Training Costs	21,229	24,400	24,400	25,000
<b>Total Expenditure</b>	<b>28,969</b>	<b>36,300</b>	<b>36,300</b>	<b>39,000</b>
<b>Recharge Income</b>	<b>(24,700)</b>	<b>(24,700)</b>	<b>(24,700)</b>	<b>(24,700)</b>
<b>Net Expenditure</b>	<b>4,269</b>	<b>11,600</b>	<b>11,600</b>	<b>14,300</b>

**COMMUNITY & LEISURE SERVICE  
ESTIMATES  
2017/18**

## COMMUNITY & LEISURE SERVICE

### **Aim:**

To provide an environment where our communities feel safe and are encouraged to reach their full potential, and are empowered to lead on issues that are important to them.

To assist in the improvement of physical, mental and social wellbeing of our residents by providing a comprehensive range of leisure, cultural and recreational opportunities.

The aims of the Community and Leisure Service reflect the main aims within the Corporate Plan 2015 – 2019, and contribute most significantly towards 'Contribute to being part of a strong community' and to 'Enjoy the natural and built environment'.

### **Summary:**

The Community and Leisure Service are responsible for a wide range of community facilities, initiatives and activities.

The Service comprises of three key business areas:

- Parks, Countryside, Sport and Play  
(Includes the management of open space, cemeteries, local nature reserves, woodlands, sports grounds and play areas)
  
- Arts and Culture  
(Includes the management of The Lights Theatre and public art)
  
- Communities  
(Includes grant administration, Councillor and community support and community planning)

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

## COMMUNITY & LEISURE SERVICE

### SUMMARY ESTIMATES

Principal Activities	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Community &amp; Leisure Management</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,690)</b>
<b>Parks, Countryside &amp; Sport &amp; Play</b>				
Managed Sports Facilities	1,219,206	1,218,230	1,198,440	1,154,480
Outdoor Sports Facilities	397,104	248,640	265,990	240,820
Playgrounds	114,081	84,600	246,190	130,050
Sports Development	35,997	36,790	28,760	32,930
Cemeteries	(41,532)	(62,970)	(29,480)	(65,660)
Grounds Maintenance	140,622	73,560	127,750	73,580
Urban Parks and Open Spaces	148,361	382,230	708,310	386,670
Nature Reserves	94,547	92,080	126,800	92,960
<b>Total - Parks, Countryside &amp; Sport</b>	<b>2,108,386</b>	<b>2,073,160</b>	<b>2,672,760</b>	<b>2,045,830</b>
<b>Community Engagement</b>	<b>1,357,278</b>	<b>1,053,710</b>	<b>1,391,760</b>	<b>1,078,860</b>
<b>Arts &amp; Culture</b>				
Andover Town Summit	8,160	10,750	11,560	11,330
Heritage	48,116	53,820	54,090	53,830
Arts Function	35,978	35,380	30,310	32,840
The Lights	443,636	380,310	386,110	377,740
<b>Total - Arts &amp; Culture</b>	<b>535,890</b>	<b>480,260</b>	<b>482,070</b>	<b>475,740</b>
<b>Net Total Expenditure</b>	<b>4,001,554</b>	<b>3,607,130</b>	<b>4,546,590</b>	<b>3,598,740</b>

## SUBJECTIVE SUMMARY

The amounts shown as Capital Financing costs represent depreciation of buildings, and expenditure financed through the Council's Capital Programme from which no new assets were acquired or significantly enhanced. The amount identified below represents expenditure on Community Leisure, Open Spaces and Community Grants.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	1,312,613	1,220,900	1,269,200	1,266,030
Premises Costs	805,056	400,700	1,107,690	420,170
Transport Costs	46,186	49,300	47,580	47,340
Supplies & Services	1,047,080	970,770	1,307,170	961,390
Contract Costs	455,561	474,040	224,160	429,000
Support Service Costs	700,086	656,760	660,790	686,330
Capital Financing	1,150,278	957,010	1,296,770	988,010
<b>Total Expenditure</b>	<b>5,516,860</b>	<b>4,729,480</b>	<b>5,913,360</b>	<b>4,798,270</b>
<u>Income</u>				
Fees & Charges Income	(1,088,892)	(716,980)	(1,005,170)	(790,940)
Recharge Income	(426,414)	(405,370)	(361,600)	(408,590)
<b>Total Income</b>	<b>(1,515,306)</b>	<b>(1,122,350)</b>	<b>(1,366,770)</b>	<b>(1,199,530)</b>
<b>Net Expenditure</b>	<b>4,001,554</b>	<b>3,607,130</b>	<b>4,546,590</b>	<b>3,598,740</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	165,977	159,980	164,570	161,200
Premises Costs	0	0	50	0
Transport Costs	6,897	6,540	6,210	6,730
Supplies & Services	24,436	22,610	22,330	19,410
Support Service Costs	163,883	151,010	151,010	154,330
<b>Total Expenditure</b>	<b>361,193</b>	<b>340,140</b>	<b>344,170</b>	<b>341,670</b>
<u>Income</u>				
Fees & Charges Income	(9)	0	0	0
Recharge Income	(361,184)	(340,140)	(344,170)	(343,360)
<b>Total Income</b>	<b>(361,193)</b>	<b>(340,140)</b>	<b>(344,170)</b>	<b>(343,360)</b>
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,690)</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 ACS) all major Leisure Centres were run by Valley Leisure Ltd until March 2017. On the 1st April 2017 Places for People will take over operating all major leisure centres in the Borough, and will lead on the redevelopment of Andover Leisure Centre.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	63,581	29,440	55,960	31,420
Transport Costs	0	0	80	0
Supplies & Services	35,237	20,000	250,070	0
Management Contract	445,561	464,640	214,640	419,600
Support Service Costs	52,693	66,160	38,880	64,650
Capital Financing	623,134	639,990	640,810	640,810
<b>Total Expenditure</b>	<b>1,220,206</b>	<b>1,220,230</b>	<b>1,200,440</b>	<b>1,156,480</b>
<u>Income</u>				
<b>Fees &amp; Charges Income</b>	<b>(1,000)</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>(2,000)</b>
<b>Net Expenditure</b>	<b>1,219,206</b>	<b>1,218,230</b>	<b>1,198,440</b>	<b>1,154,480</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 and Romsey Sports Centre. Two new sites equipped with football and cricket pitches and pavilions have been adopted in 2016 and are in use. These are located at Picket Twenty and Augusta Park.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	46,152	45,960	45,570	46,370
Grounds Maintenance Costs	42,285	43,560	33,060	43,560
Other Premises Costs	186,079	33,470	153,380	30,550
Transport Costs	514	1,030	1,010	1,030
Supplies & Services	13,880	10,160	11,180	10,210
Contract Costs	0	0	120	0
Support Service Costs	34,909	28,420	34,010	28,970
Capital Financing	121,727	125,880	123,790	124,660
<b>Total Expenditure</b>	<b>445,546</b>	<b>288,480</b>	<b>402,120</b>	<b>285,350</b>
<u>Income</u>				
Fees & Charges Income	(40,362)	(31,760)	(128,050)	(36,450)
Recharge Income	(8,080)	(8,080)	(8,080)	(8,080)
<b>Total Income</b>	<b>(48,442)</b>	<b>(39,840)</b>	<b>(136,130)</b>	<b>(44,530)</b>
<b>Net Expenditure</b>	<b>397,104</b>	<b>248,640</b>	<b>265,990</b>	<b>240,820</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 94 sites in Test Valley, for which the Council is responsible for the development and maintenance.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	47,940	0	142,300	0
Supplies & Services	6,188	8,970	8,970	8,970
Support Service Costs	8,934	6,060	16,470	5,690
Capital Financing	51,329	69,880	78,760	115,700
<b>Total Expenditure</b>	<b>114,391</b>	<b>84,910</b>	<b>246,500</b>	<b>130,360</b>
<u>Income</u>				
Recharge Income	(310)	(310)	(310)	(310)
<b>Total Income</b>	<b>(310)</b>	<b>(310)</b>	<b>(310)</b>	<b>(310)</b>
<b>Net Expenditure</b>	<b>114,081</b>	<b>84,600</b>	<b>246,190</b>	<b>130,050</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 taking place in 2017/18 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.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Transport Costs	73	0	0	0
Supplies & Services	13,708	14,410	7,530	14,420
Support Service Costs	22,216	22,380	21,230	18,510
<b>Total Expenditure</b>	<b>35,997</b>	<b>36,790</b>	<b>28,760</b>	<b>32,930</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 and Shipton Bellinger.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Grounds Maintenance Costs	25,470	27,200	35,950	35,900
Other Premises Costs	14,794	7,240	55,430	12,720
Supplies & Services	6,962	4,990	6,800	7,780
Support Service Costs	26,918	28,050	31,290	29,490
<b>Total Expenditure</b>	<b>74,144</b>	<b>67,480</b>	<b>129,470</b>	<b>85,890</b>
<b>Fees &amp; Charges Income</b>	<b>(115,676)</b>	<b>(130,450)</b>	<b>(158,950)</b>	<b>(151,550)</b>
<b>Net Income</b>	<b>(41,532)</b>	<b>(62,970)</b>	<b>(29,480)</b>	<b>(65,660)</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Grounds Maintenance Costs	108,975	108,510	163,880	108,510
Other Premises Costs	64,007	0	30	0
Supplies & Services	5,580	4,200	4,280	4,200
Support Service Costs	11,790	10,580	12,610	10,600
<b>Total Expenditure</b>	<b>190,352</b>	<b>123,290</b>	<b>180,800</b>	<b>123,310</b>
<b>Fees &amp; Charges Income</b>	<b>(49,730)</b>	<b>(49,730)</b>	<b>(53,050)</b>	<b>(49,730)</b>
<b>Net Expenditure</b>	<b>140,622</b>	<b>73,560</b>	<b>127,750</b>	<b>73,580</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

Open spaces including formal parks, play areas, informal green space, countryside sites and green corridors all feature within the Green Spaces Strategy. There are over 100 green spaces across the borough. Green Space Strategy will be refreshed in 2017 (and will include new sites adopted as part of MDA infrastructure). Responsibility for the management of Fishlake Meadows Nature Reserve will also be transferred to TVBC.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	179,253	171,990	181,190	194,190
Grounds Maintenance Costs	26,302	25,200	41,460	27,200
Other Premises Costs	70,079	8,140	257,450	7,570
Transport Costs	6,972	7,590	8,050	7,930
Supplies & Services	49,984	45,430	46,370	45,760
Support Service Costs	136,980	140,760	154,550	148,540
Capital Financing	28,971	30,810	31,170	18,030
<b>Total Expenditure</b>	<b>498,541</b>	<b>429,920</b>	<b>720,240</b>	<b>449,220</b>
<u>Income</u>				
Fees & Charges Income	(322,530)	(20,040)	(32,080)	(34,900)
Recharge Income	(27,650)	(27,650)	20,150	(27,650)
<b>Total Income</b>	<b>(350,180)</b>	<b>(47,690)</b>	<b>(11,930)</b>	<b>(62,550)</b>
<b>Net Expenditure</b>	<b>148,361</b>	<b>382,230</b>	<b>708,310</b>	<b>386,670</b>

## NATURE RESERVES

### Purpose

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

### Additional Information

Sustaining the quality of the local environment in the face of growth pressures is an ever present challenge. One of the methods of achieving this is by encouraging greater personal awareness of, and responsibility for, the local environment.

The Council will continue to arrange school visits where schools are invited to participate in sustainability and environmental awareness initiatives such as pond dipping and nature trails. Support for Volunteers and Community Groups is a prime focus of the team, not only inspiring the local community to get involved but also to take 'ownership' for their sustainable improvement.

The team have been successful in achieving Environmental Stewardship grant funding which will see the ecological condition of the River Anton, Ladies Walk, Anton Lakes and most recently Tadburn Meadows suitably enhanced over the next ten years.

The Council has a good reputation for managing nature reserves to conserve and enhance biodiversity in positive management. The service is also responsible for monitoring the LBaP (Local Biodiversity Action Plan) and delivery of key projects such as River Anton Enhancement Scheme and Romsey Waterways. Also, working with partners on new sites such as Abbotswood ANC and Fishlake Meadows, Romsey.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	33,682	31,050	31,600	31,750
Grounds Maintenance Costs	42,433	35,310	37,280	36,660
Other Premises Costs	0	0	35,100	0
Transport Costs	2,331	2,810	2,610	2,380
Supplies & Services	16,306	13,040	10,630	10,690
Support Service Costs	31,662	33,480	34,110	33,990
Capital Financing	15,903	17,080	15,730	17,180
<b>Total Expenditure</b>	<b>142,317</b>	<b>132,770</b>	<b>167,060</b>	<b>132,650</b>
<b><u>Income</u></b>				
Fees & Charges Income	(18,580)	(11,500)	(11,070)	(10,500)
Recharge Income	(29,190)	(29,190)	(29,190)	(29,190)
<b>Total Income</b>	<b>(47,770)</b>	<b>(40,690)</b>	<b>(40,260)</b>	<b>(39,690)</b>
<b>Net Expenditure</b>	<b>94,547</b>	<b>92,080</b>	<b>126,800</b>	<b>92,960</b>



## COMMUNITY ENGAGEMENT

### **Purpose**

One of the corporate aims within the Council's corporate plan is 'Contribute to and be part of a Strong Community'. 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**

In addition the service oversees the work of dedicated community workers on the new neighbourhood developments sites (at Abbotswood, Picket Twenty and East Anton), their role to ensure community cohesion and integration, linked in with other corporate activity targeted at New Neighbourhoods.

### 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
- Organising Local Events
- Administering the Community Grant Scheme

### Community Engagement

- 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
- Provide support for major visionary exercises such as Andover Vision and Romsey Future
- Working with our strategic partners to produce a local Community Safety Plan as required under the Crime and Discovered Act (1998)

### Grants

- Administering and monitoring the Council's Community Grants
- Councillor Community Grant Scheme
- Larger (Three Year) Grants Scheme
- Capital 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.

## COMMUNITY ENGAGEMENT CONT.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	533,600	481,760	503,830	482,060
Premises Costs	189	180	190	200
Transport Costs	27,531	29,530	28,190	27,520
Supplies & Services	484,184	477,000	466,130	483,220
Contract Costs	10,000	9,400	9,400	9,400
Support Service Costs	135,970	98,980	89,480	113,030
Capital Financing	251,241	9,360	348,540	9,440
<b>Total Expenditure</b>	<b>1,442,715</b>	<b>1,106,210</b>	<b>1,445,760</b>	<b>1,124,870</b>
<b>Fees &amp; Charges Income</b>	<b>(85,437)</b>	<b>(52,500)</b>	<b>(54,000)</b>	<b>(46,010)</b>
<b>Net Expenditure</b>	<b>1,357,278</b>	<b>1,053,710</b>	<b>1,391,760</b>	<b>1,078,860</b>

## ANDOVER TOWN EVENTS

### Purpose

A number of town centre events including regular monthly farmers and crafts markets, business fairs 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, external funding will be sought to ensure an attractive programme of events is delivered.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	515	0	180	0
Supplies & Services	16,085	16,100	16,710	16,100
Support Service Costs	1,600	1,450	1,770	2,030
<b>Total Expenditure</b>	<b>18,200</b>	<b>17,550</b>	<b>18,660</b>	<b>18,130</b>
<b>Fees &amp; Charges Income</b>	<b>(10,040)</b>	<b>(6,800)</b>	<b>(7,100)</b>	<b>(6,800)</b>
<b>Net Expenditure</b>	<b>8,160</b>	<b>10,750</b>	<b>11,560</b>	<b>11,330</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	426	1,460	2,580	1,460
Transport Costs	1,280	1,280	1,280	1,280
Grants	43,340	46,370	46,370	46,370
Support Service Costs	3,070	4,710	3,860	4,720
<b>Total Expenditure</b>	<b>48,116</b>	<b>53,820</b>	<b>54,090</b>	<b>53,830</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 and the Arts Officer works in partnership with key facilities such as The Lights, Andover Museum, Chapel Arts and King Johns House in Romsey.

The Council works in partnership with numerous bodies, such as Test Valley Arts Foundation, to promote a wide range of arts and cultural activities, and actively seeks to enhance this programme with funding from external partners and other providers. Local arts groups and organisations can apply for a grant to help with running costs, events and projects.

The Arts Officer works as part of the Environmental Enhancement group which was established following the Andover Town Summit.

A Public Art Strategy has been developed for the Council and this provides a framework for best practice in the commissioning of public art through Section 106 agreements. In doing so the Council will provide opportunities for people to participate in arts activities and events that will engage them with the places and communities in which they live and work. The projects will deliver high quality public artworks to enhance public spaces and provide enjoyment for residents and visitors to Test Valley.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	18,216	17,530	9,580	18,830
Premises Costs	609	0	0	0
Capital Financing Charges	0	4,440	0	0
Transport Costs	489	320	0	320
Supplies & Services	16,568	1,220	107,640	1,270
Support Service Costs	14,201	11,870	18,690	12,420
<b>Total Expenditure</b>	<b>50,083</b>	<b>35,380</b>	<b>135,910</b>	<b>32,840</b>
<b>Fees &amp; Charges Income</b>	<b>(14,105)</b>	<b>0</b>	<b>(105,600)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>35,978</b>	<b>35,380</b>	<b>30,310</b>	<b>32,840</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. The venue celebrated its 10th anniversary last year as part of the programme of activities identified within the 2015-19 venue business plan.

The theatre is solely funded by Test Valley BC and operates under a business plan 2015-19 to take the venue forward over the coming years.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	335,218	312,630	332,680	331,630
Premises Costs	111,887	80,990	93,590	84,420
Transport Costs	99	200	150	150
Supplies & Services	314,622	286,270	302,160	292,990
Support Service Costs	55,260	52,850	52,830	59,360
Capital Financing	57,973	59,570	57,970	62,190
<b>Total Expenditure</b>	<b>875,059</b>	<b>792,510</b>	<b>839,380</b>	<b>830,740</b>
<b>Fees &amp; Charges Income</b>	<b>(431,423)</b>	<b>(412,200)</b>	<b>(453,270)</b>	<b>(453,000)</b>
<b>Net Expenditure</b>	<b>443,636</b>	<b>380,310</b>	<b>386,110</b>	<b>377,740</b>

**CORPORATE & DEMOCRATIC CORE  
ESTIMATES  
2017/18**

## 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 Chief Executive's Office, 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

The net cost of Corporate & Democratic activities in 2017/18 is expected to be £4.048M which is a decrease of £98,250 from the original estimate for 2016/17. This is mainly due to a decrease in Corporate Management costs.

<b>Principal Activities</b>	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<b>Corporate Management</b>				
Corporate Management	1,408,974	1,491,740	1,539,770	1,309,480
Delivering Public Services Electronically	39,759	44,410	60,410	36,290
Corporate Public Relations, Information & Consultation	103,116	134,850	134,840	135,570
Emergency Planning	22,877	29,500	33,500	34,410
<b>Net Total Expenditure</b>	<b>1,574,726</b>	<b>1,700,500</b>	<b>1,768,520</b>	<b>1,515,750</b>
<b>Democratic Representation and Management</b>				
Councillors	716,953	736,880	736,700	752,460
Councillor Meetings	402,406	407,230	403,870	410,790
Mayoral Office	97,851	100,080	96,780	102,600
Civic Ceremonies	5,365	6,540	9,540	6,540
Subscriptions	22,337	28,700	21,530	22,600
Representing Local Interests	6,200	6,100	6,100	6,250
Other Democratic Activities	124,113	127,760	125,840	131,140
<b>Net Total Expenditure</b>	<b>1,375,225</b>	<b>1,413,290</b>	<b>1,400,360</b>	<b>1,432,380</b>
<b>Allocated Central Overheads</b>	<b>1</b>	<b>1,590</b>	<b>(4,710)</b>	<b>550</b>
<b>Non-Distributable Costs</b>	<b>144,993</b>	<b>1,031,270</b>	<b>1,031,270</b>	<b>1,099,720</b>
<b>Net Total Expenditure</b>	<b>3,094,945</b>	<b>4,146,650</b>	<b>4,195,440</b>	<b>4,048,400</b>



## SUBJECTIVE SUMMARY

	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<u>Expenditure</u>				
Employee Costs	18,277	1,033,180	1,035,640	1,166,130
Premises Costs	5,856	5,920	6,510	6,630
Transport Costs	26,729	31,000	25,000	29,000
Supplies & Services	827,870	776,630	828,350	783,160
Support Service Costs	2,622,398	2,632,230	2,632,230	2,455,760
Capital Financing Costs	47,687	47,690	47,690	47,690
<b>Total Expenditure</b>	<b>3,548,817</b>	<b>4,526,650</b>	<b>4,575,420</b>	<b>4,488,370</b>
<u>Income</u>				
Fees & Charges Income	(80,437)	(7,880)	(7,860)	(7,880)
Recharge Income	(373,435)	(372,120)	(372,120)	(432,090)
<b>Total Income</b>	<b>(453,872)</b>	<b>(380,000)</b>	<b>(379,980)</b>	<b>(439,970)</b>
<b>Net Expenditure</b>	<b>3,094,945</b>	<b>4,146,650</b>	<b>4,195,440</b>	<b>4,048,400</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	5,560	5,400	5,770	6,110
Supplies & Services	14,573	128,450	176,090	143,720
Support Service Costs	1,382,697	1,351,620	1,351,620	1,153,380
Capital Financing Costs	6,619	6,620	6,620	6,620
<b>Total Expenditure</b>	<b>1,409,449</b>	<b>1,492,090</b>	<b>1,540,100</b>	<b>1,309,830</b>
<u>Income</u>				
<b>Fees &amp; Charges Income</b>	<b>(475)</b>	<b>(350)</b>	<b>(330)</b>	<b>(350)</b>
<b>Net Expenditure</b>	<b>1,408,974</b>	<b>1,491,740</b>	<b>1,539,770</b>	<b>1,309,480</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Supplies & Services	11,452	14,200	30,200	14,200
Support Service Costs	28,307	30,210	30,210	22,090
<b>Total Expenditure</b>	<b>39,759</b>	<b>44,410</b>	<b>60,410</b>	<b>36,290</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Supplies & Services	15,904	16,500	16,490	16,500
Support Service Costs	94,852	125,850	125,850	126,570
<b>Total Expenditure</b>	<b>110,756</b>	<b>142,350</b>	<b>142,340</b>	<b>143,070</b>
<b>Fees &amp; Charges Income</b>	<b>(7,640)</b>	<b>(7,500)</b>	<b>(7,500)</b>	<b>(7,500)</b>
<b>Net Expenditure</b>	<b>103,116</b>	<b>134,850</b>	<b>134,840</b>	<b>135,570</b>

## EMERGENCY PLANNING

### Purpose

The Council has a statutory duty in accordance with the Civil Contingencies Act 2000 to be in a position to respond to any major incident which could affect the residents of Test Valley.

### Additional Information

In order to comply with its statutory duty the Council has entered into a Service Level Agreement with Hampshire County Council.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	0	760	4,910	5,070
Transport Costs	49	0	0	0
Supplies & Services	94,841	28,460	28,310	29,060
Support Service Costs	279	280	280	280
<b>Total Expenditure</b>	<b>95,169</b>	<b>29,500</b>	<b>33,500</b>	<b>34,410</b>
<b>Fees &amp; Charges Income</b>	<b>(72,292)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>	<b>22,877</b>	<b>29,500</b>	<b>33,500</b>	<b>34,410</b>

## COUNCILLORS

### **Purpose**

There are 48 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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employees Costs	12,481	12,000	12,000	12,720
Transport Costs	10,817	14,000	10,000	12,000
Supplies & Services	421,732	436,340	440,160	441,220
Support Service Costs	271,923	274,540	274,540	286,520
<b>Total Expenditure</b>	<b>716,953</b>	<b>736,880</b>	<b>736,700</b>	<b>752,460</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.

### 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 £68,465 in 2017/18.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	87	0	440	0
Supplies & Services	35,270	32,500	28,700	28,700
Support Service Costs	363,337	371,020	371,020	378,380
Capital Financing Costs	3,712	3,710	3,710	3,710
<b>Total Expenditure</b>	<b>402,406</b>	<b>407,230</b>	<b>403,870</b>	<b>410,790</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Transport Costs	15,863	17,000	15,000	17,000
Supplies & Services	24,212	27,040	25,740	26,810
Support Service Costs	57,776	56,040	56,040	58,790
<b>Total Expenditure</b>	<b>97,851</b>	<b>100,080</b>	<b>96,780</b>	<b>102,600</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 Day and Evening, Remembrance Sunday and St George's Day.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Supplies & Services	4,826	6,000	9,000	6,000
Support Service Costs	539	540	540	540
<b>Total Expenditure</b>	<b>5,365</b>	<b>6,540</b>	<b>9,540</b>	<b>6,540</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Supplies & Services	22,337	28,700	21,530	22,600
<b>Total Expenditure</b>	<b>22,337</b>	<b>28,700</b>	<b>21,530</b>	<b>22,600</b>

## REPRESENTING LOCAL INTERESTS

### Purpose

A key role of the Council is to represent the interests of the whole community by representing the Borough's views in meetings with, for example, other public bodies on significant issues which impact on the residents of the Borough.

### Additional Information

All of the costs represent recharges of staff time.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Support Service Costs	6,200	6,100	6,100	6,250
<b>Total Expenditure</b>	<b>6,200</b>	<b>6,100</b>	<b>6,100</b>	<b>6,250</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	209	520	300	520
Supplies & Services	116	2,200	500	2,200
Support Service Costs	123,788	125,040	125,040	128,420
<b>Total Expenditure</b>	<b>124,113</b>	<b>127,760</b>	<b>125,840</b>	<b>131,140</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. From 2017/18 employee costs include the new Apprenticeship Levy which has been introduced by Central Government. All Services receive an apportionment of these costs which are distributed on a suitable basis.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	5,796	7,700	6,010	61,940
Supplies & Services	57,251	56,240	51,630	52,150
Support Service Costs	273,063	272,440	272,440	281,220
Capital Financing Costs	37,356	37,360	37,360	37,360
<b>Total Expenditure</b>	<b>373,466</b>	<b>373,740</b>	<b>367,440</b>	<b>432,670</b>
<u>Income</u>				
Fees & Charges Income	(30)	(30)	(30)	(30)
Recharge Income	(373,435)	(372,120)	(372,120)	(432,090)
<b>Total Income</b>	<b>(373,465)</b>	<b>(372,150)</b>	<b>(372,150)</b>	<b>(432,120)</b>
<b>Net Expenditure / (Income)</b>	<b>1</b>	<b>1,590</b>	<b>(4,710)</b>	<b>550</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.

Since April 2011 a fixed monthly charge has been made by the Pension Fund in respect of the fund's deficit. This amount has been offset throughout the budget book by a reduction in the employer's contribution made by the Council in respect of all staff in the pension scheme. Accounting convention requires that only costs associated with current pension liabilities are shown in the Council's accounts, therefore the actual amount paid is adjusted at the end of the year, so that the outturn figure is £nil.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	0	1,012,720	1,012,720	1,086,400
Supplies & Services	125,356	0	0	0
Support Service Costs	19,637	18,550	18,550	13,320
<b>Total Expenditure</b>	<b>144,993</b>	<b>1,031,270</b>	<b>1,031,270</b>	<b>1,099,720</b>

**ENVIRONMENTAL SERVICE  
ESTIMATES  
2017/18**

## 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 2015-2019 and contributes most significantly to one of its four priorities, investing in Test Valley to be a great place to 'enjoy the natural and built environment'.

### **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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
Grounds Maintenance	1,160,612	1,230,470	1,238,950	1,240,100
Waste and Recycling Collection	2,266,415	2,246,580	2,281,120	2,193,000
Garden Waste Collection	19,245	39,290	(5,550)	28,280
Street Cleansing	1,162,563	1,192,110	1,138,470	1,214,200
Vehicle Workshop	57,851	71,030	61,810	67,290
Operational Overheads	6,597	15,710	25,220	19,620
<b>Net Total Expenditure</b>	<b>4,673,283</b>	<b>4,795,190</b>	<b>4,740,020</b>	<b>4,762,490</b>



## SUBJECTIVE SUMMARY

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	3,876,209	3,758,940	3,761,700	3,881,260
Premises Costs	239,208	218,230	234,270	232,260
Transport Costs	1,497,241	1,649,620	1,572,100	1,639,500
Supplies & Services	890,745	811,850	840,450	807,050
Contract Costs	42,305	45,900	45,900	45,900
Support Service Costs	525,289	501,650	501,650	468,110
Capital Financing	678,856	654,320	682,040	646,650
<b>Total Expenditure</b>	<b>7,749,853</b>	<b>7,640,510</b>	<b>7,638,110</b>	<b>7,720,730</b>
<u>Income</u>				
Fees & Charges Income	(1,568,997)	(1,314,720)	(1,372,490)	(1,413,050)
Recharge Income	(1,507,573)	(1,530,600)	(1,525,600)	(1,545,190)
<b>Total Income</b>	<b>(3,076,570)</b>	<b>(2,845,320)</b>	<b>(2,898,090)</b>	<b>(2,958,240)</b>
<b>Net Expenditure</b>	<b>4,673,283</b>	<b>4,795,190</b>	<b>4,740,020</b>	<b>4,762,490</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 90 playgrounds.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	1,028,346	1,028,240	1,036,910	1,063,730
Premises Costs	73,394	70,140	71,420	74,180
Transport Costs	310,718	332,400	319,790	327,820
Supplies & Services	265,086	207,350	219,850	203,760
Contract Costs	16,747	16,830	16,830	16,830
Support Service Costs	83,760	80,560	80,560	81,350
Capital Financing	160,326	161,230	180,300	154,200
<b>Total Expenditure</b>	<b>1,938,377</b>	<b>1,896,750</b>	<b>1,925,660</b>	<b>1,921,870</b>
<b><u>Income</u></b>				
Fees & Charges Income	(379,669)	(243,350)	(263,760)	(258,760)
Recharge Income	(398,096)	(422,930)	(422,950)	(423,010)
<b>Total Income</b>	<b>(777,765)</b>	<b>(666,280)</b>	<b>(686,710)</b>	<b>(681,770)</b>
<b>Net Expenditure</b>	<b>1,160,612</b>	<b>1,230,470</b>	<b>1,238,950</b>	<b>1,240,100</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 53,000 properties in the borough and the Council operate eleven 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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	1,463,834	1,344,750	1,360,040	1,368,990
Premises Costs	75,241	65,200	72,460	70,930
Transport Costs	513,361	571,670	556,520	580,410
Supplies & Services	319,410	292,170	297,940	294,980
Contract Costs	640	0	0	0
Support Service Costs	218,729	208,070	208,070	175,690
Capital Financing	271,918	284,720	285,290	276,000
<b>Total Expenditure</b>	<b>2,863,133</b>	<b>2,766,580</b>	<b>2,780,320</b>	<b>2,767,000</b>
Fees & Charges Income	(596,344)	(520,000)	(499,200)	(574,000)
Recharge Income	(374)	0	0	0
<b>Total Income</b>	<b>(596,718)</b>	<b>(520,000)</b>	<b>(499,200)</b>	<b>(574,000)</b>
<b>Net Expenditure</b>	<b>2,266,415</b>	<b>2,246,580</b>	<b>2,281,120</b>	<b>2,193,000</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 almost 12,000 households subscribing to our Garden Waste Collection Service which collects garden waste for composting.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	181,571	173,230	193,450	194,320
Premises Costs	7,364	6,250	7,090	6,870
Transport Costs	73,939	91,850	78,960	92,750
Supplies & Services	47,284	38,730	37,720	36,490
Support Service Costs	86,900	82,870	82,870	75,490
Capital Financing	42,358	42,360	42,360	42,360
<b>Total Expenditure</b>	<b>439,416</b>	<b>435,290</b>	<b>442,450</b>	<b>448,280</b>
<b>Fees &amp; Charges Income</b>	<b>(420,171)</b>	<b>(396,000)</b>	<b>(448,000)</b>	<b>(420,000)</b>
<b>Net Expenditure / (Income)</b>	<b>19,245</b>	<b>39,290</b>	<b>(5,550)</b>	<b>28,280</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 and clear graffiti.

### Additional Information

The Environmental Enforcement team investigate a range of environmental crimes including abandoned vehicles and fly tips and we also issue fixed penalty notices for littering and dog fouling. Our work is underpinned by education and awareness campaigns that are delivered across the Borough.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	761,682	752,410	716,190	774,430
Premises Costs	16,986	15,580	16,120	16,300
Transport Costs	235,068	257,780	234,940	246,920
Supplies & Services	108,168	137,280	138,700	135,080
Contract Costs	24,918	29,070	29,070	29,070
Support Service Costs	69,893	66,880	66,880	72,970
Capital Financing	194,554	162,390	170,470	170,470
<b>Total Expenditure</b>	<b>1,411,269</b>	<b>1,421,390</b>	<b>1,372,370</b>	<b>1,445,240</b>
<u>Income</u>				
Fees & Charges Income	(139,847)	(125,870)	(130,790)	(127,590)
Recharge Income	(108,859)	(103,410)	(103,110)	(103,450)
<b>Total Income</b>	<b>(248,706)</b>	<b>(229,280)</b>	<b>(233,900)</b>	<b>(231,040)</b>
<b>Net Expenditure</b>	<b>1,162,563</b>	<b>1,192,110</b>	<b>1,138,470</b>	<b>1,214,200</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	252,080	279,130	268,770	294,720
Premises Costs	63,885	60,710	59,080	63,630
Transport Costs	18,758	25,250	26,150	27,250
Supplies & Services	92,429	73,740	75,890	74,100
Support Service Costs	40,716	40,060	40,060	42,570
Capital Financing	3,617	3,620	3,620	3,620
<b>Total Expenditure</b>	<b>471,485</b>	<b>482,510</b>	<b>473,570</b>	<b>505,890</b>
<u>Income</u>				
Fees & Charges Income	(32,966)	(29,500)	(30,740)	(32,700)
Recharge Income	(380,668)	(381,980)	(381,020)	(405,900)
<b>Total Income</b>	<b>(413,634)</b>	<b>(411,480)</b>	<b>(411,760)</b>	<b>(438,600)</b>
<b>Net Expenditure</b>	<b>57,851</b>	<b>71,030</b>	<b>61,810</b>	<b>67,290</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Transport Costs	333,601	358,350	342,790	351,280
Supplies & Services	2,090	2,640	4,030	4,030
<b>Total Expenditure</b>	<b>335,691</b>	<b>360,990</b>	<b>346,820</b>	<b>355,310</b>
<u>Income</u>				
Recharge Income	(335,691)	(360,990)	(346,820)	(355,310)
<b>Total Income</b>	<b>(335,691)</b>	<b>(360,990)</b>	<b>(346,820)</b>	<b>(355,310)</b>
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</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 Officer 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.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	188,696	181,180	186,340	185,070
Premises Costs	2,338	350	8,100	350
Transport Costs	11,796	12,320	12,950	13,070
Supplies & Services	56,278	59,940	66,320	58,610
Support Service Costs	25,291	23,210	23,210	20,040
Capital Financing	6,083	0	0	0
<b>Total Expenditure</b>	<b>290,482</b>	<b>277,000</b>	<b>296,920</b>	<b>277,140</b>
<u>Income</u>				
Recharge Income	(283,885)	(261,290)	(271,700)	(257,520)
<b>Total Income</b>	<b>(283,885)</b>	<b>(261,290)</b>	<b>(271,700)</b>	<b>(257,520)</b>
<b>Net Expenditure</b>	<b>6,597</b>	<b>15,710</b>	<b>25,220</b>	<b>19,620</b>



**ESTATES & ECONOMIC DEVELOPMENT  
SERVICE  
ESTIMATES  
2017/18**

## **ESTATES & ECONOMIC DEVELOPMENT SERVICE**

### **Aim:**

To offer Estates and Economic Development solutions to meet the needs of Test Valley Borough Council, its citizens and businesses.

### **Summary:**

The Estates and Economic Development Service is responsible for managing properties owned by the Council and a range of economic development activities which contribute towards 'Investing in Test Valley 2015-2019 and beyond - A great place to Work and Do Business', which is one of the Council's four corporate priorities. Premises Management and Property Maintenance are also functions of the Council delivered by the service.

The Service is managed by the Head of Estates, assisted by three managers. These are a Senior Valuer who deals with asset management through commercial and industrial lettings; a Principle Building Surveyor who is responsible for reactive, planned and cyclical maintenance encapsulated in the Council's Asset Management Plan and an Economic Development Officer who deals with the Council's economic activities (including economic regeneration, development and partnership working, tourism promotion etc.)

## ESTATES & ECONOMIC DEVELOPMENT SERVICE

### SUMMARY ESTIMATES

Principal Activities	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Estates Support Unit</b>	<b>445,334</b>	<b>501,190</b>	<b>536,190</b>	<b>537,620</b>
<b>Property Portfolio</b>				
Andover Market	(19,587)	(19,410)	(19,260)	(19,260)
Business Park Development	(5,007,365)	(5,068,569)	(5,100,360)	(5,116,790)
Investment Properties	0	0	(724,680)	(932,400)
Union Street	(75,215)	(77,930)	(73,720)	(89,830)
Chantry Centre	(712,329)	(781,860)	(223,800)	(491,520)
Corporate Properties	(247,612)	(278,110)	(306,540)	(271,920)
<b>Total - Property Portfolio</b>	<b>(6,062,108)</b>	<b>(6,225,879)</b>	<b>(6,448,360)</b>	<b>(6,921,720)</b>
Economic Development & Promotion	150,036	94,150	102,570	98,370
Promotion of Tourism	97,717	95,840	94,850	96,750
<b>Total Economic Development and Promotion</b>	<b>247,753</b>	<b>189,990</b>	<b>197,420</b>	<b>195,120</b>
<b>Town Centre Management</b>	<b>46,883</b>	<b>40,640</b>	<b>37,020</b>	<b>39,610</b>
<b>Premises Management</b>				
Public Halls	404,863	358,790	405,120	353,890
Leisure Facilities	53,452	39,730	52,000	54,000
Andover Bus Station	13,420	(4,620)	14,710	2,140
Public Conveniences	230,942	215,440	248,260	210,850
Office Accommodation	17,754	45,010	94,500	37,080
Depot Costs	0	90	9,970	40
Andover Magistrates Court	177,337	38,000	22,060	50,200
Maintenance Works	248,279	225,550	224,530	230,900
Reactive / Planned Maintenance	0	302,730	143,510	330,430
Building Cleaning	69,070	55,740	61,570	55,320
<b>Total - Premises Management</b>	<b>1,215,117</b>	<b>1,276,460</b>	<b>1,276,230</b>	<b>1,324,850</b>
<b>Net Total Income</b>	<b>(4,107,021)</b>	<b>(4,217,599)</b>	<b>(4,401,500)</b>	<b>(4,824,520)</b>

## SUBJECTIVE SUMMARY

The net income has increased by £741,810 from the 2016/17 original estimate to the 2017/18 original estimate. This is due primarily to an increase in rental income for other commercial/investment properties.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	1,106,772	1,185,960	1,146,750	1,227,160
Premises Costs	1,737,777	1,614,211	1,685,210	1,662,310
Transport Costs	48,941	43,220	41,660	42,010
Supplies & Services	791,595	752,050	882,610	780,520
Contract Costs	732,699	680,000	683,500	680,000
Support Service Costs	905,875	880,110	880,110	907,850
Capital Charges	580,787	420,460	415,150	440,200
<b>Total Expenditure</b>	<b>5,904,446</b>	<b>5,576,011</b>	<b>5,734,990</b>	<b>5,740,050</b>
<u>Income</u>				
Fees & Charges Income	(7,383,026)	(7,338,790)	(7,657,570)	(8,080,600)
Recharge Income	(2,628,441)	(2,454,820)	(2,478,920)	(2,483,970)
<b>Total Income</b>	<b>(10,011,467)</b>	<b>(9,793,610)</b>	<b>(10,136,490)</b>	<b>(10,564,570)</b>
<b>Net Income</b>	<b>(4,107,021)</b>	<b>(4,217,599)</b>	<b>(4,401,500)</b>	<b>(4,824,520)</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 2016 the Service was responsible for land and property with a value of around £102M. Rental income generated by these assets is over £7M per annum. Rental income for 2017/18 is estimated to be approximately £7.8M 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 Estates Service Team also operates the Council room booking system, which allows members of the public to use The Rendezvous, Guildhall, Crosfield Hall and meeting rooms at Beech Hurst. Bookings for Andover High Street are also managed by the team.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	589,874	663,060	619,910	685,540
Transport Costs	9,710	9,970	9,210	9,220
Supplies & Services	70,857	73,660	152,570	73,040
Support Service Costs	136,943	116,550	116,550	131,870
<b>Total Expenditure</b>	<b>807,384</b>	<b>863,240</b>	<b>898,240</b>	<b>899,670</b>
<b>Recharge Income</b>	<b>(362,050)</b>	<b>(362,050)</b>	<b>(362,050)</b>	<b>(362,050)</b>
<b>Net Expenditure</b>	<b>445,334</b>	<b>501,190</b>	<b>536,190</b>	<b>537,620</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	9,653	9,830	9,980	9,980
Support Service Costs	10,760	10,760	10,760	10,760
<b>Total Expenditure</b>	<b>20,413</b>	<b>20,590</b>	<b>20,740</b>	<b>20,740</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 Income</b>	<b>(19,587)</b>	<b>(19,410)</b>	<b>(19,260)</b>	<b>(19,260)</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	278,773	154,721	169,590	140,250
Supplies & Services	175,494	198,060	202,630	202,080
Support Service Costs	116,075	114,580	114,580	117,130
Sub-Contractor Costs	680	0	3,500	0
<b>Total Expenditure</b>	<b>571,022</b>	<b>467,361</b>	<b>490,300</b>	<b>459,460</b>
<b>Fees &amp; Charges Income</b>	<b>(5,578,387)</b>	<b>(5,535,930)</b>	<b>(5,590,660)</b>	<b>(5,576,250)</b>
<b>Net Income</b>	<b>(5,007,365)</b>	<b>(5,068,569)</b>	<b>(5,100,360)</b>	<b>(5,116,790)</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.

	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<u>Expenditure</u>				
Premises Costs	0	0	20,390	22,970
Supplies & Services	0	0	6,000	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>26,390</b>	<b>22,970</b>
<b>Fees &amp; Charges Income</b>	<b>0</b>	<b>0</b>	<b>(751,070)</b>	<b>(955,370)</b>
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>(724,680)</b>	<b>(932,400)</b>



## UNION STREET

### Purpose

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

### Additional Information

Union Street is also home to a community facility, The Rendezvous.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	4,219	990	6,260	1,150
Supplies & Services	(691)	0	0	0
Support Service Costs	1,225	1,220	1,220	1,220
<b>Total Expenditure</b>	<b>4,753</b>	<b>2,210</b>	<b>7,480</b>	<b>2,370</b>
<b>Fees &amp; Charges Income</b>	<b>(79,968)</b>	<b>(80,140)</b>	<b>(81,200)</b>	<b>(92,200)</b>
<b>Net Income</b>	<b>(75,215)</b>	<b>(77,930)</b>	<b>(73,720)</b>	<b>(89,830)</b>

## CHANTRY CENTRE

### Purpose

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

### Additional Information

The Centre is managed by Capita on behalf of Aviva.

	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<u>Expenditure</u>				
Premises Costs	0	33,940	0	0
Support Service Costs	18,367	18,200	18,200	18,480
<b>Total Expenditure</b>	<b>18,367</b>	<b>52,140</b>	<b>18,200</b>	<b>18,480</b>
<b>Fees &amp; Charges Income</b>	<b>(730,696)</b>	<b>(834,000)</b>	<b>(242,000)</b>	<b>(510,000)</b>
<b>Net Income</b>	<b>(712,329)</b>	<b>(781,860)</b>	<b>(223,800)</b>	<b>(491,520)</b>

## CORPORATE PROPERTIES

### Purpose

In addition to the business parks, Union Street and Chantry Centre, the Council also owns its operational property; offices, depots, community facilities, leisure facilities, public conveniences and cemeteries. A miscellaneous investment portfolio of shops, offices, workshops and agricultural land is also held throughout the Borough.

### Additional Information

The Service generates income in excess of £560,000 through lettings to third parties. Included in this figure is the Council's income share from the Odeon Cinema development.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	146,693	74,160	100,430	76,470
Supplies & Services	11,055	10,500	7,070	11,350
Support Service Costs	190,600	187,580	187,580	192,420
Capital Charges	6,462	9,750	6,460	17,180
<b>Total Expenditure</b>	<b>354,810</b>	<b>281,990</b>	<b>301,540</b>	<b>297,420</b>
<b>Fees &amp; Charges Income</b>	<b>(602,422)</b>	<b>(560,100)</b>	<b>(608,080)</b>	<b>(569,340)</b>
<b>Net Income</b>	<b>(247,612)</b>	<b>(278,110)</b>	<b>(306,540)</b>	<b>(271,920)</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, the rural economy (e.g. through LEADER Programmes), the tourism sector and on business parks.

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 the 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; Test Valley Skills Zone Partnership and using S.106 agreements to secure construction apprenticeships.

	<b>Actual</b> <b>2015/16</b> <b>£</b>	<b>Original</b> <b>Estimate</b> <b>2016/17</b> <b>£</b>	<b>Forecast</b> <b>2016/17</b> <b>£</b>	<b>Original</b> <b>Estimate</b> <b>2017/18</b> <b>£</b>
<u>Expenditure</u>				
Premises Costs	0	660	400	500
Transport Costs	1,530	1,600	1,560	1,600
Supplies & Services	158,114	131,920	120,640	147,310
Sub-contractor Costs	49,620	0	0	0
Support Service Costs	11,211	10,970	10,970	9,960
<b>Total Expenditure</b>	<b>220,475</b>	<b>145,150</b>	<b>133,570</b>	<b>159,370</b>
<b>Fees &amp; Charges Income</b>	<b>(70,439)</b>	<b>(51,000)</b>	<b>(31,000)</b>	<b>(61,000)</b>
<b>Net Expenditure</b>	<b>150,036</b>	<b>94,150</b>	<b>102,570</b>	<b>98,370</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 Test Valley Visitors Guide, Test Valley Churches, Sprat and Winkle Line 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.

The hospitality sector includes the Hampshire Hospitality Awards.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	6,434	3,410	3,940	3,420
Transport Costs	1,280	1,280	1,280	1,280
Grants	69,809	69,830	70,390	70,400
Other Supplies & Services	14,742	15,880	13,950	16,240
Support Service Costs	5,452	5,440	5,440	5,410
<b>Total Expenditure</b>	<b>97,717</b>	<b>95,840</b>	<b>95,000</b>	<b>96,750</b>
<u>Income</u>				
<b>Fees &amp; Charges Income</b>	0	0	(150)	0
<b>Net Expenditure</b>	<b>97,717</b>	<b>95,840</b>	<b>94,850</b>	<b>96,750</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 as well as supporting both of the Town Centre Managers to improve the range and quality of the retail and catering on offer and by the creation and promotion of vibrant and modern market towns.

### Additional Information

In Andover an important new initiative to rejuvenate Andover Town Centre was launched in October 2012. A town centre summit in November 2013 led to a variety of new initiatives being rolled out (including a new grant for independent retail units). The recent appointment of consultants to undertake a Business Improvement District (BID) Feasibility Study for Andover town centre is an example of this area of work.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	4,370	1,500	1,500	1,500
Grants	45,210	19,080	37,200	19,080
Other Supplies & Services	0	0	0	0
Support Service Costs	19,284	20,060	20,060	19,030
<b>Total Expenditure</b>	<b>68,864</b>	<b>40,640</b>	<b>58,760</b>	<b>39,610</b>
<b>Fees &amp; Charges Income</b>	<b>(21,981)</b>	<b>0</b>	<b>(21,740)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>46,883</b>	<b>40,640</b>	<b>37,020</b>	<b>39,610</b>

## PUBLIC HALLS

### 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.

### Additional Information

The main halls included are the Upper Guildhall and The Rendezvous in the north of the Borough and Crosfield Hall in the south, for which building 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 had substantial renovation; Crosfield Hall has also gained an extended and improved annexe.

Seven new community buildings are being built by developers as Planning gains, three community centres and four sports pavilions. Of these seven new buildings two community centres and two sports pavilions have been adopted by the Council. These have been integrated into the Council's property portfolio. In 2017/18 there will be one further community centre and two further sports pavilions adopted.

	<b>Actual</b> <b>2015/16</b> £	<b>Original</b> <b>Estimate</b> <b>2016/17</b> £	<b>Forecast</b> <b>2016/17</b> £	<b>Original</b> <b>Estimate</b> <b>2017/18</b> £
<u>Expenditure</u>				
Premises Costs	134,710	86,370	160,560	92,100
Supplies & Services	9,570	9,810	13,510	11,680
Support Service Costs	124,754	124,770	124,770	124,790
Capital Charges	180,863	185,840	182,770	187,320
<b>Total Expenditure</b>	<b>449,897</b>	<b>406,790</b>	<b>481,610</b>	<b>415,890</b>
<b>Fees &amp; Charges Income</b>	<b>(45,034)</b>	<b>(48,000)</b>	<b>(76,490)</b>	<b>(62,000)</b>
<b>Net Expenditure</b>	<b>404,863</b>	<b>358,790</b>	<b>405,120</b>	<b>353,890</b>

## LEISURE FACILITIES

### Purpose

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

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	53,452	39,730	52,000	54,000
<b>Total Expenditure</b>	<b>53,452</b>	<b>39,730</b>	<b>52,000</b>	<b>54,000</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	44,432	36,880	65,320	54,250
Supplies & Services	9,993	2,000	2,000	500
<b>Total Expenditure</b>	<b>54,425</b>	<b>38,880</b>	<b>67,320</b>	<b>54,750</b>
<b>Fees &amp; Charges Income</b>	<b>(41,005)</b>	<b>(43,500)</b>	<b>(52,610)</b>	<b>(52,610)</b>
<b>Net Expenditure / (Income)</b>	<b>13,420</b>	<b>(4,620)</b>	<b>14,710</b>	<b>2,140</b>

## PUBLIC CONVENIENCES

### Purpose

The Council provides five public conveniences across the Borough, all of which are free to use and have baby changing rooms and facilities for disabled people.

### Additional Information

The service is responsible for the cleaning and maintenance of these facilities.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	56,173	54,970	47,400	51,860
Premises Costs	164,942	151,070	164,420	150,910
Transport Costs	5,769	7,530	7,620	7,650
Supplies & Services	13,305	15,180	42,630	17,200
Support Service Costs	37,620	37,590	37,590	37,840
Capital Charges	13,580	13,550	13,680	13,680
<b>Total Expenditure</b>	<b>291,389</b>	<b>279,890</b>	<b>313,340</b>	<b>279,140</b>
<b>Recharge Income</b>	<b>(60,447)</b>	<b>(64,450)</b>	<b>(65,080)</b>	<b>(68,290)</b>
<b>Net Expenditure</b>	<b>230,942</b>	<b>215,440</b>	<b>248,260</b>	<b>210,850</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, along with the hot desk facility at Bourne House.

### Additional Information

The amounts shown in the capital charges represent depreciation of the Council's office buildings. Duttons Road was sold in December 2014.

	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Duttons Road, Romsey</b>				
<u>Expenditure</u>				
Supplies & Services	254	0	0	0
<b>Net Expenditure</b>	<b>254</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Beech Hurst, Andover</b>				
<u>Expenditure</u>				
Premises Costs	572,663	435,220	529,120	449,590
Supplies & Services	26,173	20,810	26,370	23,570
Contract Costs	20,539	25,000	25,000	25,000
Support Service Costs	12,950	12,990	12,990	12,930
Capital Charges	185,027	123,360	123,360	127,660
<b>Total Expenditure</b>	<b>817,352</b>	<b>617,380</b>	<b>716,840</b>	<b>638,750</b>
<b>Fees &amp; Charges Income</b>	<b>(110,175)</b>	<b>(122,130)</b>	<b>(124,720)</b>	<b>(124,630)</b>
<b>Net Expenditure</b>	<b>707,177</b>	<b>495,250</b>	<b>592,120</b>	<b>514,120</b>
<b>Former Magistrates Court, Romsey</b>				
<u>Expenditure</u>				
Premises Costs	65,108	72,400	51,560	47,810
Supplies & Services	3,832	4,000	3,300	4,300
Capital Charges	20,568	15,870	15,710	15,710
<b>Total Expenditure</b>	<b>89,508</b>	<b>92,270</b>	<b>70,570</b>	<b>67,820</b>
<b>Fees &amp; Charges Income</b>	<b>(40,204)</b>	<b>(23,990)</b>	<b>(37,200)</b>	<b>(37,200)</b>
<b>Net Expenditure</b>	<b>49,304</b>	<b>68,280</b>	<b>33,370</b>	<b>30,620</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.

The net expenditure shown on the previous page is reallocated to services based on the floor area occupied at Beech Hurst and the FMC (shown as Recharge Income under General Office Accommodation below).

	<b>Actual 2015/16</b>	<b>Original Estimate 2016/17</b>	<b>Forecast 2016/17</b>	<b>Original Estimate 2017/18</b>
	£	£	£	£
<b>Premises Management</b>				
<u>Expenditure</u>				
Employee Costs	103,705	121,630	112,830	123,130
Transport Costs	34	500	100	250
Supplies & Services	6,296	5,830	2,560	7,340
Support Service Costs	26,270	25,150	25,150	29,710
<b>Total Expenditure</b>	<b>136,305</b>	<b>153,110</b>	<b>140,640</b>	<b>160,430</b>
<b>Recharge Income</b>	<b>(155,260)</b>	<b>(155,260)</b>	<b>(155,260)</b>	<b>(155,260)</b>
<b>Net Income</b>	<b>(18,955)</b>	<b>(2,150)</b>	<b>(14,620)</b>	<b>5,170</b>
<b>General Office Accommodation</b>				
<b>Recharge Income</b>	<b>(720,026)</b>	<b>(516,370)</b>	<b>(516,370)</b>	<b>(512,830)</b>
<b>Net Expenditure</b>	<b>17,754</b>	<b>45,010</b>	<b>94,500</b>	<b>37,080</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	180,137	160,320	174,610	170,370
Supplies & Services	5,283	800	6,050	2,850
Support Service Costs	6,225	6,250	6,250	6,280
Capital Charges	52,904	55,780	52,900	58,380
<b>Total Expenditure</b>	<b>244,549</b>	<b>223,150</b>	<b>239,810</b>	<b>237,880</b>
<b>Recharge Income</b>	<b>(244,549)</b>	<b>(223,060)</b>	<b>(229,840)</b>	<b>(237,840)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>90</b>	<b>9,970</b>	<b>40</b>

## ANDOVER MAGISTRATES COURT

### Purpose

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

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Premises Costs	59,477	38,000	15,730	43,870
Supplies & Services	10,590	0	0	0
Capital Charges	107,270	0	6,330	6,330
<b>Total Expenditure</b>	<b>177,337</b>	<b>38,000</b>	<b>22,060</b>	<b>50,200</b>

## MAINTENANCE WORKS

### Purpose

Planned repairs are based on a rolling programme of condition surveys, from which is derived a prioritised programme of repairs.

### Additional Information

The Property Services team manage responsive, cyclical and planned maintenance of the Council's properties. There are some 60 industrial, commercial and operational properties, 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.

The planned maintenance programme is determined by Property Services before the start of each financial year after consultation with other Council services, and is then incorporated into the Asset Management Plan. Amendments are made during the year, on the basis of actual costs of work and changing priorities.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	245,871	240,720	239,410	248,370
Premises Costs	12,529	12,280	15,770	12,740
Transport Costs	30,618	22,340	21,890	22,010
Supplies & Services	133,987	149,530	149,800	148,490
Sub-Contractor Costs	658,461	650,000	650,000	650,000
Support Service Costs	135,308	135,420	135,420	136,400
Capital Charges	14,113	16,310	13,940	13,940
<b>Total Expenditure</b>	<b>1,230,887</b>	<b>1,226,600</b>	<b>1,226,230</b>	<b>1,231,950</b>
<u>Income</u>				
Fees and Charges	(22,404)	0	(650)	0
Recharge Income	(960,204)	(1,001,050)	(1,001,050)	(1,001,050)
<b>Total Income</b>	<b>(982,608)</b>	<b>(1,001,050)</b>	<b>(1,001,700)</b>	<b>(1,001,050)</b>
<b>Net Expenditure</b>	<b>248,279</b>	<b>225,550</b>	<b>224,530</b>	<b>230,900</b>

## REACTIVE / PLANNED MAINTENANCE

### Purpose

A budget for all reactive and planned / cyclical maintenance works is determined before the start of each financial year.

### 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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Reactive Maintenance	0	302,730	143,510	330,430
<b>Total Expenditure</b>	<b>0</b>	<b>302,730</b>	<b>143,510</b>	<b>330,430</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.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	111,149	105,580	127,200	118,260
Premises Costs	185	0	120	0
Supplies & Services	27,722	25,160	25,940	25,090
Sub-Contractor Costs	3,399	5,000	5,000	5,000
Support Service Costs	52,831	52,580	52,580	53,620
<b>Total Expenditure</b>	<b>195,286</b>	<b>188,320</b>	<b>210,840</b>	<b>201,970</b>
<u>Income</u>				
Fees and Charges Income	(311)	0	0	0
Recharge Income	(125,905)	(132,580)	(149,270)	(146,650)
<b>Total Income</b>	<b>(126,216)</b>	<b>(132,580)</b>	<b>(149,270)</b>	<b>(146,650)</b>
<b>Net Expenditure</b>	<b>69,070</b>	<b>55,740</b>	<b>61,570</b>	<b>55,320</b>

**FINANCE SERVICE  
ESTIMATES  
2017/18**

## FINANCE SERVICE

The Finance Service is managed by the Head of Finance, Accountancy Manager, Audit Partnership Manager and Financial Services Manager.

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

### Summary Estimates - by Activity

The Finance Service undertakes the core financial work of the Council. The costs of the Service are recovered through a recharging mechanism whereby other services are charged for work undertaken by the Service. The level of recharge is reviewed periodically, which helps to explain the variance in net income each year.

Finance is also responsible for ensuring the Council is adequately insured and for managing the Council's leased car fleet. In both cases, Finance bears the initial cost and fully recharges those amounts to other services across the Council.

<b>Principal Activities</b>	<b>Actuals 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
Finance Service	2,003	90	(9,410)	30
<b>Net Total Expenditure / (Income)</b>	<b>2,003</b>	<b>90</b>	<b>(9,410)</b>	<b>30</b>

## SUBJECTIVE SUMMARY

	<b>Actuals 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	748,456	742,390	742,490	755,770
Transport Costs	5,917	7,530	7,830	6,780
Supplies & Services	41,175	68,400	58,500	53,300
Support Service Costs	153,257	132,070	132,070	138,510
<b>Total Expenditure</b>	<b>948,805</b>	<b>950,390</b>	<b>940,890</b>	<b>954,360</b>
<u>Income</u>				
Fees & Charges Income	(2,879)	(2,820)	(2,820)	(2,820)
Recharge Income	(943,923)	(947,480)	(947,480)	(951,510)
<b>Total Income</b>	<b>(946,802)</b>	<b>(950,300)</b>	<b>(950,300)</b>	<b>(954,330)</b>
<b>Net Expenditure / (Income)</b>	<b>2,003</b>	<b>90</b>	<b>(9,410)</b>	<b>30</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 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 internal audit. The Financial Services team is responsible for debtor, creditor, insurance and car lease functions, car loans and procurement.

The Financial Services team currently processes approximately 4,200 debtor invoices and 15,700 creditor invoices per annum.

	<b>Actuals 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	748,456	742,390	742,490	755,770
Transport Costs	5,917	7,530	7,830	6,780
Supplies & Services	41,175	68,400	58,500	53,300
Support Service Costs	153,257	132,070	132,070	138,510
<b>Total Expenditure</b>	<b>948,805</b>	<b>950,390</b>	<b>940,890</b>	<b>954,360</b>
<u>Income</u>				
Fees & Charges	(2,879)	(2,820)	(2,820)	(2,820)
Recharge Income	(943,923)	(947,480)	(947,480)	(951,510)
<b>Total Income</b>	<b>(946,802)</b>	<b>(950,300)</b>	<b>(950,300)</b>	<b>(954,330)</b>
<b>Net Expenditure/(Income)</b>	<b>2,003</b>	<b>90</b>	<b>(9,410)</b>	<b>30</b>

**HOUSING & ENVIRONMENTAL HEALTH  
SERVICE ESTIMATES  
2017/18**

## **HOUSING & ENVIRONMENTAL HEALTH SERVICE**

Our aim is to safeguard the environmental health of the Borough, to assess local housing needs and secure 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 in relation to the housing strategy, private sector housing, disabled facilities grants, housing needs assessment, housing advice and homelessness. These teams are also responsible for administering the Joint Housing Register and our involvement in the sub-regional choice based lettings scheme called Hampshire Home Choice, and commissioning the provision of new affordable housing developed mainly by housing associations.

The Environmental Health Unit has two teams; Health Protection and Environmental Protection. Health Protection includes accidents, Health & Safety at work, registration of skin piercers, hairdressers, food hygiene standards, food poisoning & infectious diseases, smoke free areas, Sunday trading, licensing for dangerous wild animals, riding schools, pet shops, zoos and street trading.

Environmental Protection covers contaminated land, noise & other nuisances, air pollution control, pollution prevention & control permits, bonfires, drainage facilities on private land, out of hours service, private water supplies; plus licensing of catteries, kennels & dog breeding, dog fouling, stray dogs & responsible dog ownership and pest control.

Both teams are primary consultees for Planning and Licensing Act applications.

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 functions to be undertaken by the Service is estimated at £3.298M in 2017/18. The main reason for the increase in net service expenditure from the 2016/17 original figure of £2.257M to £3.298M in the 2017/18 original estimate is an increase in the Capital Financing costs due to additional grant applications from Registered Social Landlords towards housing projects.

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

Principal Activities	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Housing Activities</b>				
General Management	0	0	0	0
Housing Options	703,545	732,000	731,920	721,340
Hampshire Home Choice	9,978	7,890	2,820	3,810
Housing Development	154,092	156,230	254,850	1,180,220
Business Support	0	300	0	0
<b>Total - Housing Activities</b>	<b>867,615</b>	<b>896,420</b>	<b>989,590</b>	<b>1,905,370</b>
<b>Health Activities</b>				
Pest Control	107,628	85,970	79,720	82,280
Environmental Protection	310,705	255,080	262,680	257,520
Housing Standards	744,524	602,070	99,150	622,750
Animal Welfare	112,702	109,780	107,900	109,010
Health Protection	311,346	308,400	317,330	320,940
<b>Total - Health Activities</b>	<b>1,586,905</b>	<b>1,361,300</b>	<b>866,780</b>	<b>1,392,500</b>
<b>Net Total Expenditure</b>	<b>2,454,520</b>	<b>2,257,720</b>	<b>1,856,370</b>	<b>3,297,870</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	1,634,899	1,578,410	1,547,960	1,615,580
Premises Costs	17,546	6,530	7,560	6,630
Transport Costs	41,564	50,940	47,140	51,390
Supplies & Services	284,757	268,300	302,200	238,320
Transfer Payments	125,246	156,000	156,000	156,000
Support Service Costs	1,020,766	934,580	909,610	894,610
Capital Financing	1,047,959	834,990	972,480	2,024,980
<b>Total Expenditure</b>	<b>4,172,737</b>	<b>3,829,750</b>	<b>3,942,950</b>	<b>4,987,510</b>
<u>Income</u>				
Fees & Charges Income	(379,293)	(362,780)	(384,630)	(441,140)
Government Grant	(500,849)	(420,000)	(937,670)	(500,000)
Recharge Income	(838,075)	(789,250)	(764,280)	(748,500)
<b>Total Income</b>	<b>(1,718,217)</b>	<b>(1,572,030)</b>	<b>(2,086,580)</b>	<b>(1,689,640)</b>
<b>Net Total Expenditure</b>	<b>2,454,520</b>	<b>2,257,720</b>	<b>1,856,370</b>	<b>3,297,870</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	93,708	85,320	89,340	87,140
Premises Cost	10,563	0	0	0
Transport Costs	298	350	170	200
Supplies & Services	2,403	310	1,130	1,130
Support Service Costs	65,763	64,910	64,910	72,750
<b>Total Expenditure</b>	<b>172,735</b>	<b>150,890</b>	<b>155,550</b>	<b>161,220</b>
<b>Recharge Income</b>	<b>(172,735)</b>	<b>(150,890)</b>	<b>(155,550)</b>	<b>(161,220)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## HOUSING OPTIONS

### Purpose

The Council has a statutory duty to assist those who are homeless or threatened with homelessness under the 1996 Housing Act / Homelessness Act 2002. Furthermore, the Council 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 sub-regional choice based lettings scheme called Hampshire Home Choice, liaises with the Council's housing association partners and provides nominations when vacancies occur within the affordable housing stock. There are currently 1,895 applicants on the Housing Register including those tenants who need to move to more suitable housing. The Unit makes approximately 450 nominations per year to registered social landlords.

The team also provides housing advice which is aimed at preventing homelessness. During 2015/16, the Council was required to secure accommodation for 47 homeless households. In addition, the team has helped to prevent homelessness in 391 cases during the same year. The figures for the current financial year up until the end of December 2016 are 34 and 284, respectively.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	407,523	383,660	397,570	404,420
Premises Costs	4,717	4,320	5,480	4,340
Transport Costs	8,901	7,670	7,280	7,790
Supplies & Services	27,167	65,450	78,260	64,400
Transfer Payments	125,246	156,000	156,000	156,000
Support Service Costs	274,091	262,380	257,660	246,810
Capital Financing	59,929	59,930	59,930	59,930
<b>Total Expenditure</b>	<b>907,574</b>	<b>939,410</b>	<b>962,180</b>	<b>943,690</b>
<u>Income</u>				
Fees & Charges Income	(130,629)	(134,010)	(156,860)	(148,950)
Recharge Income	(73,400)	(73,400)	(73,400)	(73,400)
<b>Total Income</b>	<b>(204,029)</b>	<b>(207,410)</b>	<b>(230,260)</b>	<b>(222,350)</b>
<b>Net Expenditure</b>	<b>703,545</b>	<b>732,000</b>	<b>731,920</b>	<b>721,340</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 the Borough Council. Revenue funding is provided by the partner Registered Providers (RPs) and this income pays for the manager post and Abritas 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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	54,477	52,340	54,250	53,880
Transport Costs	1,069	700	700	700
Supplies & Services	74,077	41,630	41,220	36,330
Support Service Costs	4,070	3,220	2,340	2,900
<b>Total Expenditure</b>	<b>133,693</b>	<b>97,890</b>	<b>98,510</b>	<b>93,810</b>
<b>Fees &amp; Charges Income</b>	<b>(123,715)</b>	<b>(90,000)</b>	<b>(95,690)</b>	<b>(90,000)</b>
<b>Net Expenditure</b>	<b>9,978</b>	<b>7,890</b>	<b>2,820</b>	<b>3,810</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.

### 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 each year; bringing empty properties back into use wherever possible and working in partnership with other Local Authorities and Housing Associations to develop new affordable rural housing. In 2015/16 our Registered provider partners developed 301 new affordable homes. By December 2016, a further 131 affordable homes had been delivered.

The Council is a member of the Hampshire Alliance for Rural Affordable Housing (HARAH) which aims to increase the supply of new rural affordable homes. The partnership also researches new policies and initiatives aimed at addressing local rural housing needs.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	145,350	147,750	129,550	147,250
Transport Costs	261	1,200	1,200	1,200
Supplies & Services	10,508	10,140	10,100	10,330
Support Service Costs	61,338	58,040	37,370	42,310
Capital Financing	67,500	70,000	207,500	1,110,000
<b>Total Expenditure</b>	<b>284,957</b>	<b>287,130</b>	<b>385,720</b>	<b>1,311,090</b>
<u>Income</u>				
Fees & Charges Income	(15)	(50)	(20)	(20)
Recharge Income	(130,850)	(130,850)	(130,850)	(130,850)
<b>Total Income</b>	<b>(130,865)</b>	<b>(130,900)</b>	<b>(130,870)</b>	<b>(130,870)</b>
<b>Net Expenditure</b>	<b>154,092</b>	<b>156,230</b>	<b>254,850</b>	<b>1,180,220</b>

## BUSINESS SUPPORT

### Purpose

The Business Support team comprises three officers plus an apprentice who provide a generic service for the Service as a whole, whilst reporting individually to the three business unit managers.

### 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 support, some of which includes; housing grant administration, food premises registration, low risk food inspections, hygiene certificates, street trading consent administration, 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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	119,779	117,990	81,030	81,050
Transport Costs	518	400	400	400
Supplies & Services	47,880	44,810	51,840	42,110
Support Service Costs	177,333	155,630	155,630	143,890
<b>Total Expenditure</b>	<b>345,510</b>	<b>318,830</b>	<b>288,900</b>	<b>267,450</b>
<b>Recharge Income</b>	<b>(345,510)</b>	<b>(318,530)</b>	<b>(288,900)</b>	<b>(267,450)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>0</b>

## PEST CONTROL

### Purpose

The Council has a number of statutory duties in relation to pest control within its area and also provides a range of discretionary pest control services to householders and businesses. Pest Control forms part of the Environmental Protection Team.

### Additional Information

The staff team comprises two full time pest control officers and an external contractor is used during periods of high demand. In this way the cost of providing the service has been minimised whilst still offering the same level of service to the public.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	83,838	76,840	73,500	78,480
Premises Costs	2,266	2,210	2,080	2,290
Transport Costs	7,416	12,370	11,340	12,510
Supplies & Services	12,052	15,030	14,870	15,030
Support Service Costs	53,122	45,590	44,030	40,040
Capital Financing	3,077	3,080	3,080	3,080
<b>Total Expenditure</b>	<b>161,771</b>	<b>155,120</b>	<b>148,900</b>	<b>151,430</b>
<b>Fees &amp; Charges Income</b>	<b>(54,143)</b>	<b>(69,150)</b>	<b>(69,180)</b>	<b>(69,150)</b>
<b>Net Expenditure</b>	<b>107,628</b>	<b>85,970</b>	<b>79,720</b>	<b>82,280</b>

## ENVIRONMENTAL PROTECTION

### Purpose

The Council has a statutory obligation to deal with enforcement, authorisations, licences and information on air, land, noise and radiation pollutants.

### Additional Information

A key area of work for the team is to minimise the effects of all types of pollution.

The team is also responsible for the control of other nuisances including drainage, and the implementation of the Council's Contaminated Land Strategy.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	236,866	219,970	227,830	224,790
Transport Costs	4,064	5,000	3,350	5,000
Supplies & Services	32,574	15,140	14,110	15,050
Support Service Costs	103,176	85,950	85,400	83,660
<b>Total Expenditure</b>	<b>376,680</b>	<b>326,060</b>	<b>330,690</b>	<b>328,500</b>
<u>Income</u>				
Fees & Charges Income	(23,995)	(29,000)	(26,030)	(29,000)
Recharge Income	(41,980)	(41,980)	(41,980)	(41,980)
<b>Total Income</b>	<b>(65,975)</b>	<b>(70,980)</b>	<b>(68,010)</b>	<b>(70,980)</b>
<b>Net Expenditure</b>	<b>310,705</b>	<b>255,080</b>	<b>262,680</b>	<b>257,520</b>



## HOUSING STANDARDS

### Purpose

The Council has a number of powers and duties in relation to unsatisfactory housing in the private sector.

### Additional Information

The remit of the team includes the licence enforcement of caravan sites, administration of disabled facilities and housing renewal grants and loans, and the provision of advice and information on private sector housing and energy efficiency in domestic 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, and provides energy efficiency advice to householders.

Capital Financing costs represent the element of private sector grant payments that are not 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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	154,817	149,650	150,990	185,870
Transport Costs	6,854	8,940	9,140	9,150
Supplies & Services	29,951	32,900	47,780	10,850
Support Service Costs	140,569	132,150	133,020	131,900
Capital Financing	915,427	700,000	700,000	850,000
<b>Total Expenditure</b>	<b>1,247,618</b>	<b>1,023,640</b>	<b>1,040,930</b>	<b>1,187,770</b>
<u>Income</u>				
Fees & Charges Income	(2,245)	(1,570)	(4,110)	(65,020)
Government Grant	(500,849)	(420,000)	(937,670)	(500,000)
<b>Total Income</b>	<b>(503,094)</b>	<b>(421,570)</b>	<b>(941,780)</b>	<b>(565,020)</b>
<b>Net Expenditure</b>	<b>744,524</b>	<b>602,070</b>	<b>99,150</b>	<b>622,750</b>

## ANIMAL WELFARE

### Purpose

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

### Additional Information

The team is responsible for animal welfare throughout the Borough which includes advice, education and enforcement and 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 and responding to complaints and enquiries regarding nuisances caused by dogs.

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

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	38,252	34,720	36,170	35,560
Transport Costs	7,622	8,810	8,220	8,940
Supplies & Services	37,299	36,410	36,340	36,960
Support Service Costs	46,602	43,640	42,720	41,360
Capital Financing	2,026	1,980	1,970	1,970
<b>Total Expenditure</b>	<b>131,801</b>	<b>125,560</b>	<b>125,420</b>	<b>124,790</b>
<u>Income</u>				
Fees & Charges Income	(12,319)	(9,000)	(10,740)	(9,000)
Recharge Income	(6,780)	(6,780)	(6,780)	(6,780)
<b>Total Income</b>	<b>(19,099)</b>	<b>(15,780)</b>	<b>(17,520)</b>	<b>(15,780)</b>
<b>Net Expenditure</b>	<b>112,702</b>	<b>109,780</b>	<b>107,900</b>	<b>109,010</b>

## HEALTH PROTECTION

### Purpose

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 / skin piercing registration.

### Additional Information

Enforcement, education and risk based interventions are used to improve standards within the premises (in excess of 2,000) 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.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	300,289	310,170	307,730	317,140
Transport Costs	4,561	5,500	5,340	5,500
Supplies & Services	10,846	6,480	6,550	6,130
Support Service Costs	94,702	83,070	86,530	88,990
<b>Total Expenditure</b>	<b>410,398</b>	<b>405,220</b>	<b>406,150</b>	<b>417,760</b>
<u>Income</u>				
Fees & Charges Income	(32,232)	(30,000)	(22,000)	(30,000)
Recharge Income	(66,820)	(66,820)	(66,820)	(66,820)
<b>Total Income</b>	<b>(99,052)</b>	<b>(96,820)</b>	<b>(88,820)</b>	<b>(96,820)</b>
<b>Net Expenditure</b>	<b>311,346</b>	<b>308,400</b>	<b>317,330</b>	<b>320,940</b>

**I.T. SERVICE  
ESTIMATES  
2017/18**

## 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.

The IT Service is integral to supporting all Services across the organisation. As well as maintaining the existing systems, the IT service is instrumental in the selection, procurement and implementation of processes for all new information based systems.

The IT Service has successfully delivered a project to rationalise and consolidate IT resources and assets with Winchester City Council as part of the shared IT service enabling significant savings to both organisations. Assets, systems and applications (including 3rd party) are being considered to be further rationalised and consolidated where feasible and appropriate to realise further benefits and savings relating to economies of scale.

IT strategy sets out plans to maximise business capacity, performance and availability to drive further savings and efficiencies using smart technology and effective mobile and wireless network coverage to promote better ways of working to support and maximise business productivity.

The IT Service constantly considers new technologies and how they can be introduced to benefit or enhance the business whilst ensuring the systems and data remains secure and supportable.

### Summary Estimates - by Activity

<b>Principal Activities</b>	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
Management Team	(640,356)	(640,370)	(715,380)	(707,890)
Service Desk	9,533	(5,780)	63,950	11,700
Infrastructure	370,483	404,170	473,900	489,730
Corporate Services	261,334	232,820	232,220	208,320
<b>Net Total Expenditure / (Income)</b>	<b>994</b>	<b>(9,160)</b>	<b>54,690</b>	<b>1,860</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	822,798	645,230	649,610	681,710
Premises Costs	181	120	120	120
Transport Costs	9,802	9,820	9,140	10,050
Supplies & Services	443,880	499,220	538,690	477,990
Support Service Costs	165,868	144,480	141,020	183,140
Capital Charges	120,519	105,670	103,310	106,670
<b>Total Expenditure</b>	<b>1,563,048</b>	<b>1,404,540</b>	<b>1,441,890</b>	<b>1,459,680</b>
<u>Income</u>				
Fees & Charges Income	(90,951)	(98,670)	(71,950)	(104,950)
Recharge Income	(1,471,103)	(1,315,030)	(1,315,250)	(1,352,870)
<b>Total Income</b>	<b>(1,562,054)</b>	<b>(1,413,700)</b>	<b>(1,387,200)</b>	<b>(1,457,820)</b>
<b>Net Expenditure / (Income)</b>	<b>994</b>	<b>(9,160)</b>	<b>54,690</b>	<b>1,860</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 the IT revenue and capital budgets and identifying/reporting further sustainable opportunities with other public sector organisations.

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 attained through sharing IT services resources and initiatives with Winchester City Council and development, maintenance and management of the Continual Service Improvement Programme (CSIP).

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	335,155	196,700	148,890	150,870
Transport Costs	6,677	6,680	6,960	6,970
Supplies & Services	22,557	29,440	25,010	25,160
Support Service Costs	120,491	104,730	104,730	119,320
Capital Charges	102,844	91,910	70,240	73,600
<b>Total Expenditure</b>	<b>587,724</b>	<b>429,460</b>	<b>355,830</b>	<b>375,920</b>
<u>Income</u>				
Fees & Charges Income	(42,640)	(40,270)	(41,650)	(42,280)
Recharge Income	(1,185,440)	(1,029,560)	(1,029,560)	(1,041,530)
<b>Total Income</b>	<b>(1,228,080)</b>	<b>(1,069,830)</b>	<b>(1,071,210)</b>	<b>(1,083,810)</b>
<b>Net Income</b>	<b>(640,356)</b>	<b>(640,370)</b>	<b>(715,380)</b>	<b>(707,890)</b>

## SERVICE DESK

### Purpose

The IT Service Desk provides a quality, ITIL-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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	144,048	141,170	162,720	174,080
Transport Costs	1,961	1,380	1,000	1,500
Supplies & Services	845	1,400	22,010	1,640
Support Service Costs	12,595	11,410	11,410	22,590
<b>Total Expenditure</b>	<b>159,449</b>	<b>155,360</b>	<b>197,140</b>	<b>199,810</b>
<u>Income</u>				
Fees & Charges Income	(45,776)	(57,000)	(29,050)	(61,270)
Recharge Income	(104,140)	(104,140)	(104,140)	(126,840)
<b>Total Income</b>	<b>(149,916)</b>	<b>(161,140)</b>	<b>(133,190)</b>	<b>(188,110)</b>
<b>Net Expenditure / (Income)</b>	<b>9,533</b>	<b>(5,780)</b>	<b>63,950</b>	<b>11,700</b>



## INFRASTRUCTURE

### Purpose

The IT Service 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 both Councils, 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.

	<b>Actual</b> <b>2015/16</b> £	<b>Original</b> <b>Estimate</b> <b>2016/17</b> £	<b>Forecast</b> <b>2016/17</b> £	<b>Original</b> <b>Estimate</b> <b>2017/18</b> £
<u>Expenditure</u>				
Employee Costs	163,617	187,670	214,730	230,850
Premises Costs	74	0	0	0
Transport Costs	999	1,380	1,000	1,380
Supplies & Services	176,366	190,760	214,500	202,740
Support Service Costs	11,752	10,600	10,600	21,690
Capital Charges	17,675	13,760	33,070	33,070
<b>Total Expenditure</b>	<b>370,483</b>	<b>404,170</b>	<b>473,900</b>	<b>489,730</b>

## CORPORATE SERVICES

### Purpose

The Business Development Team provides support and maintenance to all core lines 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.

The Business Support Team supports the IT Management Team, including financial and account administration functions throughout the shared service. This includes liaising with departments on their requirements and providing business analysis.

### Additional Information

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

All corporate software and systems are administered and managed by the team, such as the Microsoft Office tools, Geographical Information System, document management systems, and the central telephone system.

The Business Support Team is responsible for contract administration, ensuring that agreements with partners and suppliers meet agreed service levels and ensure contractual obligations are met.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	179,978	119,690	123,270	125,910
Premises Costs	107	120	120	120
Transport Costs	165	380	180	200
Supplies & Services	244,112	277,620	277,170	248,450
Support Service Costs	21,030	17,740	14,280	19,540
<b>Total Expenditure</b>	<b>445,392</b>	<b>415,550</b>	<b>415,020</b>	<b>394,220</b>
<u>Income</u>				
Fees & Charges Income	(2,535)	(1,400)	(1,250)	(1,400)
Recharge Income	(181,523)	(181,330)	(181,550)	(184,500)
<b>Total Income</b>	<b>(184,058)</b>	<b>(182,730)</b>	<b>(182,800)</b>	<b>(185,900)</b>
<b>Net Expenditure</b>	<b>261,334</b>	<b>232,820</b>	<b>232,220</b>	<b>208,320</b>

**LEGAL & DEMOCRATIC SERVICE  
ESTIMATES  
2017/18**

## 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.

The Service is also responsible for dealing with requests for information under the Freedom of Information Act 2000 and Data Protection. Legal and Democratic Service oversees the management of the relevant procedures and advice upon matters of law.

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.

Principal Activities	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Legal</b>				
Legal Function	41,165	19,680	51,590	6,980
Land Charges	(110,442)	(134,040)	(83,360)	(100,110)
<b>Total - Legal</b>	<b>(69,277)</b>	<b>(114,360)</b>	<b>(31,770)</b>	<b>(93,130)</b>
<b>Democratic</b>				
Council Elections	425,374	285,040	266,460	254,540
Registration of Electors	165,098	169,340	150,080	157,330
<b>Total - Democratic</b>	<b>590,472</b>	<b>454,380</b>	<b>416,540</b>	<b>411,870</b>
<b>Licensing</b>				
Betting, Gaming & Lotteries	30,394	25,440	24,540	26,180
Alcohol & Entertainment Licensing	(37,233)	(33,490)	(41,790)	(43,690)
Scrap Metal Dealer Licences	2,608	(2,380)	(1,370)	2,020
Hackney Carriages & Private Hire Vehicles	14,193	2,330	2,790	590
<b>Total - Licensing</b>	<b>9,962</b>	<b>(8,100)</b>	<b>(15,830)</b>	<b>(14,900)</b>
<b>Net Total Expenditure</b>	<b>531,157</b>	<b>331,920</b>	<b>368,940</b>	<b>303,840</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	961,700	930,950	922,200	924,670
Premises Costs	27,596	24,580	65,280	37,680
Transport Costs	23,179	17,320	25,280	13,770
Supplies & Services	738,091	407,370	633,510	401,680
Support Service Costs	466,439	436,130	436,130	455,770
<b>Total Expenditure</b>	<b>2,217,005</b>	<b>1,816,350</b>	<b>2,082,400</b>	<b>1,833,570</b>
<u>Income</u>				
Fees & Charges Income	(850,228)	(670,000)	(899,030)	(672,820)
Recharge Income	(835,620)	(814,430)	(814,430)	(856,910)
<b>Total Income</b>	<b>(1,685,848)</b>	<b>(1,484,430)</b>	<b>(1,713,460)</b>	<b>(1,529,730)</b>
<b>Net Expenditure</b>	<b>531,157</b>	<b>331,920</b>	<b>368,940</b>	<b>303,840</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, including advocacy in the County Court, Magistrates Court and public inquiries
- 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.

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 ethical standards are maintained throughout the Council 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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	647,722	644,500	647,870	649,120
Transport Costs	8,071	7,770	6,740	5,020
Supplies & Services	51,921	51,160	80,730	48,370
Support Service Costs	166,121	139,470	139,470	153,660
<b>Total Expenditure</b>	<b>873,835</b>	<b>842,900</b>	<b>874,810</b>	<b>856,170</b>
<u>Income</u>				
Fees & Charges Income	(34,470)	(30,000)	(30,000)	(30,000)
Recharge Income	(798,200)	(793,220)	(793,220)	(819,190)
<b>Total Income</b>	<b>(832,670)</b>	<b>(823,220)</b>	<b>(823,220)</b>	<b>(849,190)</b>
<b>Net Expenditure</b>	<b>41,165</b>	<b>19,680</b>	<b>51,590</b>	<b>6,980</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 and cleansing data from other teams in the Council including Building Control, Environmental Health, Development Control, and also from Hampshire County Council.

The level of search fee is set locally and reviewed annually. Search requests are completed on average in 5-6 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. This list is maintained by the Land Charges Supervisor. Appeals against registration are heard by Corporate Directors with the support of Legal and Democratic officers.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	48,281	46,540	53,000	61,890
Transport Costs	0	200	150	400
Supplies & Services	151,700	58,540	83,810	61,800
Support Service Costs	36,793	35,680	35,680	35,800
<b>Total Expenditure</b>	<b>236,774</b>	<b>140,960</b>	<b>172,640</b>	<b>159,890</b>
<b>Fees &amp; Charges Income</b>	<b>(347,216)</b>	<b>(275,000)</b>	<b>(256,000)</b>	<b>(260,000)</b>
<b>Net Income</b>	<b>(110,442)</b>	<b>(134,040)</b>	<b>(83,360)</b>	<b>(100,110)</b>

## COUNCIL ELECTIONS

### Purpose

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

### Additional Information

Responsibilities include organising the printing of the ballot papers, distribution of postal votes, locating and staffing of polling stations, counting the ballot, declaring the result and preparing official returns.

A total of 90 polling stations are used together with approximately 230 polling and 170 count staff at a normal local government election. Hampshire County Council elections will take place on Thursday 4th May 2017.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	157,538	145,590	136,850	113,210
Premises Costs	27,596	24,580	65,280	37,680
Transport Costs	8,850	5,850	14,890	4,850
Supplies & Services	403,471	175,180	358,430	188,760
Support Service Costs	111,533	115,080	115,080	118,020
<b>Total Expenditure</b>	<b>708,988</b>	<b>466,280</b>	<b>690,530</b>	<b>462,520</b>
<u>Income</u>				
Fees & Charges Income	(281,424)	(180,000)	(422,830)	(205,750)
Recharge Income	(2,190)	(1,240)	(1,240)	(2,230)
<b>Total Income</b>	<b>(283,614)</b>	<b>(181,240)</b>	<b>(424,070)</b>	<b>(207,980)</b>
<b>Net Expenditure</b>	<b>425,374</b>	<b>285,040</b>	<b>266,460</b>	<b>254,540</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 forms and reminders sent to the occupiers of all dwellings between July and October. The Register is updated from the information contained within the forms.

### Additional Information

Under the provisions of the Representation of the People Act 2000, 'rolling' registration entitles and enables electors to be added and deleted from the Register throughout the year (except during the months of September to November.)

In June 2014, the new registration system of Individual Electoral Registration (IER) was introduced. This was a significant change to the way electors register, as they have a 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 now able to register to vote online under the new system and can provide their details via email or over the telephone, as well as completing a hard copy registration form.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	12,008	4,280	200	4,340
Transport Costs	5,782	3,000	3,000	3,000
Supplies & Services	102,188	105,070	94,090	85,690
Support Service Costs	81,263	78,490	78,490	80,800
<b>Total Expenditure</b>	<b>201,241</b>	<b>190,840</b>	<b>175,780</b>	<b>173,830</b>
<b>Fees &amp; Charges Income</b>	<b>(36,143)</b>	<b>(21,500)</b>	<b>(25,700)</b>	<b>(16,500)</b>
<b>Net Expenditure</b>	<b>165,098</b>	<b>169,340</b>	<b>150,080</b>	<b>157,330</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 twelve gambling premises and there are approximately 140 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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employees Costs	5,508	5,090	5,190	6,530
Supplies & Services	160	100	100	100
Support Service Costs	35,816	34,250	34,250	34,550
<b>Total Expenditure</b>	<b>41,484</b>	<b>39,440</b>	<b>39,540</b>	<b>41,180</b>
<b>Fees &amp; Charges Income</b>	<b>(11,090)</b>	<b>(14,000)</b>	<b>(15,000)</b>	<b>(15,000)</b>
<b>Net Expenditure</b>	<b>30,394</b>	<b>25,440</b>	<b>24,540</b>	<b>26,180</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.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	58,741	55,510	47,310	58,170
Transport Costs	476	500	500	500
Supplies & Services	3,333	4,420	3,820	4,210
Support Service Costs	18,959	17,920	17,920	17,870
<b>Total Expenditure</b>	<b>81,509</b>	<b>78,350</b>	<b>69,550</b>	<b>80,750</b>
<u>Income</u>				
Fees & Charges Income	(89,922)	(95,500)	(95,000)	(95,000)
Recharge Income	(28,820)	(16,340)	(16,340)	(29,440)
<b>Total Income</b>	<b>(118,742)</b>	<b>(111,840)</b>	<b>(111,340)</b>	<b>(124,440)</b>
<b>Net Income</b>	<b>(37,233)</b>	<b>(33,490)</b>	<b>(41,790)</b>	<b>(43,690)</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 new 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 new 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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	2,713	2,500	2,610	2,570
Supplies & Services	87	120	20	20
<b>Total Expenditure</b>	<b>2,800</b>	<b>2,620</b>	<b>2,630</b>	<b>2,590</b>
<b>Fees &amp; Charges Income</b>	<b>(192)</b>	<b>(5,000)</b>	<b>(4,000)</b>	<b>(570)</b>
<b>Net Expenditure / (Income)</b>	<b>2,608</b>	<b>(2,380)</b>	<b>(1,370)</b>	<b>2,020</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	29,189	26,940	29,170	28,840
Supplies & Services	25,231	12,780	12,510	12,730
Support Service Costs	15,954	15,240	15,240	15,070
<b>Total Expenditure</b>	<b>70,374</b>	<b>54,960</b>	<b>56,920</b>	<b>56,640</b>
<u>Income</u>				
Fees & Charges Income	(49,771)	(49,000)	(50,500)	(50,000)
Recharge Income	(6,410)	(3,630)	(3,630)	(6,050)
<b>Total Income</b>	<b>(56,181)</b>	<b>(52,630)</b>	<b>(54,130)</b>	<b>(56,050)</b>
<b>Net Expenditure</b>	<b>14,193</b>	<b>2,330</b>	<b>2,790</b>	<b>590</b>

**PLANNING & BUILDING SERVICE  
ESTIMATES  
2017/18**

## 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 2015/16</b>	<b>Original Estimate 2016/17</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
Development Control & Enforcement	1,630,737	1,050,180	1,591,660	1,500,400
Building Control	78,011	73,050	60,870	73,000
<b>Net Total Expenditure</b>	<b>1,708,748</b>	<b>1,123,230</b>	<b>1,652,530</b>	<b>1,573,400</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	1,842,573	1,781,650	2,119,840	2,143,690
Premises Costs	802	610	1,890	640
Transport Costs	44,599	41,610	42,390	48,050
Supplies & Services	624,678	213,200	408,140	251,800
Support Service Costs	930,590	881,800	881,800	926,100
Capital Charges	9,080	9,080	9,080	9,080
<b>Total Expenditure</b>	<b>3,452,322</b>	<b>2,927,950</b>	<b>3,463,140</b>	<b>3,379,360</b>
<u>Income</u>				
Fees & Charges Income	(1,663,354)	(1,724,500)	(1,730,390)	(1,725,740)
Recharge Income	(80,220)	(80,220)	(80,220)	(80,220)
<b>Total Income</b>	<b>(1,743,574)</b>	<b>(1,804,720)</b>	<b>(1,810,610)</b>	<b>(1,805,960)</b>
<b>Net Total Expenditure</b>	<b>1,708,748</b>	<b>1,123,230</b>	<b>1,652,530</b>	<b>1,573,400</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	1,510,540	1,462,040	1,808,800	1,816,340
Premises Costs	802	610	1,890	640
Transport Costs	19,868	18,800	23,710	25,600
Other Supplies & Services	599,881	176,350	372,230	220,030
Support Service Costs	862,067	817,100	817,100	863,710
<b>Total Expenditure</b>	<b>2,993,158</b>	<b>2,474,900</b>	<b>3,023,730</b>	<b>2,926,320</b>
<u>Income</u>				
Fees & Charges Income	(1,282,201)	(1,344,500)	(1,351,850)	(1,345,700)
Recharge Income	(80,220)	(80,220)	(80,220)	(80,220)
<b>Total Income</b>	<b>(1,362,421)</b>	<b>(1,424,720)</b>	<b>(1,432,070)</b>	<b>(1,425,920)</b>
<b>Net Expenditure</b>	<b>1,630,737</b>	<b>1,050,180</b>	<b>1,591,660</b>	<b>1,500,400</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 building 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</b> <b>2015/16</b> £	<b>Original</b> <b>Estimate</b> <b>2016/17</b> £	<b>Forecast</b> <b>2016/17</b> £	<b>Original</b> <b>Estimate</b> <b>2017/18</b> £
<u>Expenditure</u>				
Employee Costs	332,033	319,610	311,040	327,350
Transport Costs	24,731	22,810	18,680	22,450
Supplies & Services	24,797	36,850	35,910	31,770
Support Service Costs	68,523	64,700	64,700	62,390
Capital Charges	9,080	9,080	9,080	9,080
<b>Total Expenditure</b>	<b>459,164</b>	<b>453,050</b>	<b>439,410</b>	<b>453,040</b>
<u>Income</u>				
Fees & Charges Income	(381,153)	(380,000)	(378,540)	(380,040)
<b>Total Income</b>	<b>(381,153)</b>	<b>(380,000)</b>	<b>(378,540)</b>	<b>(380,040)</b>
<b>Net Expenditure</b>	<b>78,011</b>	<b>73,050</b>	<b>60,870</b>	<b>73,000</b>

**PLANNING POLICY & TRANSPORT  
SERVICE ESTIMATES  
2017/18**

## PLANNING POLICY & TRANSPORT SERVICE

### Aims:

The Service contributes directly to improving housing and community facilities, economic prosperity, sustainable integrated transport and social well-being through the development of policies and promotion of projects.

### Summary:

The Service has two main areas of work.

The Planning Policy Team is primarily engaged on the statutory requirements of preparing the Council's planning policies. It also provides advice and guidance on strategic planning, Community Infrastructure Levy, neighbourhood planning, implementation of key sites and climate change.

The Engineering and Transport Team is responsible for the management and enforcement of the Council's off-street car parks, the management of on-street parking restrictions, providing advice on planning applications and delivery of transport schemes. It also undertakes street naming and numbering and their maintenance along with maintenance of Council owned bus shelters.

### Summary Estimates - by Activity

Principal Activities	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Planning Policy</b>				
Planning Policy	928,342	841,380	412,920	499,780
Local Development Framework	212,966	126,690	131,830	78,890
Sustainability	2,060	0	0	12,000
<b>Total - Planning Policy</b>	<b>1,143,368</b>	<b>968,070</b>	<b>544,750</b>	<b>590,670</b>
<b>Transportation</b>				
Engineers	312,777	58,630	158,030	224,600
Highways	72,060	62,560	106,390	117,790
Parking	(1,202,967)	(1,317,970)	(1,298,540)	(1,279,880)
Community Transport	60,566	52,000	61,000	61,000
<b>Total - Transportation</b>	<b>(757,564)</b>	<b>(1,144,780)</b>	<b>(973,120)</b>	<b>(876,490)</b>
<b>Net Total Expenditure / (Income)</b>	<b>385,804</b>	<b>(176,710)</b>	<b>(428,370)</b>	<b>(285,820)</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	1,552,318	1,484,850	1,122,820	1,225,920
Premises Costs	731,911	731,730	786,190	782,790
Transport Costs	36,581	28,070	18,620	17,930
Supplies & Services	686,644	563,690	538,885	523,580
Transfer Payments	60,566	52,000	61,000	61,000
Support Service Costs	637,386	604,570	604,570	604,210
Capital Financing	288,905	68,870	123,770	212,130
<b>Total Expenditure</b>	<b>3,994,311</b>	<b>3,533,780</b>	<b>3,255,855</b>	<b>3,427,560</b>
<u>Income</u>				
Fees & Charges Income	(3,079,527)	(3,181,510)	(3,155,245)	(3,184,400)
Recharge Income	(528,980)	(528,980)	(528,980)	(528,980)
<b>Total Income</b>	<b>(3,608,507)</b>	<b>(3,710,490)</b>	<b>(3,684,225)</b>	<b>(3,713,380)</b>
<b>Net Total Expenditure / (Income)</b>	<b>385,804</b>	<b>(176,710)</b>	<b>(428,370)</b>	<b>(285,820)</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 (Development Plan Document), 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 well as the Community Plan. The team also prepares guidance for large development sites and leads on transport strategies and policy initiatives. The team leads on the implementation of the Council's Sustainability Strategy.

### Additional Information

The key challenge for the coming year will be implementing the Revised Local Plan DPD. This 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.

Within the Borough four new neighbourhoods, at Augusta Park, Picket Piece, Picket Twenty and Abbotswood are under construction. The Planning Policy Team lead the officer working group which is co-ordinating work of the Council in implementing the section 106 agreements. In 2017/18 progress will be made on delivering the allocations contained in the Revised Local Plan.

The Community Infrastructure Levy (CIL) has been adopted. The team provide assistance to parish councils wishing to progress with community planning including neighbourhood planning.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	775,750	734,270	349,960	418,170
Premises Costs	223	450	450	350
Transport Costs	14,948	9,090	2,890	1,670
Grants	48,466	48,840	48,520	48,840
Other Supplies & Services	98,177	79,840	62,930	49,650
Support Service Costs	261,588	239,560	239,560	251,010
<b>Total Expenditure</b>	<b>1,199,152</b>	<b>1,112,050</b>	<b>704,310</b>	<b>769,690</b>
<b><u>Income</u></b>				
Fees & Charges Income	(900)	(760)	(21,480)	0
Recharge Income	(269,910)	(269,910)	(269,910)	(269,910)
<b>Total Income</b>	<b>(270,810)</b>	<b>(270,670)</b>	<b>(291,390)</b>	<b>(269,910)</b>
<b>Net Expenditure</b>	<b>928,342</b>	<b>841,380</b>	<b>412,920</b>	<b>499,780</b>

## LOCAL DEVELOPMENT FRAMEWORK

### Purpose

The primary purpose of the Planning Policy 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, 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 well as the Community Plan. The team also prepares guidance for large development sites and leads on transport strategies and policy initiatives.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	21,378	27,570	36,590	16,340
Transport Costs	81	230	0	230
Supplies & Services	182,147	91,140	86,990	62,320
Support Service Costs	9,380	8,250	8,250	0
<b>Total Expenditure</b>	<b>212,986</b>	<b>127,190</b>	<b>131,830</b>	<b>78,890</b>
<b>Fees &amp; Charges Income</b>	<b>(20)</b>	<b>(500)</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>	<b>212,966</b>	<b>126,690</b>	<b>131,830</b>	<b>78,890</b>

## PLANNING POLICY SUSTAINABILITY

### **Purpose**

The Council has prepared and approved a number of policy documents as part of its commitment to addressing issues arising from a changing climate including a Sustainability Strategy. The Policy Team leads on the topic and in addition to policy formulation, works with other Services and community groups in delivering the actions.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Supplies & Services	2,060	0	0	12,000
<b>Total Expenditure</b>	<b>2,060</b>	<b>0</b>	<b>0</b>	<b>12,000</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.

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 delivers schemes. The Team are also responsible for the maintenance of street nameplates and Council owned bus shelters.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	406,522	398,140	421,550	418,160
Premises Costs	2,672	740	690	760
Transport Costs	16,538	15,600	12,860	12,870
Supplies & Services	16,782	16,770	23,620	24,490
Support Service Costs	53,151	49,560	49,560	54,480
Capital Financing	261,645	33,730	88,290	176,650
<b>Total Expenditure</b>	<b>757,310</b>	<b>514,540</b>	<b>596,570</b>	<b>687,410</b>
<u>Income</u>				
Fees & Charges Income	(187,573)	(198,950)	(181,580)	(205,850)
Recharge Income	(256,960)	(256,960)	(256,960)	(256,960)
<b>Total Income</b>	<b>(444,533)</b>	<b>(455,910)</b>	<b>(438,540)</b>	<b>(462,810)</b>
<b>Net Expenditure</b>	<b>312,777</b>	<b>58,630</b>	<b>158,030</b>	<b>224,600</b>

## HIGHWAYS

### Purpose

The Council carries out highway functions on behalf of Hampshire County Council under a number of Agency Agreements. It provides advice on development proposals to the Head of Planning and Building and undertakes the introduction of temporary and permanent Traffic Regulation Orders.

### Additional Information

The workload of the Team is significantly influenced by the number of planning applications requiring highways advice.

The Agency Arrangement comprises traffic management, highway development control advice throughout the Borough, and on-street parking enforcement for which costs are allocated under the Parking budget.

The Council also has a statutory duty to ensure that a system of naming and numbering new streets is applied and that nameplates are maintained.

	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Highways: Non-Agency</b>				
<u>Expenditure</u>				
Premises Costs	52,938	44,400	88,260	44,400
Support Service Costs	22,665	22,650	22,650	22,650
<b>Total Expenditure</b>	<b>75,603</b>	<b>67,050</b>	<b>110,910</b>	<b>67,050</b>
<b>Fees &amp; Charges Income</b>	<b>(16,737)</b>	<b>(17,000)</b>	<b>(17,000)</b>	<b>(17,000)</b>
<b>Net Expenditure</b>	<b>58,866</b>	<b>50,050</b>	<b>93,910</b>	<b>50,050</b>

## HIGHWAYS (Cont.)

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<b>Highways: Agency</b>				
<u>Expenditure</u>				
Premises Costs	129,956	129,900	129,900	129,900
Supplies & Services	32,239	21,000	21,020	21,000
Support Service Costs	181,244	180,510	180,510	181,700
<b>Total Expenditure</b>	<b>343,439</b>	<b>331,410</b>	<b>331,430</b>	<b>332,600</b>
<b>Fees &amp; Charges Income</b>	<b>(330,245)</b>	<b>(318,900)</b>	<b>(318,950)</b>	<b>(264,860)</b>
<b>Net Expenditure</b>	<b>13,194</b>	<b>12,510</b>	<b>12,480</b>	<b>67,740</b>
<b>Net Expenditure for Highways</b>	<b>72,060</b>	<b>62,560</b>	<b>106,390</b>	<b>117,790</b>

## PARKING

### Purpose

The Parking team manages the provision of the Council's car parks and the enforcement of on-street parking restrictions throughout the Borough.

### Additional Information

The primary costs included in the budget are for management, patrolling and maintenance of both the Council's off street pay and display car parks and on street parking restrictions. Currently the Council manages 3,183 off street pay & display spaces.

The allocation of spaces between ultra-short, short, medium and long stay are monitored and adjusted to reflect any changes in demand.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	348,668	324,870	314,720	373,250
Premises Costs	546,122	556,240	566,890	607,380
Transport Costs	5,014	3,150	2,870	3,160
Supplies & Services	306,773	306,100	295,805	305,280
Support Service Costs	109,358	104,040	104,040	94,370
Capital Financing	27,260	35,140	35,480	35,480
<b>Total Expenditure</b>	<b>1,343,195</b>	<b>1,329,540</b>	<b>1,319,805</b>	<b>1,418,920</b>
<u>Income</u>				
Fees & Charges Income	(2,544,052)	(2,645,400)	(2,616,235)	(2,696,690)
Recharge Income	(2,110)	(2,110)	(2,110)	(2,110)
<b>Total Income</b>	<b>(2,546,162)</b>	<b>(2,647,510)</b>	<b>(2,618,345)</b>	<b>(2,698,800)</b>
<b>Net Income</b>	<b>(1,202,967)</b>	<b>(1,317,970)</b>	<b>(1,298,540)</b>	<b>(1,279,880)</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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Transfer Payments	60,566	52,000	61,000	61,000
<b>Total Expenditure</b>	<b>60,566</b>	<b>52,000</b>	<b>61,000</b>	<b>61,000</b>

**REVENUES SERVICE  
ESTIMATES  
2017/18**

## **REVENUES SERVICE**

Our aim is to provide a service that meets the needs of the customers and provides value for money. We will do this by:

- providing a contact centre that focuses on resolving customer enquiries at first contact;
- delivers on promises and creates lasting customer relationships;
- 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;
- preventing and reducing fraud;
- issuing accurate bills and maximising collection rates.

The Revenues Service is responsible for three main areas. These are Customer Services, Housing Benefit & Council Tax Support and Council Tax & Business Rates. It 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 Customer Services Unit is the public face of the Council and provides a vital link between customers and Council services.

The Housing Benefit & Council Tax Support Unit is responsible for the assessment and payment of benefit to customers on a low income. An important area of work for this Unit 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.

The Local Taxation team is responsible for ensuring that accurate bills are sent to all liable parties after making allowances for any discounts or reliefs that may be applicable. The team 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.

The key challenges faced by the Service are; maintaining performance against key indicators; managing resources to respond to an increased demand for online services and a continually rising number of new properties; maintaining collection rates; liaising with external partners ensuring assistance is provided to vulnerable people; implementing various changes to legislation and Welfare Reforms, including Universal Credit and Business Rate Relief, often working to challenging deadlines.

## REVENUES SERVICE

### SUMMARY ESTIMATES

The estimates below are shown net of income (benefit subsidy, fee income and internal recharges). Net Total Expenditure has increased by £175,340 between the forecast 2016/17 and original 2017/18 estimates.

<b>Principal Activities</b>	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
Local Taxation Services	688,856	656,137	804,440	676,860
Council Tax Support Administration	188,061	410,478	368,445	411,435
Benefit Fraud	25,487	0	0	0
Council Tax Benefit	(32,278)	0	0	0
Housing Benefit - Homelessness	6,858	10,000	10,000	10,000
Housing Benefit - Rent Allowances	(303,739)	(360,000)	(360,000)	(210,000)
Housing Benefit - Rent Allowances Administration	339,889	236,437	231,815	276,895
Customer Services Unit	1,627	4,140	(65,540)	(690)
<b>Net Total Expenditure</b>	<b>914,761</b>	<b>957,192</b>	<b>989,160</b>	<b>1,164,500</b>



## SUBJECTIVE SUMMARY

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	2,064,006	2,028,171	1,981,510	1,883,430
Transport Costs	10,279	9,100	9,580	9,110
Supplies & Services	666,335	651,190	746,900	631,170
Transfer Payments	29,656,191	30,920,000	30,920,000	30,920,000
Support Service Costs	721,616	653,381	653,380	640,380
<b>Total Expenditure</b>	<b>33,118,427</b>	<b>34,261,842</b>	<b>34,311,370</b>	<b>34,084,090</b>
<u>Income</u>				
Fees & Charges	(246,119)	(212,000)	(179,000)	(179,000)
Subsidy Income	(30,741,755)	(31,956,000)	(32,006,560)	(31,816,500)
Other Government Grants	(213,561)	(186,000)	(186,000)	(186,000)
Recharge Income	(1,002,231)	(950,650)	(950,650)	(738,090)
<b>Total Income</b>	<b>(32,203,666)</b>	<b>(33,304,650)</b>	<b>(33,322,210)</b>	<b>(32,919,590)</b>
<b>Net Total Expenditure</b>	<b>914,761</b>	<b>957,192</b>	<b>989,160</b>	<b>1,164,500</b>

## LOCAL TAXATION SERVICES

### 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 Authority, 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 enforcement costs regarding 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 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	572,554	591,260	601,470	596,490
Transport Costs	3,064	2,823	3,620	3,010
Supplies & Services	175,586	155,457	260,740	164,490
Support Service Costs	340,178	303,597	303,610	277,870
<b>Total Expenditure</b>	<b>1,091,382</b>	<b>1,053,137</b>	<b>1,169,440</b>	<b>1,041,860</b>
<u>Income</u>				
Government Grant	(189,487)	(186,000)	(186,000)	(186,000)
Fees & Charges Income	(213,039)	(211,000)	(179,000)	(179,000)
<b>Total Income</b>	<b>(402,526)</b>	<b>(397,000)</b>	<b>(365,000)</b>	<b>(365,000)</b>
<b>Net Expenditure</b>	<b>688,856</b>	<b>656,137</b>	<b>804,440</b>	<b>676,860</b>

## COUNCIL TAX SUPPORT ADMINISTRATION

### Purpose

The Council has a statutory duty to provide Council Tax Support to qualifying residents and has some discretion in the amount of support it offers to working age claimants.

### Additional Information

A grant is paid by Central Government for the administration of the Council Tax Support scheme. The full cost of Council Tax Support falls on the Collection Fund and is shared with major precepting authorities.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	348,366	339,608	326,360	357,220
Transport Costs	2,515	2,096	2,070	2,150
Supplies & Services	28,846	38,070	34,890	37,300
Support Service Costs	106,486	102,704	102,705	109,265
<b>Total Expenditure</b>	<b>486,214</b>	<b>482,478</b>	<b>466,025</b>	<b>505,935</b>
<u>Income</u>				
Subsidy Income	(274,079)	(72,000)	(97,580)	(94,500)
Other Government Grant	(24,074)	0	0	0
<b>Total Income</b>	<b>(298,153)</b>	<b>(72,000)</b>	<b>(97,580)</b>	<b>(94,500)</b>
<b>Net Expenditure</b>	<b>188,061</b>	<b>410,478</b>	<b>368,445</b>	<b>411,435</b>

## BENEFIT FRAUD

### Purpose

The Council seeks to ensure benefits are paid only to those people entitled to receive them and takes appropriate measures to deter and detect those making fraudulent benefit claims.

### Additional Information

The Council operated a joint fraud team with Winchester City Council until 1 July 2015; the fraud team then transferred to a Single Fraud Investigation Service operating within the Department for Work & Pensions.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	12,459	0	0	0
Supplies & Services	2,387	0	0	0
Support Service Costs	11,443	0	0	0
<b>Total Expenditure</b>	<b>26,289</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fees &amp; Charges Income</b>	<b>(802)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>	<b>25,487</b>	<b>0</b>	<b>0</b>	<b>0</b>

## COUNCIL TAX BENEFIT

### Purpose

Up to 2012/13 the Council had a statutory duty to provide Council Tax Benefit to qualifying residents.

### Additional Information

The figures shown below represent the total cost of benefits paid and income received through subsidy from the Department for Work & Pensions to meet the cost of those benefits.

Although the CTB scheme closed in March 2013 the Council continued to recover amounts that were overpaid to claimants while the scheme operated. This has been replaced by a new Council Tax Support scheme.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<b>Fees &amp; Charges</b>	(32,278)	0	0	0
<b>Net Income</b>	<b>(32,278)</b>	<b>0</b>	<b>0</b>	<b>0</b>

## HOUSING BENEFIT - HOMELESSNESS

### Purpose

The Council provides Housing Benefit to homeless people and to families in short-term accommodation. Part of this cost is borne by the Council and not by the Department for Work & Pensions through the subsidy system.

### Additional Information

The cost of benefits (shown below) is shown as income within the Housing Options section of the Housing & Environmental Health Service estimates. The costs derive from the rent payments made for bed & breakfast accommodation above the Council's current threshold as set by Central Government.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<b>Homelessness Benefit Paid</b>	19,776	20,000	20,000	20,000
<b>Subsidy Income</b>	(12,918)	(10,000)	(10,000)	(10,000)
<b>Net Expenditure</b>	6,858	10,000	10,000	10,000

## HOUSING BENEFIT - RENT ALLOWANCES

### Purpose

The Council has a statutory obligation to provide Housing Benefit to qualifying residents.

### 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.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Bad Debt Provision	312,758	310,000	310,000	310,000
Housing Benefit Rent Allowances	29,636,415	30,900,000	30,900,000	30,900,000
<b>Total Expenditure</b>	<b>29,949,173</b>	<b>31,210,000</b>	<b>31,210,000</b>	<b>31,210,000</b>
<b>Subsidy Income &amp; Recoveries</b>	<b>(30,252,912)</b>	<b>(31,570,000)</b>	<b>(31,570,000)</b>	<b>(31,420,000)</b>
<b>Net Income</b>	<b>(303,739)</b>	<b>(360,000)</b>	<b>(360,000)</b>	<b>(210,000)</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 Subsidy income shown below is the amount paid by the Department for Work & Pensions for the administration of the Housing Benefit scheme. This is calculated using a formula based on the number and type of Housing Benefit claims which is adjusted for regional labour costs and accommodation factors.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	399,393	388,863	402,070	408,970
Transport Costs	2,622	2,181	2,120	2,150
Supplies and Services	56,430	57,403	63,630	57,930
Support Service Costs	83,291	92,990	92,975	99,845
<b>Total Expenditure</b>	<b>541,735</b>	<b>541,437</b>	<b>560,795</b>	<b>568,895</b>
<u>Income</u>				
Court Fees	0	(1,000)	0	0
Subsidy Income	(201,846)	(304,000)	(328,980)	(292,000)
<b>Total Income</b>	<b>(201,846)</b>	<b>(305,000)</b>	<b>(328,980)</b>	<b>(292,000)</b>
<b>Net Expenditure</b>	<b>339,889</b>	<b>236,437</b>	<b>231,815</b>	<b>276,895</b>



## CUSTOMER SERVICES UNIT

### Purpose

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

### Additional Information

The Unit aspires to provide a positive customer experience for everyone contacting the Council.

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<u>Expenditure</u>				
Employee Costs	731,234	708,440	651,610	520,750
Transport Costs	2,078	2,000	1,770	1,800
Supplies & Services	90,328	90,260	77,640	61,450
Support Service Costs	180,218	154,090	154,090	153,400
<b>Total Expenditure</b>	<b>1,003,858</b>	<b>954,790</b>	<b>885,110</b>	<b>737,400</b>
<b>Recharge Income</b>	<b>(1,002,231)</b>	<b>(950,650)</b>	<b>(950,650)</b>	<b>(738,090)</b>
<b>Net Expenditure / (Income)</b>	<b>1,627</b>	<b>4,140</b>	<b>(65,540)</b>	<b>(690)</b>

**CAPITAL PROGRAMME**  
**2016/17 - 2019/20**

## **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 2017/18 was presented to Cabinet on 15th February 2017 and subsequently approved by Council on 24th February.

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 four year cycle 2016/17 to 2019/20 is expected to spend £44.928M and will draw £21.170M from capital reserves. There are additional unidentified schemes which would increase the total spend to £3.15M and increase the draw from capital reserves to £24.320M.

If all capital receipts and identified schemes expenditure are incurred as shown on the following pages, there will be a deficit of around £8.490M on the capital programme. It is anticipated that this will be gradually recovered once property prices start to increase and better opportunities arise for the Council to sell surplus assets. 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 2016/17 £'000	Original Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
<b>IDENTIFIED SCHEMES</b>				
<b>CAPITAL EXPENDITURE</b>				
Asset Management Projects	1,773.0	1,896.0	0.0	0.0
Community & Leisure	564.9	11,384.5	8,200.0	0.0
Estates	690.9	0.0	0.0	0.0
Project Enterprise	8,827.5	6,884.9	0.0	0.0
Housing & Environmental Health	814.2	850.0	0.0	0.0
I.T.	0.0	16.8	0.0	0.0
Planning Policy & Transport	64.8	533.1	0.0	0.0
Affordable Housing	207.5	1,110.0	300.0	810.0
<b>Total Approved Projects</b>	<b>12,942.8</b>	<b>22,675.3</b>	<b>8,500.0</b>	<b>810.0</b>
<b>CAPITAL FINANCING</b>				
Capital Grants	938.0	500.0	0.0	0.0
General Fund Capital Receipts	707.0	50.0	50.0	50.0
PWLB Loan	0.0	0.0	5,900.0	0.0
Capital Contributions	3,278.7	11,440.1	422.6	422.0
<b>Total</b>	<b>4,923.7</b>	<b>11,990.1</b>	<b>6,372.6</b>	<b>472.0</b>
Required draw from Balances	8,019.1	10,685.2	2,127.4	338.0
<b>Total Financing</b>	<b>12,942.8</b>	<b>22,675.3</b>	<b>8,500.0</b>	<b>810.0</b>

## GENERAL FUND CAPITAL PROGRAMME AND FINANCING

### SUMMARY ESTIMATES

	Forecast Estimate 2016/17 £'000	Original Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
<b>UNIDENTIFIED SCHEMES</b>				
<b>CAPITAL EXPENDITURE</b>				
Community & Leisure	0.0	150.0	0.0	0.0
Project Enterprise	3,000.0	0.0	0.0	0.0
<b>Total</b>	<b>3,000.0</b>	<b>150.0</b>	<b>0.0</b>	<b>0.0</b>
<b>CAPITAL FINANCING</b>				
Required draw from Balances	3,000.0	150.0	0.0	0.0
<b>Total Financing</b>	<b>3,000.0</b>	<b>150.0</b>	<b>0.0</b>	<b>0.0</b>

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

<b>Scheme</b>	<b>Forecast Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>	<b>Original Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>
Land and Property Projects	1,278.0	1,090.0		
Vehicle and Plant Projects	418.0	651.0		
IT Equipment Projects	77.0	155.0		
<b>Total Approved Projects</b>	<b>1,773.0</b>	<b>1,896.0</b>	<b>0.0</b>	<b>0.0</b>

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

<b>Scheme</b>	<b>Actual Expenditure to 2015/16 £'000</b>	<b>Forecast Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>	<b>Original Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>
Romsey War Memorial Park Kiosk	270.3	6.4			
Romsey Waterways	21.9	7.1	1.0		
Urban Realm (Lights - Bus Station access)		20.5	14.5		
Tadburn Meadows Nature reserve	24.3	33.4			
Valley Park Woodland		21.0	39.0		
MUGA Picket Twenty			155.0		
Play Areas Picket Twenty/Urban Park		76.0	100.0		
Ganger Farm - Sports & Recreation			640.0		
Abbotswood & Romsey Public Art	25.6	18.4			
East Anton Public Art			82.0		
Saxon Fields Car Park			63.0		
Charlton Lakes Footpath			50.0		
RSC Skate Park			180.0		
Knightwood Skate Park			160.0		
Andover War Memorial			25.0		
Andover Fitness Trail			45.0		
Town Mill River Improvements			70.0		
Upgrade War Memorial Park Play area			60.0		
Saxon Fields Pathway		20.0			
Anton Lake Boardwalk		23.0			
Leisure Centre Contract			9,700.0	8,200.0	
Community Asset Fund - O/s projects		189.1			
Community Asset Fund - New projects 2016/17		150.0			
<b>Total Approved Projects</b>	<b>342.1</b>	<b>564.9</b>	<b>11,384.5</b>	<b>8,200.0</b>	<b>0.0</b>
Community Asset Fund Projects (not yet identified)			150.0		
<b>Total Community &amp; Leisure Capital programme</b>	<b>342.1</b>	<b>564.9</b>	<b>11,534.5</b>	<b>8,200.0</b>	<b>0.0</b>

**ESTATES SERVICE**  
**CAPITAL PROGRAMME**

<b>Scheme</b>	<b>Actual Expenditure to 2015/16 £'000</b>	<b>Forecast Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>	<b>Original Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>
Chantry Centre Enhancement		315.9			
Hampshire Community Bank	125.0	375.0			
<b>Total Approved programme</b>	<b>125.0</b>	<b>690.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>



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

<b>Scheme</b>	<b>Actual Expenditure to 2015/16 £'000</b>	<b>Forecast Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>	<b>Original Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>
Walworth Business Park Investment	649.3	1,781.8	682.9		
Investment Property 1		4,951.9			
Walworth Business Park Investment 2			6,000.0		
Investment Property 2		190.0	202.0		
Investment Property 3		1,671.8			
Investment Property 4		170.0			
Solar Panels Portway		62.0			
<b>Total Approved Projects</b>	<b>649.3</b>	<b>8,827.5</b>	<b>6,884.9</b>	<b>0.0</b>	<b>0.0</b>
Purchase of investment properties - yet to be identified		3,000.0			
<b>Total Project Enterprise Capital programme</b>	<b>649.3</b>	<b>11,827.5</b>	<b>6,884.9</b>	<b>0.0</b>	<b>0.0</b>

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

<b>Scheme</b>	<b>Forecast Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>	<b>Original Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>
Renovations and Minor Works Grants	89.4	100.0		
Disabled Facilities Grants	724.8	750.0		
<b>Total Approved Projects</b>	<b>814.2</b>	<b>850.0</b>	<b>0.0</b>	<b>0.0</b>

**I.T. SERVICE**  
**CAPITAL PROGRAMME**

Scheme	Actual Expenditure to 2015/16 £'000	Forecast Estimate 2016/17 £'000	Original Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
Sharepoint Server	15.3		16.8		
<b>Total Approved Projects</b>	<b>15.3</b>	<b>0.0</b>	<b>16.8</b>	<b>0.0</b>	<b>0.0</b>

**PLANNING POLICY & TRANSPORT SERVICE**  
**CAPITAL PROGRAMME**

<b>Scheme</b>	<b>Actual Expenditure to 2015/16 £'000</b>	<b>Forecast Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>	<b>Original Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>
Land to the West of Romsey Abbey	91.2	64.8			
Town Mill Access & Environmental Enhancement	1.0		133.1		
Romsey Enhancement Works - Phase 3			150.0		
Romsey Flood Alleviation Scheme			250.0		
<b>Total Approved Projects</b>	<b>92.2</b>	<b>64.8</b>	<b>533.1</b>	<b>0.0</b>	<b>0.0</b>

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

Scheme	Forecast Estimate 2016/17 £'000	Original Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
<u>Testway Covenant</u>				
Rosalind House, Stockbridge	140.0			
Braishfield Road, Braishfield	67.5			
Nightingale Lodge		810.0		810.0
Registered providers		300.0	300.0	
<b>Total Approved Projects</b>	<b>207.5</b>	<b>1,110.0</b>	<b>300.0</b>	<b>810.0</b>
Approved budget for schemes yet to be identified				
Ringfenced Right-To-Buy receipts				
<b>Total Housing Capital Programme</b>	<b>207.5</b>	<b>1,110.0</b>	<b>300.0</b>	<b>810.0</b>

## PORTFOLIO REVENUE INFORMATION

The Council's activities are divided into seven 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's	Cllr Carr
Community & Leisure	Cllr Ward
Corporate	Cllr North
Economic	Cllr Giddings
Environmental	Cllr Stallard
Housing & Environmental Health	Cllr Mrs Hawke
Planning Policy & Transport	Cllr Hatley
Planning & Building	Cllr Bundy

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

## PORTFOLIO REVENUE INFORMATION

### SUMMARY ESTIMATES

	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
Leader's	237,869	233,500	259,090	279,230
Community & Leisure	4,001,554	3,607,130	4,546,590	3,598,740
Corporate	3,395,296	4,204,839	4,286,750	4,080,450
Economic	(3,191,890)	(3,264,459)	(3,356,210)	(3,659,300)
Environmental	4,675,344	4,795,190	4,740,020	4,774,490
Housing & Environmental Health	2,454,518	2,257,720	1,856,370	3,297,870
Planning & Transport	383,744	(176,710)	(428,370)	(297,820)
Planning & Building	1,708,748	1,123,230	1,652,530	1,573,400
<b>Total - All Portfolios</b>	<b>13,665,183</b>	<b>12,780,440</b>	<b>13,556,770</b>	<b>13,647,060</b>

## PORTFOLIO REVENUE INFORMATION

LEADER'S PORTFOLIO	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Chief Executive's Office</b>				
Chief Executive's Office	4,460	(51,410)	(53,680)	6,250
Human Resources Service	(4,288)	4,600	34,390	(14,280)
Human Resources Function	4,269	11,600	11,600	14,300
<b>Total Expenditure</b>	<b>4,441</b>	<b>(35,210)</b>	<b>(7,690)</b>	<b>6,270</b>
<b>Corporate &amp; Democratic Core</b>				
Corporate Public Relations, Information & Consultation	103,116	134,850	134,840	135,570
Representing Local Interests	6,200	6,100	6,100	6,250
Other Democratic Activities	124,112	127,760	125,840	131,140
<b>Total Expenditure</b>	<b>233,428</b>	<b>268,710</b>	<b>266,780</b>	<b>272,960</b>
<b>Net Revenue Expenditure for LEADER'S PORTFOLIO</b>	<b>237,869</b>	<b>233,500</b>	<b>259,090</b>	<b>279,230</b>



## PORTFOLIO REVENUE INFORMATION

<b>COMMUNITY &amp; LEISURE PORTFOLIO</b>	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<b>Community &amp; Leisure</b>				
Management & Support	0	0	0	(1,690)
Managed Sports Facilities	1,219,206	1,218,230	1,198,440	1,154,480
Outdoor Sports Facilities	397,103	248,640	265,990	240,820
Playgrounds	114,081	84,600	246,190	130,050
Sports Development	35,997	36,790	28,760	32,930
Cemeteries	(41,532)	(62,970)	(29,480)	(65,660)
Grounds Maintenance	140,622	73,560	127,750	73,580
Urban Parks & Open Spaces	148,361	382,230	708,310	386,670
Nature Reserves	94,548	92,080	126,800	92,960
Community Engagement	1,357,277	1,053,710	1,391,760	1,078,860
Andover Town Summit	8,160	10,750	11,560	11,330
Heritage	48,116	53,820	54,090	53,830
Arts Function	35,978	35,380	30,310	32,840
The Lights	443,637	380,310	386,110	377,740
<b>Total Expenditure</b>	<b>4,001,554</b>	<b>3,607,130</b>	<b>4,546,590</b>	<b>3,598,740</b>
<b>Net Revenue Expenditure for COMMUNITY &amp; LEISURE PORTFOLIO</b>	<b>4,001,554</b>	<b>3,607,130</b>	<b>4,546,590</b>	<b>3,598,740</b>

## PORTFOLIO REVENUE INFORMATION

CORPORATE PORTFOLIO	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Corporate &amp; Democratic Core</b>				
Corporate Management	1,402,104	1,484,890	1,532,920	1,302,600
Delivering Public Services				
Electronically	46,629	51,260	67,260	43,170
Emergency Planning	22,877	29,500	33,500	34,410
Councillors	716,953	736,880	736,700	752,460
Councillor Meetings	402,406	407,230	403,870	410,790
Mayoral Office	97,851	100,080	96,780	102,600
Civic Ceremonies	5,365	6,540	9,540	6,540
Subscriptions	22,337	28,700	21,530	22,600
Allocated Central Overheads	1	1,590	(4,710)	550
Non-Distributable Costs	144,993	1,031,270	1,031,270	1,099,720
<b>Total Expenditure</b>	<b>2,861,516</b>	<b>3,877,940</b>	<b>3,928,660</b>	<b>3,775,440</b>
<b>Information Technology</b>				
Management Team	(640,356)	(640,370)	(715,380)	(707,890)
Service Desk	9,532	(5,780)	63,950	11,700
Infrastructure	370,483	404,170	473,900	489,730
Corporate Services	261,335	232,820	232,220	208,320
<b>Total Expenditure / (Income)</b>	<b>994</b>	<b>(9,160)</b>	<b>54,690</b>	<b>1,860</b>
<b>Revenues Service</b>				
Customer Services Unit	1,627	4,139	(65,540)	(690)
<b>Total Expenditure / (Income)</b>	<b>1,627</b>	<b>4,139</b>	<b>(65,540)</b>	<b>(690)</b>
<b>Sub-total Expenditure c/f</b>	<b>2,864,137</b>	<b>3,872,919</b>	<b>3,917,810</b>	<b>3,776,610</b>

## PORTFOLIO REVENUE INFORMATION

CORPORATE PORTFOLIO (cont)	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Sub-total Expenditure b/f</b>	<b>2,864,137</b>	<b>3,872,919</b>	<b>3,917,810</b>	<b>3,776,610</b>
<b>Legal &amp; Democratic</b>				
Legal Function	41,165	19,680	51,590	6,980
Land Charges	(110,441)	(134,040)	(83,360)	(100,110)
Council Elections	425,373	285,040	266,460	254,540
Registration Of Electors	165,099	169,340	150,080	157,330
Lotteries, Amusements & Gaming Permits	30,394	25,440	24,540	26,180
Alcohol & Entertainment Licensing	(37,232)	(33,490)	(41,790)	(43,690)
Scrap Metal Dealer Licences	2,608	(2,380)	(1,370)	2,020
Hackney Carriages & Private Hire Vehicles	14,193	2,330	2,790	590
<b>Total Expenditure</b>	<b>531,159</b>	<b>331,920</b>	<b>368,940</b>	<b>303,840</b>
 <b>Net Revenue Expenditure for CORPORATE PORTFOLIO</b>	 <b>3,395,296</b>	 <b>4,204,839</b>	 <b>4,286,750</b>	 <b>4,080,450</b>

## PORTFOLIO REVENUE INFORMATION

ECONOMIC PORTFOLIO	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Estates</b>				
Estates Support Unit	445,333	501,190	536,190	537,620
Andover Market	(19,587)	(19,410)	(19,260)	(19,260)
Business Park Development	(5,007,365)	(5,068,569)	(5,100,360)	(5,116,790)
Investment Properties	0	0	(724,680)	(932,400)
Union Street	(75,215)	(77,930)	(73,720)	(89,830)
Chantry Centre	(712,329)	(781,860)	(223,800)	(491,520)
Andover Bus Station	13,420	(4,620)	14,710	2,140
Andover Magistrates Court	177,336	38,000	22,060	50,200
Corporate Properties	(247,612)	(278,110)	(306,540)	(271,920)
Economic Development & Promotion	150,036	94,150	102,570	98,370
Promotion of Tourism	97,717	95,840	94,850	96,750
Town Centre Management	46,882	40,640	37,020	39,610
Public Halls	404,863	358,790	405,120	353,890
Public Conveniences	230,941	215,440	248,260	210,850
Office Accommodation	17,754	45,009	94,500	37,080
Depot Costs	0	90	9,970	40
Building Maintenance	248,278	225,550	224,530	230,900
Maintenance Works	0	302,730	143,510	330,430
Building Cleaning	69,070	55,740	61,570	55,320
Leisure Facilities	53,452	39,730	52,000	54,000
<b>Total Expenditure / (Income)</b>	<b>(4,107,026)</b>	<b>(4,217,600)</b>	<b>(4,401,500)</b>	<b>(4,824,520)</b>
<b>Finance</b>				
Finance Service	2,002	90	(9,410)	30
<b>Total Expenditure / (Income)</b>	<b>2,002</b>	<b>90</b>	<b>(9,410)</b>	<b>30</b>
<b>Revenues</b>				
Head Of Revenues	54,894	1,449,251	0	0
Local Taxation Services	667,030	13,380	804,440	676,860
Council Tax Support Administration	171,857	27,310	363,120	405,770
Benefit Fraud	25,487	10,650	10,650	11,330
Council Tax Benefit	(32,278)	0	0	0
Housing Benefit - Homelessness	6,858	10,000	10,000	10,000
Housing Benefit - Rent Allowances	(303,739)	(360,000)	(360,000)	(210,000)
Housing Benefit - Rent Allowances Administration	323,025	(197,540)	226,490	271,230
<b>Total Expenditure</b>	<b>913,134</b>	<b>953,051</b>	<b>1,054,700</b>	<b>1,165,190</b>
<b>Net Revenue Income for ECONOMIC PORTFOLIO</b>	<b>(3,191,890)</b>	<b>(3,264,459)</b>	<b>(3,356,210)</b>	<b>(3,659,300)</b>

## PORTFOLIO REVENUE INFORMATION

ENVIRONMENTAL PORTFOLIO	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Environmental Service</b>				
Grounds Maintenance	1,160,612	1,230,470	1,238,950	1,240,100
Waste Collection	2,266,415	2,246,580	2,281,120	2,193,000
Garden Waste Collection	19,245	39,290	(5,550)	28,280
Street Cleansing	1,162,563	1,192,110	1,138,470	1,214,200
Vehicle Workshop (inc Fuel)	57,852	71,030	61,810	67,290
Operational Overheads	6,597	15,710	25,220	19,620
<b>Total Expenditure</b>	<b>4,673,284</b>	<b>4,795,190</b>	<b>4,740,020</b>	<b>4,762,490</b>
<b>Planning Policy &amp; Transport</b>				
Planning Policy Sustainability	2,060	0	0	12,000
<b>Total Expenditure</b>	<b>2,060</b>	<b>0</b>	<b>0</b>	<b>12,000</b>
<b>Net Revenue Expenditure for ENVIRONMENTAL PORTFOLIO</b>	<b>4,675,344</b>	<b>4,795,190</b>	<b>4,740,020</b>	<b>4,774,490</b>

## PORTFOLIO REVENUE INFORMATION

<b>HOUSING &amp; ENVIRONMENTAL HEALTH PORTFOLIO</b>	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<b>Housing &amp; Environmental Health</b>				
General Management	0	0	0	0
Housing Options	703,544	732,000	731,920	721,340
Hampshire Home Choice	9,978	7,890	2,820	3,810
Housing Development	154,092	156,230	254,850	1,180,220
Business Support	0	300	0	0
Pest Control	107,627	85,970	79,720	82,280
Environmental Protection	310,705	255,080	262,680	257,520
Housing Standards	744,523	602,070	99,150	622,750
Animal Welfare	112,703	109,780	107,900	109,010
Health Protection	311,346	308,400	317,330	320,940
<b>Total Expenditure</b>	<b>2,454,518</b>	<b>2,257,720</b>	<b>1,856,370</b>	<b>3,297,870</b>
<b>Net Revenue Expenditure for HOUSING &amp; ENVIRONMENTAL HEALTH PORTFOLIO</b>	<b>2,454,518</b>	<b>2,257,720</b>	<b>1,856,370</b>	<b>3,297,870</b>

## PORTFOLIO REVENUE INFORMATION

PLANNING AND TRANSPORT PORTFOLIO	Actual 2015/16 £	Original Estimate 2016/17 £	Forecast 2016/17 £	Original Estimate 2017/18 £
<b>Planning Policy &amp; Transport</b>				
Planning Policy	928,342	841,380	412,920	499,780
Local Development Framework	212,965	126,690	131,830	78,890
Engineers	312,778	58,630	158,030	224,600
Highways	72,060	62,560	106,390	117,790
Parking	(1,202,967)	(1,317,970)	(1,298,540)	(1,279,880)
Community Transport	60,566	52,000	61,000	61,000
<b>Total Expenditure</b>	<b>383,744</b>	<b>(176,710)</b>	<b>(428,370)</b>	<b>(297,820)</b>
<b>Net Revenue Expenditure / (Income) for PLANNING AND TRANSPORT PORTFOLIO</b>	<b>383,744</b>	<b>(176,710)</b>	<b>(428,370)</b>	<b>(297,820)</b>

## PORTFOLIO REVENUE INFORMATION

<b>PLANNING AND BUILDING PORTFOLIO</b>	<b>Actual 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>	<b>Forecast 2016/17 £</b>	<b>Original Estimate 2017/18 £</b>
<b>Planning &amp; Building</b>				
Development Control & Enforcement	1,630,737	1,050,180	1,591,660	1,500,400
Building Control	78,011	73,050	60,870	73,000
<b>Total Expenditure</b>	<b>1,708,748</b>	<b>1,123,230</b>	<b>1,652,530</b>	<b>1,573,400</b>
<b>Net Revenue Expenditure for PLANNING AND BUILDING PORTFOLIO</b>	<b>1,708,748</b>	<b>1,123,230</b>	<b>1,652,530</b>	<b>1,573,400</b>



## COUNCIL TAX RESOLUTION 2017/18

The Test Valley Borough Council as Billing Authority for the Test Valley Borough Council area, on the 24th day of February 2017

Resolved:

- 1 That, having approved the revised revenue forecast for the year 2016/17 and the revenue estimates for the year 2017/18 together with the revised capital programme for the year 2016/17 and the capital programme for the year 2017/18.
- 2 That for the purposes of Section 35 (2) (d) of the Local Government Finance Act 1992 as amended (the Act), the sum of **£292,754**, 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 **£292,754** herein specified shall be treated as general expenses. This equates to an amount of £21.88 per Band D Council Tax.
- 3 That it be noted that the Acting Head of Revenues (Local Taxation), in consultation with the Head of Finance, calculated the Council Tax Base for 2017/18 for the whole Borough area as 47,315 (Item T in the formula in Section 31B 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	995
Ampfield	811
Amport	548
Andover Town	13,380
Appleshaw	273
Ashley	36
Awbridge	339
Barton Stacey	401
Bossington	20
Braishfield	343
Broughton	505
Buckholt	9
Bullington	54
Charlton	787
Chilbolton	539
Chilworth	654
East Dean	96
East Tytherley	91
Enham Alamein	355
Facombe	46
Fyfield	132
Goodworth Clatford	404
Grateley	249
Houghton	205
Hurstbourne Tarrant	377
Kimpton	161
King's Somborne	700
Leckford	58
Linkenholt	26
Little Somborne	41

Parish of	Tax Base
Lockerley	361
Longparish	332
Longstock	214
Melchet Park & Plaitford	128
Michelmersh & Timsbury	433
Monxton	132
Mottisfont	148
Nether Wallop	392
North Baddesley	2,502
Nursling & Rownhams	2,104
Over Wallop	758
Penton Grafton	352
Penton Mewsey	178
Quarley	79
Romsey Extra	2,030
Romsey Town	5,620
Sherfield English	322
Shipton Bellinger	510
Smannell	1,243
Stockbridge	324
Tangley	292
Thrupton	288
Upper Clatford	640
Valley Park	2,997
Vernham Dean	282
Wellow	1,486
West Tytherley & Frenchmoor	287
Wherwell	246
	<b>47,315</b>

4 That the following amounts be now calculated by the Council for the year 2017/18 in accordance with Sections 31 to 31B and 34 to 36 of the Act and subsequent regulations: -

- 4(a) **£101,544,213** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils/Town Councils.
- 4(b) **£93,393,731** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- 4(c) **£8,150,482** 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 31A(4) of the Act as its council tax requirement for the year (Item R in the formula in Section 31B of the Act).
- 4(d) **£172.26** being the amount at 4(c) above (Item R), divided by Item T (3 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish/Town precepts).
- 4(e) **£1,696,243** being the aggregate amount of all special items (the amount at 2 above and Parish precepts) referred to in Section 34(1) of the Act.

4(f) **£136.41**

being the amount at 4(d) above less the result given by dividing the amount at 4(e) above by Item T (3 above), 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 precept relates.

4(g) Part of the Council's area

<b>Parish of</b>	<b>£</b>
Abbotts Ann	168.57
Ampfield	178.85
Amport	157.40
Andover Town	178.32
Appleshaw	171.21
Awbridge	161.88
Barton Stacey	185.78
Braishfield	180.14
Broughton	182.03
Bullington	178.08
Charlton	160.36
Chilbolton	161.46
Chilworth	186.10
East Dean	171.31
East Tytherley	174.95
Enham Alamein	163.28
Fyfield	178.08
Goodworth Clatford	183.35
Grateley	168.54
Houghton	180.31
Hurstbourne Tarrant	175.80
Kimpton	195.42
King's Somborne	184.55
Lockerley	171.37
Longparish	189.12
Longstock	166.78
Melchet Park and Plaitford	161.41
Michelmersh & Timsbury	172.21
Monxton	179.59
Mottisfont	180.39
Nether Wallop	168.30
North Baddesley	175.93
Nursling and Rownhams	163.03
Over Wallop	178.63
Penton Grafton	164.25
Penton Mewsey	181.35
Quarley	169.32
Romsey Extra	158.24
Romsey Town	175.28
Sherfield English	167.47
Shipton Bellinger	195.23
Smannell	154.73
Stockbridge	195.05
Tangley	165.52
Thruxton	189.36

Parish of	£
Upper Clatford	159.85
Valley Park	148.09
Vernham Dean	171.87
Wellow	180.15
West Tytherley and Frenchmoor	169.51
Wherwell	170.96
All other parts of the Council's area	136.41

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	112.38	131.11	149.84	168.57	206.03	243.49	280.95	337.14
Ampfield	119.23	139.11	158.98	178.85	218.59	258.34	298.08	357.70
Amport	104.93	122.42	139.91	157.40	192.38	227.36	262.33	314.80
Andover Town	118.88	138.69	158.51	178.32	217.95	257.57	297.20	356.64
Appleshaw	114.14	133.16	152.19	171.21	209.26	247.30	285.35	342.42
Awbridge	107.92	125.91	143.89	161.88	197.85	233.83	269.80	323.76
Barton Stacey	123.85	144.50	165.14	185.78	227.06	268.35	309.63	371.56
Braishfield	120.09	140.11	160.12	180.14	220.17	260.20	300.23	360.28
Broughton	121.35	141.58	161.80	182.03	222.48	262.93	303.38	364.06
Bullington	118.72	138.51	158.29	178.08	217.65	257.23	296.80	356.16
Charlton	106.91	124.72	142.54	160.36	196.00	231.63	267.27	320.72
Chilbolton	107.64	125.58	143.52	161.46	197.34	233.22	269.10	322.92
Chilworth	124.07	144.74	165.42	186.10	227.46	268.81	310.17	372.20
East Dean	114.21	133.24	152.28	171.31	209.38	247.45	285.52	342.62
East Tytherley	116.63	136.07	155.51	174.95	213.83	252.71	291.58	349.90
Enham Alamein	108.85	127.00	145.14	163.28	199.56	235.85	272.13	326.56
Fyfield	118.72	138.51	158.29	178.08	217.65	257.23	296.80	356.16
Goodworth Clatford	122.23	142.61	162.98	183.35	224.09	264.84	305.58	366.70
Grateley	112.36	131.09	149.81	168.54	205.99	243.45	280.90	337.08
Houghton	120.21	140.24	160.28	180.31	220.38	260.45	300.52	360.62
Hurstbourne Tarrant	117.20	136.73	156.27	175.80	214.87	253.93	293.00	351.60
Kimpton	130.28	151.99	173.71	195.42	238.85	282.27	325.70	390.84
King's Somborne	123.03	143.54	164.04	184.55	225.56	266.57	307.58	369.10
Lockerley	114.25	133.29	152.33	171.37	209.45	247.53	285.62	342.74
Longparish	126.08	147.09	168.11	189.12	231.15	273.17	315.20	378.24
Longstock	111.19	129.72	148.25	166.78	203.84	240.90	277.97	333.56
Melchet Park & Plaitford	107.61	125.54	143.48	161.41	197.28	233.15	269.02	322.82
Michelmersh & Timsbury	114.81	133.94	153.08	172.21	210.48	248.75	287.02	344.42
Monxton	119.73	139.68	159.64	179.59	219.50	259.41	299.32	359.18
Mottisfont	120.26	140.30	160.35	180.39	220.48	260.56	300.65	360.78
Nether Wallop	112.20	130.90	149.60	168.30	205.70	243.10	280.50	336.60
North Baddesley	117.29	136.83	156.38	175.93	215.03	254.12	293.22	351.86
Nursling & Rownhams	108.69	126.80	144.92	163.03	199.26	235.49	271.72	326.06
Over Wallop	119.09	138.93	158.78	178.63	218.33	258.02	297.72	357.26

Parish of	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Penton Grafton	109.50	127.75	146.00	164.25	200.75	237.25	273.75	328.50
Penton Mewsey	120.90	141.05	161.20	181.35	221.65	261.95	302.25	362.70
Quarley	112.88	131.69	150.51	169.32	206.95	244.57	282.20	338.64
Romsey Extra	105.49	123.08	140.66	158.24	193.40	228.57	263.73	316.48
Romsey Town	116.85	136.33	155.80	175.28	214.23	253.18	292.13	350.56
Sherfield English	111.65	130.25	148.86	167.47	204.69	241.90	279.12	334.94
Shipton Bellinger	130.15	151.85	173.54	195.23	238.61	282.00	325.38	390.46
Smannell	103.15	120.35	137.54	154.73	189.11	223.50	257.88	309.46
Stockbridge	130.03	151.71	173.38	195.05	238.39	281.74	325.08	390.10
Tangley	110.35	128.74	147.13	165.52	202.30	239.08	275.87	331.04
Thrupton	126.24	147.28	168.32	189.36	231.44	273.52	315.60	378.72
Upper Clatford	106.57	124.33	142.09	159.85	195.37	230.89	266.42	319.70
Valley Park	98.73	115.18	131.64	148.09	181.00	213.91	246.82	296.18
Vernham Dean	114.58	133.68	152.77	171.87	210.06	248.26	286.45	343.74
Wellow	120.10	140.12	160.13	180.15	220.18	260.22	300.25	360.30
W Tytherley/Frenchmoor	113.01	131.84	150.68	169.51	207.18	244.85	282.52	339.02
Wherwell	113.97	132.97	151.96	170.96	208.95	246.94	284.93	341.92
All other parts of the Council's area	90.94	106.10	121.25	136.41	166.72	197.04	227.35	272.82

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 52ZB of the Act, the Council's basic amount of Council Tax for the year 2017/18 is not excessive.
- 6 That the following details in respect of precept authorities be noted;
  - 6(a) For the year 2017/18, 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
£	£	£	£	£	£	£	£
755.4	881.3	1007.2	1,133.10	1,384.90	1,636.70	1,888.50	2,266.20

- 6(b) For the year 2017/18, 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
£	£	£	£	£	£	£	£
110.31	128.69	147.08	165.46	202.23	239.00	275.77	330.92

- 6(c) For the year 2017/18, 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
£	£	£	£	£	£	£	£
42.56	49.65	56.75	63.84	78.03	92.21	106.40	127.68

- 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 2017/18 for each of the categories of dwellings shown below:

### Valuation Bands

Parish of	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Abbotts Ann	1,020.65	1,190.75	1,360.87	1,530.97	1,871.19	2,211.40	2,551.62	3,061.94
Ampfield	1,027.50	1,198.75	1,370.01	1,541.25	1,883.75	2,226.25	2,568.75	3,082.50
Amport	1,013.20	1,182.06	1,350.94	1,519.80	1,857.54	2,195.27	2,533.00	3,039.60
Andover Town	1,027.15	1,198.33	1,369.54	1,540.72	1,883.11	2,225.48	2,567.87	3,081.44
Appleshaw	1,022.41	1,192.80	1,363.22	1,533.61	1,874.42	2,215.21	2,556.02	3,067.22
Awbridge	1,016.19	1,185.55	1,354.92	1,524.28	1,863.01	2,201.74	2,540.47	3,048.56
Barton Stacey	1,032.12	1,204.14	1,376.17	1,548.18	1,892.22	2,236.26	2,580.30	3,096.36
Braishfield	1,028.36	1,199.75	1,371.15	1,542.54	1,885.33	2,228.11	2,570.90	3,085.08
Broughton	1,029.62	1,201.22	1,372.83	1,544.43	1,887.64	2,230.84	2,574.05	3,088.86
Bullington	1,026.99	1,198.15	1,369.32	1,540.48	1,882.81	2,225.14	2,567.47	3,080.96
Charlton	1,015.18	1,184.36	1,353.57	1,522.76	1,861.16	2,199.54	2,537.94	3,045.52
Chilbolton	1,015.91	1,185.22	1,354.55	1,523.86	1,862.50	2,201.13	2,539.77	3,047.72
Chilworth	1,032.34	1,204.38	1,376.45	1,548.50	1,892.62	2,236.72	2,580.84	3,097.00
East Dean	1,022.48	1,192.88	1,363.31	1,533.71	1,874.54	2,215.36	2,556.19	3,067.42
East Tytherley	1,024.90	1,195.71	1,366.54	1,537.35	1,878.99	2,220.62	2,562.25	3,074.70
Enham Alamein	1,017.12	1,186.64	1,356.17	1,525.68	1,864.72	2,203.76	2,542.80	3,051.36
Fyfield	1,026.99	1,198.15	1,369.32	1,540.48	1,882.81	2,225.14	2,567.47	3,080.96
Goodworth Clatford	1,030.50	1,202.25	1,374.01	1,545.75	1,889.25	2,232.75	2,576.25	3,091.50
Grateley	1,020.63	1,190.73	1,360.84	1,530.94	1,871.15	2,211.36	2,551.57	3,061.88
Houghton	1,028.48	1,199.88	1,371.31	1,542.71	1,885.54	2,228.36	2,571.19	3,085.42
Hurstbourne Tarrant	1,025.47	1,196.37	1,367.30	1,538.20	1,880.03	2,221.84	2,563.67	3,076.40
Kimpton	1,038.55	1,211.63	1,384.74	1,557.82	1,904.01	2,250.18	2,596.37	3,115.64
King's Somborne	1,031.30	1,203.18	1,375.07	1,546.95	1,890.72	2,234.48	2,578.25	3,093.90
Lockerley	1,022.52	1,192.93	1,363.36	1,533.77	1,874.61	2,215.44	2,556.29	3,067.54
Longparish	1,034.35	1,206.73	1,379.14	1,551.52	1,896.31	2,241.08	2,585.87	3,103.04
Longstock	1,019.46	1,189.36	1,359.28	1,529.18	1,869.00	2,208.81	2,548.64	3,058.36
Melchet Park & Plaitford	1,015.88	1,185.18	1,354.51	1,523.81	1,862.44	2,201.06	2,539.69	3,047.62

	<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	1,023.08	1,193.58	1,364.11	1,534.61	1,875.64	2,216.66	2,557.69	3,069.22
Monxton	1,028.00	1,199.32	1,370.67	1,541.99	1,884.66	2,227.32	2,569.99	3,083.98
Mottisfont	1,028.53	1,199.94	1,371.38	1,542.79	1,885.64	2,228.47	2,571.32	3,085.58
Nether Wallop	1,020.47	1,190.54	1,360.63	1,530.70	1,870.86	2,211.01	2,551.17	3,061.40
North Baddesley	1,025.56	1,196.47	1,367.41	1,538.33	1,880.19	2,222.03	2,563.89	3,076.66
Nursling & Rownhams	1,016.96	1,186.44	1,355.95	1,525.43	1,864.42	2,203.40	2,542.39	3,050.86
Over Wallop	1,027.36	1,198.57	1,369.81	1,541.03	1,883.49	2,225.93	2,568.39	3,082.06
Penton Grafton	1,017.77	1,187.39	1,357.03	1,526.65	1,865.91	2,205.16	2,544.42	3,053.30
Penton Mewsey	1,029.17	1,200.69	1,372.23	1,543.75	1,886.81	2,229.86	2,572.92	3,087.50
Quarley	1,021.15	1,191.33	1,361.54	1,531.72	1,872.11	2,212.48	2,552.87	3,063.44
Romsey Extra	1,013.76	1,182.72	1,351.69	1,520.64	1,858.56	2,196.48	2,534.40	3,041.28
Romsey Town	1,025.12	1,195.97	1,366.83	1,537.68	1,879.39	2,221.09	2,562.80	3,075.36
Sherfield English	1,019.92	1,189.89	1,359.89	1,529.87	1,869.85	2,209.81	2,549.79	3,059.74
Shipton Bellinger	1,038.42	1,211.49	1,384.57	1,557.63	1,903.77	2,249.91	2,596.05	3,115.26
Smannell	1,011.42	1,179.99	1,348.57	1,517.13	1,854.27	2,191.41	2,528.55	3,034.26
Stockbridge	1,038.30	1,211.35	1,384.41	1,557.45	1,903.55	2,249.65	2,595.75	3,114.90
Tangley	1,018.62	1,188.38	1,358.16	1,527.92	1,867.46	2,206.99	2,546.54	3,055.84
Thrupton	1,034.51	1,206.92	1,379.35	1,551.76	1,896.60	2,241.43	2,586.27	3,103.52
Upper Clatford	1,014.84	1,183.97	1,353.12	1,522.25	1,860.53	2,198.80	2,537.09	3,044.50
Valley Park	1,007.00	1,174.82	1,342.67	1,510.49	1,846.16	2,181.82	2,517.49	3,020.98
Vernham Dean	1,022.85	1,193.32	1,363.80	1,534.27	1,875.22	2,216.17	2,557.12	3,068.54
Wellow	1,028.37	1,199.76	1,371.16	1,542.55	1,885.34	2,228.13	2,570.92	3,085.10
W Tytherley/Frenchmoor	1,021.28	1,191.48	1,361.71	1,531.91	1,872.34	2,212.76	2,553.19	3,063.82
Wherwell	1,022.24	1,192.61	1,362.99	1,533.36	1,874.11	2,214.85	2,555.60	3,066.72
All other parts of the Council's area	999.21	1,165.74	1,332.28	1,498.81	1,831.88	2,164.95	2,498.02	2,997.62

**Finance Service  
Beech Hurst  
Weyhill Road  
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**[www.testvalley.gov.uk](http://www.testvalley.gov.uk)**