

# Budget

## 2016/17

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**BUDGET BOOK**  
**2016/17**

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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 2016/17 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 – 2016/17**

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 December. 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 2016/17, the 2015/16 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 16th December 2015 that was available for all interested parties to consider. The forecast budget gap at this time was £130,000. The Overview and Scrutiny Committee's Budget Panel reviewed the papers on 11th January 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 2% in 2016/17 and that cuts to central government grant would be offset by a draw from the New Homes' Bonus reserve. Following the release of the Local Government Finance Settlement figures, the Council Tax assumptions were revised to include an increase of £5, the maximum amount allowable under the Council Tax Referendum Threshold Regulations.

Based on the above information, the recommended budget was debated and subsequently resolved by Council on 25th February 2016. A diagram setting out the full Budget Cycle is set out on page 5.

## **Estimates 2016/17**

The result of the budget exercise was to produce a Council Tax Requirement of £7.747M 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 2016/17 has been reduced to £23.05 for a band D property. This will provide a contribution to the General Fund of £301,102 in the year.

In setting the budget, £1.5M has been drawn from the New Homes' Bonus reserve to offset the impact of the cuts in central government grants.

## **Capital Programme**

The Council's capital spending proposals are set out on pages 173 to 184 and include new schemes which are designed to take forward the Council's main priorities.

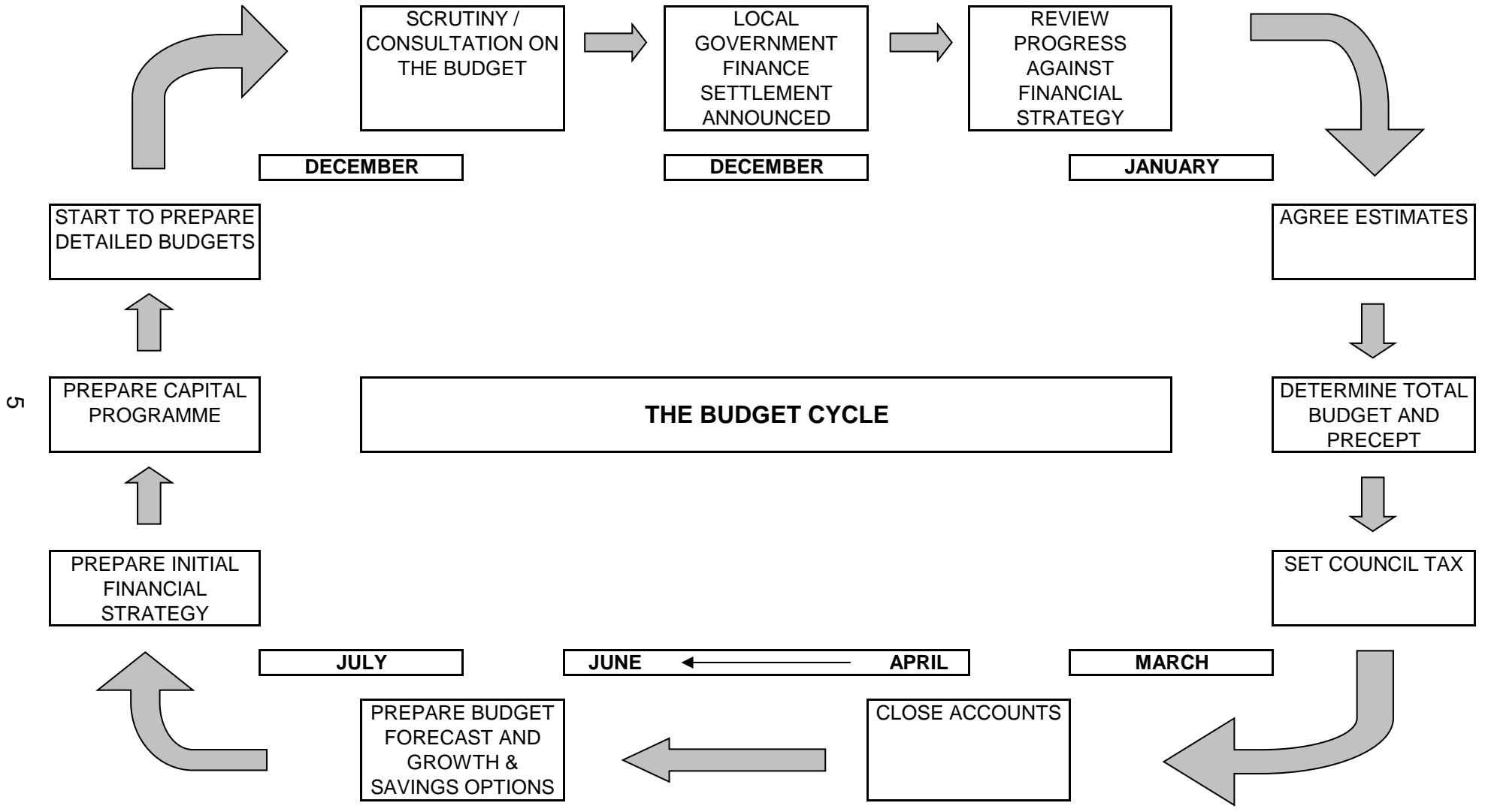
## **Summary**

The budget preparation for 2016/17 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 2016/17 is a huge achievement. Maintaining a balanced budget over the coming years will be a significant challenge.

After allowing for a draw from the New Homes Bonus reserve to offset the impact of expected future cuts in central funding, the current forecast budget deficits are £678,900 in 2017/18 and a further £539,400 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 2016



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**GENERAL FUND  
REVENUE INFORMATION  
2016/17**

## 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.

	Actual 2014/15 £'000	Original Estimate 2015/16 £'000	Forecast 2015/16 £'000	Original Estimate 2016/17 £'000
<b>Service Requirements</b>				
Chief Executive's	44	(8)	(12)	(35)
Community & Leisure	4,046	3,926	4,115	3,607
Environmental Service	4,550	4,629	4,670	4,795
Estates & Economic Development	(3,562)	(3,736)	(3,469)	(4,218)
Finance	31	(10)	(49)	0
Housing & Environmental Health	2,371	2,567	2,343	2,258
I.T.	43	(8)	(49)	(9)
Legal & Democratic	328	458	531	332
Planning & Building	1,068	1,082	1,443	1,123
Planning Policy & Transport	(1)	22	81	(177)
Revenues	1,129	1,169	1,113	1,307
<b>Net Cost of Services</b>	<b>10,047</b>	<b>10,091</b>	<b>10,717</b>	<b>8,983</b>
<b>Other Requirements</b>				
Benefits	(369)	(200)	(490)	(350)
Corporate & Democratic Core	3,130	4,015	3,995	4,147
	<b>12,808</b>	<b>13,906</b>	<b>14,222</b>	<b>12,780</b>
<b>Corporate Requirements</b>				
Contingency Provision	0	404	111	327
Depreciation & Capital Costs	(5,884)	(3,287)	(3,403)	(3,098)
Investment Income & Borrowing Costs	(508)	(394)	(513)	(454)
Other Government Grants	(703)	0	(936)	(832)
New Homes' Bonus	(2,730)	(3,572)	(3,572)	(4,793)
Council Tax Freeze Grant	0	(64)	(64)	0
Transition Grant	0	0	0	(54)
Provision for NDR Surplus 'levy'	0	0	1,374	981
100% Retention of NDR from Renewable Energy	(23)	0	0	(47)
Year End Write Offs	(20)	0	0	0
<b>Net General Fund Expenditure</b>	<b>2,940</b>	<b>6,993</b>	<b>7,219</b>	<b>4,810</b>
Transfer to Earmarked Reserves	5,797	610	377	5,213
Transfer to Asset Management reserves	1,032	488	429	1,117
Transfer to Capital Reserves	1,282	939	1,005	924
Transfer from General Fund balances	0	0	0	0
<b>GENERAL FUND REQUIREMENTS</b>	<b>11,051</b>	<b>9,030</b>	<b>9,030</b>	<b>12,064</b>



## GENERAL FUND SUMMARY (Cont)

	Actual 2014/15 £'000	Original Estimate 2015/16 £'000	Forecast 2015/16 £'000	Original Estimate 2016/17 £'000
<b>GENERAL FUND REQUIREMENTS</b>	<b>11,051</b>	<b>9,030</b>	<b>9,030</b>	<b>12,064</b>
Revenue Support Grant	(2,445)	(1,696)	(1,696)	(1,012)
Locally Retained Non-domestic Rates	(2,179)	(2,739)	(2,739)	(3,308)
Parish Precepts on Collection Fund	1,104	1,160	1,160	1,344
Share of Collection Fund Surplus	(557)	(105)	(105)	(1,341)
Share of Collection Fund Deficit	0	1,534	1,534	0
<b>COUNCIL TAX REQUIREMENT</b>	<b>6,974</b>	<b>7,184</b>	<b>7,184</b>	<b>7,747</b>
<b>Financed by</b>				
General Expenses	5,583	5,729	5,729	6,102
Parish Precepts	1,104	1,160	1,160	1,344
Special Expenses	287	295	295	301
<b>SUMMARY OF COUNCIL TAX REQUIREMENT</b>	<b>6,974</b>	<b>7,184</b>	<b>7,184</b>	<b>7,747</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. Examples are the Small Business Rate Relief, and the Business Support Grant which was used to support businesses affected by the 2014 floods.

### **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 six year period starting in 2011/12. 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 is forecasting growth in Business Rate income for 2015/16 and 2016/17. 50% of this amount will be owing to the Government as a levy, so a provision is being 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 2016/17.

### **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 2014/15 £'000</b>	<b>Original Estimate 2015/16 £'000</b>	<b>Forecast 2015/16 £'000</b>	<b>Original Estimate 2016/17 £'000</b>
<b><u>Expenditure</u></b>				
Employee Costs	16,265	16,770	16,815	17,455
Premises Costs	3,357	3,769	3,759	3,003
Transport Costs	1,828	2,057	1,945	1,962
Supplies & Services	6,912	6,468	7,330	6,042
Contract Costs	1,356	1,162	1,348	1,313
Transfer Payments	30,301	31,633	30,775	31,128
Support Service Costs	8,456	8,561	8,576	8,577
Capital Financing	5,884	3,287	3,403	3,098
<b>Total Expenditure</b>	<b>74,359</b>	<b>73,707</b>	<b>73,951</b>	<b>72,578</b>
<b><u>Income</u></b>				
Fees, Charges & Government Grants	(53,095)	(51,240)	(51,153)	(51,221)
Recharge Income	(8,456)	(8,561)	(8,576)	(8,577)
<b>Total Income</b>	<b>(61,551)</b>	<b>(59,801)</b>	<b>(59,729)</b>	<b>(59,798)</b>
<b>Net Cost of Services</b>	<b>12,808</b>	<b>13,906</b>	<b>14,222</b>	<b>12,780</b>
Depreciation reversal and capital charges	(5,884)	(3,287)	(3,403)	(3,098)
Investment Income & Borrowing Costs	(508)	(394)	(513)	(454)
Non-Ringfenced Government Grants	(3,433)	(3,636)	(4,572)	(5,679)
Provision for NDR surplus levy	0	0	1,374	981
100% Retention of NDR from Renewable Energy	(23)	0	0	(47)
Year End write offs	(20)	0	0	0
<b>Net Total</b>	<b>2,940</b>	<b>6,589</b>	<b>7,108</b>	<b>4,483</b>
Provisions	0	404	111	327
Transfers to reserves	8,111	2,037	1,811	7,254
<b>General Fund Requirements</b>	<b>11,051</b>	<b>9,030</b>	<b>9,030</b>	<b>12,064</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 to Valley Leisure Ltd 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  
2016/17**

## CHIEF EXECUTIVE'S OFFICE

**Aim:**

Our aim is to provide corporate direction, coordination, advice and 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 corporate direction, advice and 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 income of all three functions in 2016/17 is expected to be £35,210. The total costs of the functions are recharged across all Services on an appropriate basis.

<b>Principal Activities</b>	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
Chief Executive's Office	38,250	(6,350)	(2,960)	(51,410)
Human Resource's Service	6,715	(8,170)	(18,810)	4,600
Human Resource's Function	(865)	6,500	9,850	11,600
<b>Net Expenditure / (Income)</b>	<b>44,100</b>	<b>(8,020)</b>	<b>(11,920)</b>	<b>(35,210)</b>

## SUBJECTIVE SUMMARY

The net income between the forecast 2015/16 and original 2016/17 estimates has increased by £23,290 due to a decrease in employee costs following a restructure within the Project Team.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	920,420	913,270	910,660	1,065,150
Premises Costs	2,601	0	0	0
Transport Costs	22,831	24,610	23,820	24,740
Supplies & Services	51,336	66,010	65,780	63,760
Contract Costs	108,545	106,860	106,590	108,730
Support Service Costs	124,710	122,830	122,830	119,300
<b>Total Expenditure</b>	<b>1,230,443</b>	<b>1,233,580</b>	<b>1,229,680</b>	<b>1,381,680</b>
<b>Recharge Income</b>	<b>(1,186,343)</b>	<b>(1,241,600)</b>	<b>(1,241,600)</b>	<b>(1,416,890)</b>
<b>Net Expenditure / (Income)</b>	<b>44,100</b>	<b>(8,020)</b>	<b>(11,920)</b>	<b>(35,210)</b>



## CHIEF EXECUTIVE'S OFFICE

**Aim:**

The Chief Executive's Office is responsible for 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	747,903	722,240	731,210	854,450
Premises Costs	2,601	0	0	0
Transport Costs	21,961	22,610	22,620	22,740
Supplies & Services	25,433	32,500	26,910	26,130
Support Service Costs	96,478	94,120	94,120	92,420
<b>Total Expenditure</b>	<b>894,376</b>	<b>871,470</b>	<b>874,860</b>	<b>995,740</b>
<b>Recharge Income</b>	<b>(856,126)</b>	<b>(877,820)</b>	<b>(877,820)</b>	<b>(1,047,150)</b>
<b>Net Expenditure / (Income)</b>	<b>38,250</b>	<b>(6,350)</b>	<b>(2,960)</b>	<b>(51,410)</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 provide 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	169,052	184,530	175,450	204,100
Transport Costs	870	2,000	1,200	2,000
Supplies & Services	5,533	8,810	8,320	7,930
Contract Costs	108,545	106,860	106,590	108,730
Support Service Costs	28,232	28,710	28,710	26,880
<b>Total Expenditure</b>	<b>312,232</b>	<b>330,910</b>	<b>320,270</b>	<b>349,640</b>
<b>Recharge Income</b>	<b>(305,517)</b>	<b>(339,080)</b>	<b>(339,080)</b>	<b>(345,040)</b>
<b>Net Expenditure / (Income)</b>	<b>6,715</b>	<b>(8,170)</b>	<b>(18,810)</b>	<b>4,600</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employees Costs	3,465	6,500	4,000	6,600
Employee Support Service	3,330	4,500	6,000	4,500
Occupational Health Costs	2	800	150	800
External Training Costs	17,038	19,400	24,400	24,400
<b>Total Expenditure</b>	<b>23,835</b>	<b>31,200</b>	<b>34,550</b>	<b>36,300</b>
<b>Recharge Income</b>	<b>(24,700)</b>	<b>(24,700)</b>	<b>(24,700)</b>	<b>(24,700)</b>
<b>Net Expenditure / (Income)</b>	<b>(865)</b>	<b>6,500</b>	<b>9,850</b>	<b>11,600</b>

**COMMUNITY & LEISURE SERVICE  
ESTIMATES  
2016/17**

## 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 initiatives.

### **Summary:**

The Community and Leisure Service is responsible for a wide range of community facilities, initiatives and activities, which include:

Keeping our communities safe, active and healthy, whilst providing them with the opportunity to enjoy the countryside, open spaces, arts and culture. Assisting communities to identify and prioritise their own needs and enable them to take the lead in resolving issues that are important to them.

The Service is managed by the Head of Community and Leisure and comprises the following areas; Parks, Countryside, Sport and Play, Arts and Culture, and Communities.

The main challenge for the service in the forthcoming year is to continue to respond to the “Contribute” section of the Corporate Plan, and our community support ‘offer’ (including Neighbourhood Planning). The service also responds to “Enjoy” through the delivery of a significant number of capital and asset management projects, and adoption and management of new community infrastructure. The service is also developing management plans for sites such as Fishlake Meadow and developing large scale public art commissions such as in Abbotswood and Andover Town Centre. The service is also leading the procurement process for the securing of a long term partner for the management and development of the Leisure Centre Portfolio (including Andover Leisure Centre and Romsey Rapids).

### **Summary Estimates - by Activity**

The net costs of Leisure are expected to decrease from the 2015/16 forecast of £4.115m to £3.607m, for the 2016/17 budget, a net saving of £508,230 year on year. Supplies and Services across all activities are providing savings year on year of £200,360.

## COMMUNITY & LEISURE SERVICE

### SUMMARY ESTIMATES

Principal Activities	Actual 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Community &amp; Leisure Management</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Parks, Countryside &amp; Sport &amp; Play</b>				
Managed Sports Facilities	2,110,872	1,150,180	1,260,490	1,218,230
Outdoor Sports Facilities	1,367,094	334,120	321,230	248,640
Playgrounds	50,763	78,380	116,000	84,600
Sports Development	34,996	36,310	36,620	36,790
Cemeteries	(38,424)	(11,000)	(4,120)	(62,970)
Grounds Maintenance	89,583	67,110	68,930	73,560
Urban Parks and Open Spaces	(1,528,143)	606,630	458,450	382,230
Nature Reserves	106,518	78,810	88,890	92,080
<b>Total - Parks, Countryside &amp; Sport</b>	<b>2,193,259</b>	<b>2,340,540</b>	<b>2,346,490</b>	<b>2,073,160</b>
<b>Community Engagement</b>	<b>1,339,116</b>	<b>1,103,100</b>	<b>1,258,720</b>	<b>1,053,710</b>
<b>Arts &amp; Culture</b>				
Andover Town Summit	11,542	11,480	11,090	10,750
Andover Museum	85,620	0	0	0
Heritage	50,959	61,250	57,510	53,820
Arts Function	29,963	28,590	38,340	35,380
The Lights	335,274	381,000	403,210	380,310
<b>Total - Arts &amp; Culture</b>	<b>513,358</b>	<b>482,320</b>	<b>510,150</b>	<b>480,260</b>
<b>Net Total Expenditure</b>	<b>4,045,733</b>	<b>3,925,960</b>	<b>4,115,360</b>	<b>3,607,130</b>

## SUBJECTIVE SUMMARY

The total expenditure estimate for 2016/17 has significantly reduced against the revised 2015/16 forecast and the 2015/16 original estimates. The variations are decreases in premises costs (£343,340) and reductions in supplies and services (£200,360).

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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	1,246,759	1,183,470	1,196,810	1,220,900
Premises Costs	600,581	832,420	744,040	400,700
Transport Costs	42,088	47,830	48,990	49,300
Supplies & Services	1,112,105	954,200	1,171,130	970,770
Contract Costs	521,317	463,150	463,750	474,040
Support Service Costs	656,050	653,450	655,430	656,760
Capital Financing	2,991,652	914,620	1,040,520	957,010
<b>Total Expenditure</b>	<b>7,170,552</b>	<b>5,049,140</b>	<b>5,320,670</b>	<b>4,729,480</b>
<u>Income</u>				
Fees & Charges Income	(2,722,679)	(726,910)	(807,060)	(716,980)
Recharge Income	(402,140)	(396,270)	(398,250)	(405,370)
<b>Total Income</b>	<b>(3,124,819)</b>	<b>(1,123,180)</b>	<b>(1,205,310)</b>	<b>(1,122,350)</b>
<b>Net Expenditure</b>	<b>4,045,733</b>	<b>3,925,960</b>	<b>4,115,360</b>	<b>3,607,130</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	157,791	152,040	150,710	159,980
Premises Costs	8	0	0	0
Transport Costs	6,306	6,140	7,260	6,540
Supplies & Services	20,711	21,880	24,070	22,610
Support Service Costs	152,114	150,980	150,980	151,010
<b>Total Expenditure</b>	<b>336,930</b>	<b>331,040</b>	<b>333,020</b>	<b>340,140</b>
<u>Income</u>				
Fees & Charges Income	(20)	0	0	0
Recharge Income	(336,910)	(331,040)	(333,020)	(340,140)
<b>Total Income</b>	<b>(336,930)</b>	<b>(331,040)</b>	<b>(333,020)</b>	<b>(340,140)</b>
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</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

Valley Leisure Limited currently run the contract for the managed sports facilities which include Andover Leisure Centre, Romsey Rapids, Romsey Sports Centre, Knightwood Leisure Centre and Charlton Lakeside Pavilion, with the exception of The Sports Academy which is managed by Andover Community Services Ltd.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	91,337	46,990	59,540	29,440
Supplies & Services	11,348	0	57,500	20,000
Management Contract	431,917	453,750	453,750	464,640
Support Service Costs	50,532	48,770	58,280	66,160
Capital Financing	1,527,238	602,670	633,420	639,990
<b>Total Expenditure</b>	<b>2,112,372</b>	<b>1,152,180</b>	<b>1,262,490</b>	<b>1,220,230</b>
<b>Fees &amp; Charges Income</b>	<b>(1,500)</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>(2,000)</b>
<b>Net Expenditure</b>	<b>2,110,872</b>	<b>1,150,180</b>	<b>1,260,490</b>	<b>1,218,230</b>

## OUTDOOR SPORTS FACILITIES

### Purpose

These sites include Charlton Sports and Leisure Centre, Saxon Fields Sports Ground, London Road Sports Ground, Walworth Sports Ground, Hunts Farm Sports Centre and Romsey Sports Centre. Two new sites equipped with football and cricket pitches and pavilions will be adopted in 2016. These are located at Picket Twenty and Augusta Park.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	69,234	42,150	43,040	45,960
Grounds Maintenance Costs	45,414	43,560	43,560	43,560
Other Premises Costs	83,730	127,030	112,380	33,470
Transport Costs	708	1,000	630	1,030
Supplies & Services	17,250	10,080	11,210	10,160
Support Service Costs	31,169	29,800	30,820	28,420
Capital Financing	1,181,901	122,230	121,740	125,880
<b>Total Expenditure</b>	<b>1,429,406</b>	<b>375,850</b>	<b>363,380</b>	<b>288,480</b>
<u>Income</u>				
Fees & Charges Income	(54,232)	(33,650)	(34,070)	(31,760)
Recharge Income	(8,080)	(8,080)	(8,080)	(8,080)
<b>Total Income</b>	<b>(62,312)</b>	<b>(41,730)</b>	<b>(42,150)</b>	<b>(39,840)</b>
<b>Net Expenditure</b>	<b>1,367,094</b>	<b>334,120</b>	<b>321,230</b>	<b>248,640</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 93 sites in Test Valley, for which the Council is responsible for the development and maintenance.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	10,555	27,500	56,100	0
Supplies & Services	1,693	4,970	8,970	8,970
Support Service Costs	6,055	7,160	9,820	6,060
Capital Financing	32,770	39,060	41,420	69,880
<b>Total Expenditure</b>	<b>51,073</b>	<b>78,690</b>	<b>116,310</b>	<b>84,910</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>50,763</b>	<b>78,380</b>	<b>116,000</b>	<b>84,600</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 2016/17 include; launching new sports facilities at Picket Twenty and Augusta Park, supporting coaching schemes (such as walking football and Community Sport), Sports clubs development, coach development, Community Sports Fairs and Sports Awards.

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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	484	0	0	0
Supplies & Services	13,227	14,400	14,410	14,410
Support Service Costs	21,285	21,910	22,210	22,380
<b>Net Expenditure</b>	<b>34,996</b>	<b>36,310</b>	<b>36,620</b>	<b>36,790</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Grounds Maintenance Costs	27,537	26,200	25,750	27,200
Other Premises Costs	7,859	63,050	62,950	7,240
Supplies & Services	9,688	3,790	6,000	4,990
Support Service Costs	26,295	29,510	30,630	28,050
<b>Total Expenditure</b>	<b>71,379</b>	<b>122,550</b>	<b>125,330</b>	<b>67,480</b>
<b>Fees &amp; Charges Income</b>	<b>(109,803)</b>	<b>(133,550)</b>	<b>(129,450)</b>	<b>(130,450)</b>
<b>Net Income</b>	<b>(38,424)</b>	<b>(11,000)</b>	<b>(4,120)</b>	<b>(62,970)</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Grounds Maintenance Costs	98,030	96,420	106,540	108,510
Other Premises Costs	11,575	0	0	0
Supplies & Services	9,208	4,100	4,200	4,200
Support Service Costs	7,420	6,320	7,920	10,580
<b>Total Expenditure</b>	<b>126,233</b>	<b>106,840</b>	<b>118,660</b>	<b>123,290</b>
<b>Fees &amp; Charges Income</b>	<b>(36,650)</b>	<b>(39,730)</b>	<b>(49,730)</b>	<b>(49,730)</b>
<b>Net Expenditure</b>	<b>89,583</b>	<b>67,110</b>	<b>68,930</b>	<b>73,560</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

Under the management of the Parks and Countryside team, over 180 hectares of open space across the borough has been improved for the benefit of residents. Open space is categorised as; formal parks, informal green space, countryside sites and 'green' corridors.

One of the Council's key objectives is to retain 'Green Flag' status for the War Memorial Park in Romsey, Rooksbury Mill in Andover and Valley Park Woodlands.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	145,943	157,740	162,850	171,990
Grounds Maintenance Costs	24,384	23,200	25,200	25,200
Other Premises Costs	40,440	239,960	95,220	8,140
Transport Costs	5,503	7,480	7,940	7,590
Supplies & Services	48,918	49,240	47,910	45,430
Support Service Costs	126,816	143,100	138,270	140,760
Capital Financing	25,355	33,600	28,180	30,810
<b>Total Expenditure</b>	<b>417,359</b>	<b>654,320</b>	<b>505,570</b>	<b>429,920</b>
<b><u>Income</u></b>				
Fees & Charges Income	(1,917,852)	(20,040)	(19,470)	(20,040)
Recharge Income	(27,650)	(27,650)	(27,650)	(27,650)
<b>Total Income</b>	<b>(1,945,502)</b>	<b>(47,690)</b>	<b>(47,120)</b>	<b>(47,690)</b>
<b>Net Expenditure / (Income)</b>	<b>(1,528,143)</b>	<b>606,630</b>	<b>458,450</b>	<b>382,230</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 one of the main priorities of the Council. 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.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	32,807	30,300	31,510	31,050
Grounds Maintenance Costs	34,254	34,810	34,460	35,310
Other Premises Costs	13,365	0	0	0
Transport Costs	2,193	2,720	2,580	2,810
Supplies & Services	15,031	13,520	13,990	13,040
Support Service Costs	31,261	30,380	31,380	33,480
Capital Financing	25,208	7,770	15,660	17,080
<b>Total Expenditure</b>	<b>154,119</b>	<b>119,500</b>	<b>129,580</b>	<b>132,770</b>
<u>Income</u>				
Fees & Charges Income	(18,411)	(11,500)	(11,500)	(11,500)
Recharge Income	(29,190)	(29,190)	(29,190)	(29,190)
<b>Total Income</b>	<b>(47,601)</b>	<b>(40,690)</b>	<b>(40,690)</b>	<b>(40,690)</b>
<b>Net Expenditure</b>	<b>106,518</b>	<b>78,810</b>	<b>88,890</b>	<b>92,080</b>



## COMMUNITY ENGAGEMENT

### Purpose

One of the corporate aims within the Councils 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 / ward based budgets, 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.

As part of the Council's duty under the Crime and Disorder Act (1998) to work in partnership to tackle crime and disorder, and help create safer communities, a priority area of work for the Community Team is to coordinate the development of the Community Safety Plan through the Test Valley partnership. The aim of this plan through a multi-agency approach, is to reduce the level of crime and fear of crime within the Borough.

The Community Engagement officers work alongside the ASB officers to provide activities and projects that will engage young people in positive pastimes and contribute towards the Local Children's Partnership outcomes, and the Supporting Troubled Families national campaign.

The team provide the lead for the Councils 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.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	498,610	479,030	490,240	481,760
Premises Costs	32,282	120	190	180
Transport Costs	25,713	28,690	28,780	29,530
Supplies & Services	562,361	482,830	569,400	477,000
Contract Costs	9,400	9,400	10,000	9,400
Support Service Costs	126,871	114,640	99,350	98,980
Capital Financing	137,607	51,320	137,690	9,360
<b>Total Expenditure</b>	<b>1,392,844</b>	<b>1,166,030</b>	<b>1,335,650</b>	<b>1,106,210</b>
<b>Fees &amp; Charges Income</b>	<b>(53,728)</b>	<b>(62,930)</b>	<b>(76,930)</b>	<b>(52,500)</b>
<b>Net Expenditure</b>	<b>1,339,116</b>	<b>1,103,100</b>	<b>1,258,720</b>	<b>1,053,710</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	100	0	500	0
Supplies & Services	16,667	15,600	16,100	16,100
Support Service Costs	1,550	1,480	1,290	1,450
<b>Total Expenditure</b>	<b>18,317</b>	<b>17,080</b>	<b>17,890</b>	<b>17,550</b>
<b>Fees &amp; Charges Income</b>	<b>(6,775)</b>	<b>(5,600)</b>	<b>(6,800)</b>	<b>(6,800)</b>
<b>Net Expenditure</b>	<b>11,542</b>	<b>11,480</b>	<b>11,090</b>	<b>10,750</b>

## ANDOVER MUSEUM

### Purpose

The Council continues to work closely with Hampshire County Council to promote the use of cultural facilities such as Andover museum.

### Additional Information

The Andover Museum and the Museum of the Iron Age is operated by Hampshire County Council. It provides visitors with a fascinating insight into the history and development of Andover and the surrounding area through the ages.

Until 2014/15 the Museum was jointly funded by the Council and Hampshire County Council. With effect from 2015/16 the Council are no longer making a contribution.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Contract Costs	80,000	0	0	0
Support Service Costs	5,620	0	0	0
<b>Total Expenditure</b>	<b>85,620</b>	<b>0</b>	<b>0</b>	<b>0</b>

## HERITAGE

### 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	0	8,960	8,960	1,460
Transport Costs	1,280	1,280	1,280	1,280
Grants	46,599	47,300	43,340	46,370
Support Service Costs	3,080	3,710	3,930	4,710
<b>Total Expenditure</b>	<b>50,959</b>	<b>61,250</b>	<b>57,510</b>	<b>53,820</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 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. Several large public art commissions at East Anton and Picket Twenty in Andover and Abbotswold in Romsey 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	14,449	15,970	16,710	17,530
Capital Financing Charges	0	0	4,440	4,440
Transport Costs	219	320	320	320
Supplies & Services	48,456	1,150	65,060	1,220
Support Service Costs	13,839	11,150	16,010	11,870
<b>Total Expenditure</b>	<b>76,963</b>	<b>28,590</b>	<b>102,540</b>	<b>35,380</b>
<b>Fees &amp; Charges Income</b>	<b>(47,000)</b>	<b>0</b>	<b>(64,200)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>29,963</b>	<b>28,590</b>	<b>38,340</b>	<b>35,380</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 with music, comedy, dance and theatre and alongside this has established educational, business and community focused activities and is accessible to the entire local community. The venue has a thriving school holiday creative workshop programme and runs regular creative classes for both children and adults, working in partnership with Andover Museum to run an annual children's festival for the town.

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, including the celebration of its tenth anniversary in October 2016.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	327,825	306,240	301,250	312,630
Premises Costs	79,327	94,620	113,190	80,990
Transport Costs	166	200	200	200
Supplies & Services	290,948	285,340	288,970	286,270
Support Service Costs	52,143	54,540	54,540	52,850
Capital Financing	61,573	57,970	57,970	59,570
<b>Total Expenditure</b>	<b>811,982</b>	<b>798,910</b>	<b>816,120</b>	<b>792,510</b>
<b>Fees &amp; Charges Income</b>	<b>(476,708)</b>	<b>(417,910)</b>	<b>(412,910)</b>	<b>(412,200)</b>
<b>Net Expenditure</b>	<b>335,274</b>	<b>381,000</b>	<b>403,210</b>	<b>380,310</b>

**CORPORATE & DEMOCRATIC CORE  
ESTIMATES  
2016/17**

## 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 2016/17 is expected to be £4.147M which is an increase of £131,130 from the original estimate for 2015/16. This is mainly due to an increase in Corporate Management costs and an increase in Non-Distributable costs.

<b>Principal Activities</b>	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b>Corporate Management</b>				
Corporate Management	1,593,942	1,444,900	1,467,550	1,491,740
Delivering Public Services Electronically	37,565	42,070	39,320	44,410
Corporate Public Relations, Information & Consultation	111,787	117,640	97,220	134,850
Emergency Planning	42,519	29,430	29,280	29,500
<b>Net Total Expenditure</b>	<b>1,785,813</b>	<b>1,634,040</b>	<b>1,633,370</b>	<b>1,700,500</b>
<b>Democratic Representation and Management</b>				
Councillors	693,649	721,310	712,150	736,880
Councillor Meetings	385,058	391,340	391,860	407,230
Mayoral Office	90,755	105,460	97,010	100,080
Civic Ceremonies	14,527	6,540	4,540	6,540
Subscriptions	20,756	28,760	28,700	28,700
Representing Local Interests	5,886	5,990	5,990	6,100
Other Democratic Activities	115,143	120,420	117,980	127,760
<b>Net Total Expenditure</b>	<b>1,325,774</b>	<b>1,379,820</b>	<b>1,358,230</b>	<b>1,413,290</b>
<b>Allocated Central Overheads</b>	<b>0</b>	<b>38,000</b>	<b>41,470</b>	<b>1,590</b>
<b>Non-Distributable Costs</b>	<b>18,780</b>	<b>963,660</b>	<b>962,220</b>	<b>1,031,270</b>
<b>Net Total Expenditure</b>	<b>3,130,367</b>	<b>4,015,520</b>	<b>3,995,290</b>	<b>4,146,650</b>



## SUBJECTIVE SUMMARY

	Actual 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<u>Expenditure</u>				
Employee Costs	53,405	969,170	961,630	1,033,180
Premises Costs	24,476	5,810	6,120	5,920
Transport Costs	22,020	34,500	27,000	31,000
Supplies & Services	1,241,823	766,530	850,020	776,630
Support Service Costs	2,466,319	2,528,590	2,528,590	2,632,230
Capital Financing Costs	46,665	46,670	47,690	47,690
<b>Total Expenditure</b>	<b>3,854,708</b>	<b>4,351,270</b>	<b>4,421,050</b>	<b>4,526,650</b>
<u>Income</u>				
Fees & Charges Income	(360,365)	(8,880)	(98,890)	(7,880)
Recharge Income	(363,976)	(326,870)	(326,870)	(372,120)
<b>Total Income</b>	<b>(724,341)</b>	<b>(335,750)</b>	<b>(425,760)</b>	<b>(380,000)</b>
<b>Net Expenditure</b>	<b>3,130,367</b>	<b>4,015,520</b>	<b>3,995,290</b>	<b>4,146,650</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	6,407	5,290	5,500	5,400
Supplies & Services	293,862	117,180	145,790	128,450
Support Service Costs	1,288,389	1,316,160	1,333,710	1,351,620
Capital Financing Costs	6,619	6,620	6,620	6,620
<b>Total Expenditure</b>	<b>1,595,277</b>	<b>1,445,250</b>	<b>1,491,620</b>	<b>1,492,090</b>
<u>Income</u>				
<b>Fees &amp; Charges Income</b>	<b>(1,335)</b>	<b>(350)</b>	<b>(24,070)</b>	<b>(350)</b>
<b>Net Expenditure</b>	<b>1,593,942</b>	<b>1,444,900</b>	<b>1,467,550</b>	<b>1,491,740</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 electronic means. Enhanced electronic delivery 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Supplies & Services	10,200	14,200	11,450	14,200
Support Service Costs	27,365	27,870	27,870	30,210
<b>Total Expenditure</b>	<b>37,565</b>	<b>42,070</b>	<b>39,320</b>	<b>44,410</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 produces 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Supplies & Services	15,623	20,620	16,750	16,500
Support Service Costs	102,899	105,520	87,970	125,850
<b>Total Expenditure</b>	<b>118,522</b>	<b>126,140</b>	<b>104,720</b>	<b>142,350</b>
<b>Fees &amp; Charges Income</b>	<b>(6,735)</b>	<b>(8,500)</b>	<b>(7,500)</b>	<b>(7,500)</b>
<b>Net Expenditure</b>	<b>111,787</b>	<b>117,640</b>	<b>97,220</b>	<b>134,850</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	35,745	750	750	760
Premises Costs	17,992	0	0	0
Transport Costs	2,551	0	0	0
Supplies & Services	338,246	28,400	95,540	28,460
Support Service Costs	260	280	280	280
<b>Total Expenditure</b>	<b>394,794</b>	<b>29,430</b>	<b>96,570</b>	<b>29,500</b>
<b>Fees &amp; Charges Income</b>	<b>(352,275)</b>	<b>0</b>	<b>(67,290)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>42,519</b>	<b>29,430</b>	<b>29,280</b>	<b>29,500</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employees Costs	9,724	13,000	12,000	12,000
Transport Costs	12,500	17,500	10,000	14,000
Supplies & Services	414,095	429,380	428,720	436,340
Support Service Costs	257,330	261,430	261,430	274,540
<b>Total Expenditure</b>	<b>693,649</b>	<b>721,310</b>	<b>712,150</b>	<b>736,880</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 £67,872 in 2016/17.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	0	0	520	0
Supplies & Services	34,960	33,000	31,980	32,500
Support Service Costs	347,408	355,650	355,650	371,020
Capital Financing Costs	2,690	2,690	3,710	3,710
<b>Total Expenditure</b>	<b>385,058</b>	<b>391,340</b>	<b>391,860</b>	<b>407,230</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	2,258	3,000	0	0
Transport Costs	6,969	17,000	17,000	17,000
Supplies & Services	29,640	31,380	25,930	27,040
Support Service Costs	51,888	54,080	54,080	56,040
<b>Total Expenditure</b>	<b>90,755</b>	<b>105,460</b>	<b>97,010</b>	<b>100,080</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Supplies & Services	14,007	6,000	4,000	6,000
Support Service Costs	520	540	540	540
<b>Total Expenditure</b>	<b>14,527</b>	<b>6,540</b>	<b>4,540</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), South East England Councils and the Hampshire & Isle of Wight Association of Local Authorities.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Supplies & Services	20,756	28,760	28,700	28,700
<b>Total Expenditure</b>	<b>20,756</b>	<b>28,760</b>	<b>28,700</b>	<b>28,700</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Support Service Costs	5,886	5,990	5,990	6,100
<b>Total Expenditure</b>	<b>5,886</b>	<b>5,990</b>	<b>5,990</b>	<b>6,100</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	77	520	100	520
Supplies & Services	294	2,240	220	2,200
Support Service Costs	114,772	117,660	117,660	125,040
<b>Total Expenditure</b>	<b>115,143</b>	<b>120,420</b>	<b>117,980</b>	<b>127,760</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 Council. These include activities such as the Health, Safety & Welfare Group, First Aid duties and I.T. Office Experts Group. All Services receive an apportionment of these costs which are distributed on a suitable basis.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	5,678	7,700	5,600	7,700
Supplies & Services	70,140	55,370	60,940	56,240
Support Service Costs	250,822	264,470	264,470	272,440
Capital Financing Costs	37,356	37,360	37,360	37,360
<b>Total Expenditure</b>	<b>363,996</b>	<b>364,900</b>	<b>368,370</b>	<b>373,740</b>
<u>Income</u>				
Fees & Charges Income	(20)	(30)	(30)	(30)
Recharge Income	(363,976)	(326,870)	(326,870)	(372,120)
<b>Total Income</b>	<b>(363,996)</b>	<b>(326,900)</b>	<b>(326,900)</b>	<b>(372,150)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>38,000</b>	<b>41,470</b>	<b>1,590</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	0	944,720	943,280	1,012,720
Support Service Costs	18,780	18,940	18,940	18,550
<b>Total Expenditure</b>	<b>18,780</b>	<b>963,660</b>	<b>962,220</b>	<b>1,031,270</b>

**ENVIRONMENTAL SERVICE  
ESTIMATES  
2016/17**

## ENVIRONMENTAL SERVICE

### **Aim:**

Our aim is to deliver a range of high quality, 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: '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 a range of direct front line services to the public.

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

<b>Principal Activities</b>	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
Grounds Maintenance	1,207,403	1,142,680	1,216,750	1,230,470
Waste and Recycling Collection	2,144,780	2,169,360	2,225,940	2,246,580
Garden Waste Collection	33,636	64,280	20,700	39,290
Street Cleansing	1,127,162	1,198,310	1,169,380	1,192,110
Vehicle Workshop	37,076	53,990	32,390	71,030
Operational Overheads	0	0	4,840	15,710
<b>Net Total Expenditure</b>	<b>4,550,057</b>	<b>4,628,620</b>	<b>4,670,000</b>	<b>4,795,190</b>



## SUBJECTIVE SUMMARY

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	3,603,311	3,613,590	3,680,020	3,758,940
Premises Costs	258,124	219,710	223,020	218,230
Transport Costs	1,534,627	1,725,110	1,633,450	1,649,620
Supplies & Services	950,297	882,930	875,350	811,850
Contract Costs	50,307	45,900	46,460	45,900
Support Service Costs	494,166	513,820	513,820	501,650
Capital Financing	610,419	642,380	664,890	654,320
<b>Total Expenditure</b>	<b>7,501,251</b>	<b>7,643,440</b>	<b>7,637,010</b>	<b>7,640,510</b>
<u>Income</u>				
Fees & Charges Income	(1,500,958)	(1,519,270)	(1,474,640)	(1,313,970)
Recharge Income	(1,450,236)	(1,495,550)	(1,492,370)	(1,531,350)
<b>Total Income</b>	<b>(2,951,194)</b>	<b>(3,014,820)</b>	<b>(2,967,010)</b>	<b>(2,845,320)</b>
<b>Net Expenditure</b>	<b>4,550,057</b>	<b>4,628,620</b>	<b>4,670,000</b>	<b>4,795,190</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 the grounds maintenance functions including mowing, preparation of sports pitches, shrub bed maintenance, planting and maintenance of floral displays, interments and the formal inspections of approximately 90 playgrounds.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	1,021,273	1,039,540	1,024,260	1,028,240
Premises Costs	79,603	70,140	71,020	70,140
Transport Costs	322,919	335,450	361,740	332,400
Supplies & Services	263,229	251,280	252,630	207,350
Contract Costs	24,712	16,830	16,750	16,830
Support Service Costs	77,342	81,610	81,610	80,560
Capital Financing	132,340	118,660	159,880	161,230
<b>Total Expenditure</b>	<b>1,921,418</b>	<b>1,913,510</b>	<b>1,967,890</b>	<b>1,896,750</b>
<u>Income</u>				
Fees & Charges Income	(406,636)	(438,600)	(372,000)	(243,350)
Recharge Income	(307,379)	(332,230)	(379,140)	(422,930)
<b>Total Income</b>	<b>(714,015)</b>	<b>(770,830)</b>	<b>(751,140)</b>	<b>(666,280)</b>
<b>Net Expenditure</b>	<b>1,207,403</b>	<b>1,142,680</b>	<b>1,216,750</b>	<b>1,230,470</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 52,000 properties in the borough and the Council operate eleven waste collection rounds collecting household waste and recycling materials, alternating each week. The Council also provides bulky waste and clinical waste collections, and maintains the network of over 100 local recycling centres.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	1,281,124	1,276,590	1,362,930	1,344,750
Premises Costs	77,022	67,230	65,950	65,200
Transport Costs	531,009	586,510	551,250	571,670
Supplies & Services	361,575	296,850	294,240	292,170
Contract Costs	3,200	0	640	0
Support Service Costs	207,293	214,020	214,020	208,070
Capital Financing	248,709	278,450	262,770	284,720
<b>Total Expenditure</b>	<b>2,709,932</b>	<b>2,719,650</b>	<b>2,751,800</b>	<b>2,766,580</b>
Fees & Charges Income	(561,485)	(550,250)	(525,500)	(520,000)
Recharge Income	(3,667)	(40)	(360)	0
<b>Total Income</b>	<b>(565,152)</b>	<b>(550,290)</b>	<b>(525,860)</b>	<b>(520,000)</b>
<b>Net Expenditure</b>	<b>2,144,780</b>	<b>2,169,360</b>	<b>2,225,940</b>	<b>2,246,580</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

In 2014/15 10,000 households subscribed to the Garden Waste Collection Service which resulted in more than 3,100 tonnes of garden waste being collected for composting.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	170,171	166,230	174,450	173,230
Premises Costs	7,487	6,490	6,340	6,250
Transport Costs	65,961	94,800	81,120	91,850
Supplies & Services	40,856	48,850	49,520	38,730
Support Service Costs	82,956	85,910	85,910	82,870
Capital Financing	35,298	42,000	42,360	42,360
<b>Total Expenditure</b>	<b>402,729</b>	<b>444,280</b>	<b>439,700</b>	<b>435,290</b>
<b>Fees &amp; Charges Income</b>	<b>(369,093)</b>	<b>(380,000)</b>	<b>(419,000)</b>	<b>(396,000)</b>
<b>Net Expenditure</b>	<b>33,636</b>	<b>64,280</b>	<b>20,700</b>	<b>39,290</b>

## STREET CLEANSING

### Purpose

The street cleansing team is responsible for the maintenance of the street scene across the Borough. The team 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. The work is underpinned by education and awareness campaigns that are delivered across the borough.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	715,430	719,040	710,130	752,410
Premises Costs	18,858	15,480	15,560	15,580
Transport Costs	214,987	257,000	247,760	257,780
Supplies & Services	140,100	142,430	145,800	137,280
Contract Costs	22,395	29,070	29,070	29,070
Support Service Costs	64,996	67,790	67,790	66,880
Capital Financing	184,372	199,650	190,180	162,390
<b>Total Expenditure</b>	<b>1,361,138</b>	<b>1,430,460</b>	<b>1,406,290</b>	<b>1,421,390</b>
<u>Income</u>				
Fees & Charges Income	(130,404)	(125,120)	(129,020)	(125,120)
Recharge Income	(103,572)	(107,030)	(107,890)	(104,160)
<b>Total Income</b>	<b>(233,976)</b>	<b>(232,150)</b>	<b>(236,910)</b>	<b>(229,280)</b>
<b>Net Expenditure</b>	<b>1,127,162</b>	<b>1,198,310</b>	<b>1,169,380</b>	<b>1,192,110</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	238,900	245,660	231,920	279,130
Premises Costs	71,960	60,020	61,800	60,710
Transport Costs	17,617	29,070	31,040	25,250
Supplies & Services	83,478	83,340	75,460	73,740
Support Service Costs	37,542	39,650	39,650	40,060
Capital Financing	3,617	3,620	3,620	3,620
<b>Total Expenditure</b>	<b>453,114</b>	<b>461,360</b>	<b>443,490</b>	<b>482,510</b>
<u>Income</u>				
Fees & Charges Income	(33,340)	(25,300)	(29,120)	(29,500)
Recharge Income	(382,698)	(382,070)	(381,980)	(381,980)
<b>Total Income</b>	<b>(416,038)</b>	<b>(407,370)</b>	<b>(411,100)</b>	<b>(411,480)</b>
<b>Net Expenditure</b>	<b>37,076</b>	<b>53,990</b>	<b>32,390</b>	<b>71,030</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Transport Costs	372,947	410,350	348,070	358,350
Supplies & Services	3,177	2,640	2,640	2,640
<b>Total Expenditure</b>	<b>376,124</b>	<b>412,990</b>	<b>350,710</b>	<b>360,990</b>
<u>Income</u>				
Recharge Income	(376,124)	(412,990)	(350,710)	(360,990)
<b>Total Income</b>	<b>(376,124)</b>	<b>(412,990)</b>	<b>(350,710)</b>	<b>(360,990)</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.

### 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	176,413	166,530	176,330	181,180
Premises Costs	3,194	350	2,350	350
Transport Costs	9,187	11,930	12,470	12,320
Supplies & Services	57,882	57,540	55,060	59,940
Support Service Costs	24,037	24,840	24,840	23,210
Capital Financing	6,083	0	6,080	0
<b>Total Expenditure</b>	<b>276,796</b>	<b>261,190</b>	<b>277,130</b>	<b>277,000</b>
<u>Income</u>				
Recharge Income	(276,796)	(261,190)	(272,290)	(261,290)
<b>Total Income</b>	<b>(276,796)</b>	<b>(261,190)</b>	<b>(272,290)</b>	<b>(261,290)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>4,840</b>	<b>15,710</b>



**ESTATES & ECONOMIC DEVELOPMENT  
SERVICE  
ESTIMATES  
2016/17**

## **ESTATES & ECONOMIC DEVELOPMENT SERVICE**

### **Aim:**

To offer Estate 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 activity which contributes 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 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Estates Support Unit</b>	<b>481,143</b>	<b>457,650</b>	<b>371,900</b>	<b>501,190</b>
<b>Property Portfolio</b>				
Andover Market	341,568	(39,340)	(19,410)	(19,410)
Business Park Development	(5,061,638)	(4,979,630)	(4,921,270)	(5,068,570)
Union Street	(89,384)	(86,730)	(75,950)	(77,930)
Chantry Centre	(701,104)	(460,560)	(323,720)	(781,860)
Corporate Properties	41,710	(122,250)	(218,430)	(278,110)
<b>Total - Property Portfolio</b>	<b>(5,468,848)</b>	<b>(5,688,510)</b>	<b>(5,558,780)</b>	<b>(6,225,880)</b>
Economic Development & Promotion	268,937	88,020	143,250	94,150
Promotion of Tourism	98,999	96,860	96,250	95,840
<b>Total Economic Development and Promotion</b>	<b>367,936</b>	<b>184,880</b>	<b>239,500</b>	<b>189,990</b>
<b>Town Centre Management</b>	<b>51,536</b>	<b>51,050</b>	<b>46,510</b>	<b>40,640</b>
<b>Premises Management</b>				
Public Halls	358,436	294,390	369,760	358,790
Leisure Facilities	51,550	41,440	38,910	39,730
Andover Bus Station	1,143	24,020	12,750	(4,620)
Public Conveniences	248,764	203,630	205,880	215,440
Office Accommodation	89,322	40,440	87,590	45,010
Depot Costs	(182)	350	0	90
Andover Magistrates Court	0	0	55,830	38,000
Maintenance Works	199,956	197,870	206,970	225,550
Reactive / Planned Maintenance	0	402,730	400,330	302,730
Building Cleaning	56,745	54,500	53,570	55,740
<b>Total - Premises Management</b>	<b>1,005,734</b>	<b>1,259,370</b>	<b>1,431,590</b>	<b>1,276,460</b>
<b>Net Total Income</b>	<b>(3,562,499)</b>	<b>(3,735,560)</b>	<b>(3,469,280)</b>	<b>(4,217,600)</b>

## SUBJECTIVE SUMMARY

The net income has increased by £482,039 from the 2015/16 original estimate to the 2016/17 original estimate. This is due primarily to the anticipated increase in the Council's share of the rents of the Chantry Centre. Another factor is an increase in rental income for other commercial properties.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	1,092,989	1,090,680	1,038,280	1,185,960
Premises Costs	1,725,708	1,916,990	2,000,920	1,614,210
Transport Costs	34,137	42,930	41,690	43,220
Supplies & Services	985,310	771,240	769,390	752,050
Contract Costs	659,827	536,600	726,820	680,000
Support Service Costs	859,832	878,780	878,780	880,110
Capital Charges	891,793	305,910	406,770	420,460
<b>Total Expenditure</b>	<b>6,249,596</b>	<b>5,543,130</b>	<b>5,862,650</b>	<b>5,576,010</b>
<u>Income</u>				
Fees & Charges Income	(7,298,762)	(6,956,260)	(6,817,160)	(7,338,790)
Recharge Income	(2,513,333)	(2,322,430)	(2,514,770)	(2,454,820)
<b>Total Income</b>	<b>(9,812,095)</b>	<b>(9,278,690)</b>	<b>(9,331,930)</b>	<b>(9,793,610)</b>
<b>Net Income</b>	<b>(3,562,499)</b>	<b>(3,735,560)</b>	<b>(3,469,280)</b>	<b>(4,217,600)</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 2015 the Service was responsible for land and property with a value of around £90M. Rental income generated by these assets is over £6.7M per annum. 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	613,663	628,350	544,660	663,060
Transport Costs	9,915	11,450	9,190	9,970
Supplies & Services	100,198	59,230	59,580	73,660
Support Service Costs	122,288	120,670	120,670	116,550
<b>Total Expenditure</b>	<b>846,064</b>	<b>819,700</b>	<b>734,100</b>	<b>863,240</b>
<b><u>Income</u></b>				
Fees & Charges Income	(2,871)	0	(150)	0
Recharge Income	(362,050)	(362,050)	(362,050)	(362,050)
<b>Total Income</b>	<b>(364,921)</b>	<b>(362,050)</b>	<b>(362,200)</b>	<b>(362,050)</b>
<b>Net Expenditure</b>	<b>481,143</b>	<b>457,650</b>	<b>371,900</b>	<b>501,190</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	9,335	9,900	9,830	9,830
Supplies & Services	25,000	0	0	0
Support Service Costs	10,760	10,760	10,760	10,760
Capital Charges	356,793	0	0	0
<b>Total Expenditure</b>	<b>401,888</b>	<b>20,660</b>	<b>20,590</b>	<b>20,590</b>
<b>Fees &amp; Charges Income</b>	<b>(60,320)</b>	<b>(60,000)</b>	<b>(40,000)</b>	<b>(40,000)</b>
<b>Net Expenditure / (Income)</b>	<b>341,568</b>	<b>(39,340)</b>	<b>(19,410)</b>	<b>(19,410)</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	163,101	196,550	244,820	154,720
Supplies & Services	181,172	196,080	181,430	198,060
Support Service Costs	109,274	112,800	112,800	114,580
Capital Charges	1,934	0	0	0
<b>Total Expenditure</b>	<b>455,481</b>	<b>505,430</b>	<b>539,050</b>	<b>467,360</b>
<b>Fees &amp; Charges Income</b>	<b>(5,517,119)</b>	<b>(5,485,060)</b>	<b>(5,460,320)</b>	<b>(5,535,930)</b>
<b>Net Income</b>	<b>(5,061,638)</b>	<b>(4,979,630)</b>	<b>(4,921,270)</b>	<b>(5,068,570)</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	202	2,950	950	990
Supplies & Services	0	0	2,000	0
Support Service Costs	1,097	1,220	1,220	1,220
<b>Total Expenditure</b>	<b>1,299</b>	<b>4,170</b>	<b>4,170</b>	<b>2,210</b>
<b>Fees &amp; Charges Income</b>	<b>(90,683)</b>	<b>(90,900)</b>	<b>(80,120)</b>	<b>(80,140)</b>
<b>Net Income</b>	<b>(89,384)</b>	<b>(86,730)</b>	<b>(75,950)</b>	<b>(77,930)</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 AXA on behalf of Friends Life Limited.

	Actual 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<u>Expenditure</u>				
Premises Costs	23,998	1,440	33,280	33,940
Support Service Costs	17,732	18,000	18,000	18,200
<b>Total Expenditure</b>	<b>41,730</b>	<b>19,440</b>	<b>51,280</b>	<b>52,140</b>
<b>Fees &amp; Charges Income</b>	<b>(742,834)</b>	<b>(480,000)</b>	<b>(375,000)</b>	<b>(834,000)</b>
<b>Net Income</b>	<b>(701,104)</b>	<b>(460,560)</b>	<b>(323,720)</b>	<b>(781,860)</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	385,240	211,540	142,920	74,160
Supplies & Services	19,017	15,500	10,910	10,500
Support Service Costs	179,903	184,140	184,140	187,580
Capital Charges	85,875	7,780	6,460	9,750
<b>Total Expenditure</b>	<b>670,035</b>	<b>418,960</b>	<b>344,430</b>	<b>281,990</b>
<b>Fees &amp; Charges Income</b>	<b>(628,325)</b>	<b>(541,210)</b>	<b>(562,860)</b>	<b>(560,100)</b>
<b>Net Expenditure / (Income)</b>	<b>41,710</b>	<b>(122,250)</b>	<b>(218,430)</b>	<b>(278,110)</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	2,134	810	660	660
Transport Costs	1,500	1,630	1,530	1,600
Supplies & Services	292,047	165,400	131,260	131,920
Sub-contractor Costs	2,600	10,000	49,620	0
Support Service Costs	10,796	11,180	11,180	10,970
<b>Total Expenditure</b>	<b>309,077</b>	<b>189,020</b>	<b>194,250</b>	<b>145,150</b>
<b>Fees &amp; Charges Income</b>	<b>(40,140)</b>	<b>(101,000)</b>	<b>(51,000)</b>	<b>(51,000)</b>
<b>Net Expenditure</b>	<b>268,937</b>	<b>88,020</b>	<b>143,250</b>	<b>94,150</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	6,334	4,180	4,160	3,410
Transport Costs	1,280	1,280	1,280	1,280
Grants	69,304	69,830	69,690	69,830
Other Supplies & Services	16,889	16,140	15,690	15,880
Support Service Costs	5,192	5,430	5,430	5,440
<b>Total Expenditure</b>	<b>98,999</b>	<b>96,860</b>	<b>96,250</b>	<b>95,840</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	4,202	4,370	4,370	1,500
Grants	46,952	25,680	45,180	19,080
Other Supplies & Services	632	920	0	0
Support Service Costs	19,536	20,080	20,080	20,060
<b>Total Expenditure</b>	<b>71,322</b>	<b>51,050</b>	<b>69,630</b>	<b>40,640</b>
<b>Fees &amp; Charges Income</b>	<b>(19,786)</b>	<b>0</b>	<b>(23,120)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>51,536</b>	<b>51,050</b>	<b>46,510</b>	<b>40,640</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.

Six new community buildings will become the Council's, built by developers as Planning gains over the next few years; three community centres, (two having been adopted in 2014/15) and three sports pavilions. These will be integrated into the Council's property portfolio.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	114,831	106,010	109,240	86,370
Supplies & Services	20,118	10,790	9,910	9,810
Support Service Costs	124,378	124,770	124,770	124,770
Capital Charges	147,398	93,710	180,840	185,840
<b>Total Expenditure</b>	<b>406,725</b>	<b>335,280</b>	<b>424,760</b>	<b>406,790</b>
<b>Fees &amp; Charges Income</b>	<b>(48,289)</b>	<b>(40,890)</b>	<b>(55,000)</b>	<b>(48,000)</b>
<b>Net Expenditure</b>	<b>358,436</b>	<b>294,390</b>	<b>369,760</b>	<b>358,790</b>

## LEISURE FACILITIES

### Purpose

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

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	51,550	41,440	38,910	39,730
<b>Total Expenditure</b>	<b>51,550</b>	<b>41,440</b>	<b>38,910</b>	<b>39,730</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	27,613	64,700	33,630	36,880
Supplies & Services	588	500	9,120	2,000
<b>Total Expenditure</b>	<b>28,201</b>	<b>65,200</b>	<b>42,750</b>	<b>38,880</b>
<b>Fees &amp; Charges Income</b>	<b>(27,058)</b>	<b>(41,180)</b>	<b>(30,000)</b>	<b>(43,500)</b>
<b>Net Expenditure / (Income)</b>	<b>1,143</b>	<b>24,020</b>	<b>12,750</b>	<b>(4,620)</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	55,167	51,420	48,570	54,970
Premises Costs	149,074	141,690	143,500	151,070
Transport Costs	6,220	7,290	7,410	7,530
Supplies & Services	10,062	14,240	14,410	15,180
Support Service Costs	36,813	37,510	37,510	37,590
Capital Charges	49,083	13,400	13,550	13,550
<b>Total Expenditure</b>	<b>306,419</b>	<b>265,550</b>	<b>264,950</b>	<b>279,890</b>
<b>Recharge Income</b>	<b>(57,655)</b>	<b>(61,920)</b>	<b>(59,070)</b>	<b>(64,450)</b>
<b>Net Expenditure</b>	<b>248,764</b>	<b>203,630</b>	<b>205,880</b>	<b>215,440</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 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Duttons Road, Romsey</b>				
<u>Expenditure</u>				
Premises Costs	43,435	0	0	0
Supplies & Services	236	0	250	0
<b>Net Expenditure</b>	<b>43,671</b>	<b>0</b>	<b>250</b>	<b>0</b>
<b>Beech Hurst, Andover</b>				
<u>Expenditure</u>				
Premises Costs	491,411	476,880	541,950	435,220
Supplies & Services	31,538	23,320	26,710	20,810
Contract Costs	21,578	25,000	23,000	25,000
Support Service Costs	11,722	13,000	13,000	12,990
Capital Charges	175,882	114,210	123,360	123,360
<b>Total Expenditure</b>	<b>732,131</b>	<b>652,410</b>	<b>728,020</b>	<b>617,380</b>
<b>Fees &amp; Charges Income</b>	<b>(95,848)</b>	<b>(92,030)</b>	<b>(114,130)</b>	<b>(122,130)</b>
<b>Net Expenditure</b>	<b>636,283</b>	<b>560,380</b>	<b>613,890</b>	<b>495,250</b>
<b>Former Magistrates Court, Romsey</b>				
<u>Expenditure</u>				
Premises Costs	32,677	74,980	71,600	72,400
Supplies & Services	7,795	2,710	4,000	4,000
Capital Charges	7,810	9,820	15,710	15,870
<b>Total Expenditure</b>	<b>48,282</b>	<b>87,510</b>	<b>91,310</b>	<b>92,270</b>
<b>Fees &amp; Charges Income</b>	<b>(21,214)</b>	<b>(23,990)</b>	<b>(23,990)</b>	<b>(23,990)</b>
<b>Net Expenditure</b>	<b>27,068</b>	<b>63,520</b>	<b>67,320</b>	<b>68,280</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 (shown as Recharge Income under General Office Accommodation below).

	<b>Actual 2014/15</b>	<b>Original Estimate 2015/16</b>	<b>Forecast 2015/16</b>	<b>Original Estimate 2016/17</b>
	£	£	£	£
<b>Premises Management</b>				
<u>Expenditure</u>				
Employee Costs	108,178	116,790	107,120	121,630
Transport Costs	340	1,000	300	500
Supplies & Services	6,921	7,040	7,000	5,830
Support Service Costs	23,803	25,730	25,730	25,150
<b>Total Expenditure</b>	<b>139,242</b>	<b>150,560</b>	<b>140,150</b>	<b>153,110</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>(16,018)</b>	<b>(4,700)</b>	<b>(15,110)</b>	<b>(2,150)</b>
<b>General Office Accommodation</b>				
<b>Recharge Income</b>	<b>(601,682)</b>	<b>(578,760)</b>	<b>(578,760)</b>	<b>(516,370)</b>
<b>Net Expenditure</b>	<b>89,322</b>	<b>40,440</b>	<b>87,590</b>	<b>45,010</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	205,857	164,810	163,030	160,320
Supplies & Services	1,051	800	4,550	800
Support Service Costs	5,620	6,250	6,250	6,250
Capital Charges	52,905	52,900	52,900	55,780
<b>Total Expenditure</b>	<b>265,433</b>	<b>224,760</b>	<b>226,730</b>	<b>223,150</b>
<b>Recharge Income</b>	<b>(265,615)</b>	<b>(224,410)</b>	<b>(226,730)</b>	<b>(223,060)</b>
<b>Net Expenditure/(Income)</b>	<b>(182)</b>	<b>350</b>	<b>0</b>	<b>90</b>

## ANDOVER MAGISTRATES COURT

### Purpose

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

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Premises Costs	0	0	45,230	38,000
Supplies & Services	0	0	10,600	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>55,830</b>	<b>38,000</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 deal with reactive repairs and provide an out-of-hours service. The 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	231,833	185,690	232,280	240,720
Premises Costs	14,561	12,010	12,510	12,280
Transport Costs	14,882	20,280	21,980	22,340
Supplies & Services	131,499	140,850	143,820	149,530
Sub-Contractor Costs	606,735	500,000	650,000	650,000
Support Service Costs	130,327	134,950	134,950	135,420
Capital Charges	14,113	14,090	13,950	16,310
<b>Total Expenditure</b>	<b>1,143,950</b>	<b>1,007,870</b>	<b>1,209,490</b>	<b>1,226,600</b>
<u>Income</u>				
Fees and Charges	(2,768)	0	(1,470)	0
Recharge Income	(941,226)	(810,000)	(1,001,050)	(1,001,050)
<b>Total Income</b>	<b>(943,994)</b>	<b>(810,000)</b>	<b>(1,002,520)</b>	<b>(1,001,050)</b>
<b>Net Expenditure</b>	<b>199,956</b>	<b>197,870</b>	<b>206,970</b>	<b>225,550</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

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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Reactive Maintenance	0	402,730	400,330	302,730
<b>Total Expenditure</b>	<b>0</b>	<b>402,730</b>	<b>400,330</b>	<b>302,730</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	84,148	108,430	105,650	105,580
Premises Costs	153	0	0	0
Supplies & Services	24,291	22,210	23,280	25,160
Sub-Contractor Costs	28,914	1,600	4,200	5,000
Support Service Costs	50,591	52,290	52,290	52,580
<b>Total Expenditure</b>	<b>188,097</b>	<b>184,530</b>	<b>185,420</b>	<b>188,320</b>
<u>Income</u>				
Fees and Charges Income	(1,507)	0	0	0
Recharge Income	(129,845)	(130,030)	(131,850)	(132,580)
<b>Total Income</b>	<b>(131,352)</b>	<b>(130,030)</b>	<b>(131,850)</b>	<b>(132,580)</b>
<b>Net Expenditure</b>	<b>56,745</b>	<b>54,500</b>	<b>53,570</b>	<b>55,740</b>



**FINANCE SERVICE  
ESTIMATES  
2016/17**

## 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
Finance Service	31,274	(10,010)	(49,180)	90
<b>Net Total Expenditure / (Income)</b>	<b>31,274</b>	<b>(10,010)</b>	<b>(49,180)</b>	<b>90</b>

## SUBJECTIVE SUMMARY

	<b>Actuals 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	704,923	719,310	697,450	742,390
Transport Costs	5,380	6,500	7,630	7,530
Supplies & Services	37,786	73,950	56,810	68,400
Support Service Costs	140,604	140,180	140,180	132,070
<b>Total Expenditure</b>	<b>888,693</b>	<b>939,940</b>	<b>902,070</b>	<b>950,390</b>
<u>Income</u>				
Fees & Charges Income	(4,474)	(2,820)	(4,120)	(2,820)
Recharge Income	(852,945)	(947,130)	(947,130)	(947,480)
<b>Total Income</b>	<b>(857,419)</b>	<b>(949,950)</b>	<b>(951,250)</b>	<b>(950,300)</b>
<b>Net Expenditure / (Income)</b>	<b>31,274</b>	<b>(10,010)</b>	<b>(49,180)</b>	<b>90</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 16,000 creditor invoices per annum.

	<b>Actuals 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	704,923	719,310	697,450	742,390
Transport Costs	5,380	6,500	7,630	7,530
Supplies & Services	37,786	73,950	56,810	68,400
Support Service Costs	140,604	140,180	140,180	132,070
<b>Total Expenditure</b>	<b>888,693</b>	<b>939,940</b>	<b>902,070</b>	<b>950,390</b>
<u>Income</u>				
Fees & Charges	(4,474)	(2,820)	(4,120)	(2,820)
Recharge Income	(852,945)	(947,130)	(947,130)	(947,480)
<b>Total Income</b>	<b>(857,419)</b>	<b>(949,950)</b>	<b>(951,250)</b>	<b>(950,300)</b>
<b>Net Expenditure/(Income)</b>	<b>31,274</b>	<b>(10,010)</b>	<b>(49,180)</b>	<b>90</b>

**HOUSING & ENVIRONMENTAL HEALTH  
SERVICE ESTIMATES  
2016/17**

## **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, corporate Health & Safety, 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.

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 £2.26M in 2016/17. The main reason for the decrease in net service expenditure from the 2015/16 original figure of £2.567M to £2.257M in the 2016/17 original estimate is a reduction in the Capital Financing costs due to less 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 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Housing Activities</b>				
General Management	0	0	0	0
Housing Options	688,622	704,080	698,060	732,000
Hampshire Home Choice	6,176	4,890	3,150	7,590
Housing Development	419,448	395,640	295,420	156,230
Business Support	0	0	0	300
<b>Total - Housing Activities</b>	<b>1,114,246</b>	<b>1,104,610</b>	<b>996,630</b>	<b>896,120</b>
<b>Health Activities</b>				
Pest Control	105,637	89,730	95,530	85,970
Environmental Protection	254,964	247,030	254,080	255,080
Housing Standards	450,805	684,700	605,390	602,070
Animal Welfare	104,607	96,990	109,120	109,780
Health Protection	341,158	343,660	282,340	308,400
<b>Total - Health Activities</b>	<b>1,257,171</b>	<b>1,462,110</b>	<b>1,346,460</b>	<b>1,361,300</b>
<b>Net Total Expenditure</b>	<b>2,371,417</b>	<b>2,566,720</b>	<b>2,343,090</b>	<b>2,257,420</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	1,659,296	1,514,230	1,509,580	1,578,110
Premises Costs	6,377	9,750	6,560	6,530
Transport Costs	45,845	56,210	45,590	50,940
Supplies & Services	187,285	253,940	289,330	268,300
Transfer Payments	136,857	156,000	152,500	156,000
Support Service Costs	975,355	942,370	954,780	934,580
Capital Financing	984,577	1,215,030	1,069,990	834,990
<b>Total Expenditure</b>	<b>3,995,592</b>	<b>4,147,530</b>	<b>4,028,330</b>	<b>3,829,450</b>
<u>Income</u>				
Fees & Charges Income	(362,739)	(362,310)	(387,630)	(362,780)
Government Grant	(434,155)	(434,160)	(500,850)	(420,000)
Recharge Income	(827,281)	(784,340)	(796,760)	(789,250)
<b>Total Income</b>	<b>(1,624,175)</b>	<b>(1,580,810)</b>	<b>(1,685,240)</b>	<b>(1,572,030)</b>
<b>Net Total Expenditure</b>	<b>2,371,417</b>	<b>2,566,720</b>	<b>2,343,090</b>	<b>2,257,420</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	88,888	82,830	86,130	85,320
Transport Costs	480	440	250	350
Supplies & Services	772	1,300	1,140	310
Support Service Costs	63,949	58,750	58,750	64,910
<b>Total Expenditure</b>	<b>154,089</b>	<b>143,320</b>	<b>146,270</b>	<b>150,890</b>
<b>Recharge Income</b>	<b>(154,089)</b>	<b>(143,320)</b>	<b>(146,270)</b>	<b>(150,890)</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 1,129 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 a housing advice which is aimed at preventing homelessness. During 2014/15, the Council was required to secure accommodation for 46 homeless households. In addition, the team has helped to prevent homelessness in 379 cases during the same year. The figures for the current financial year up until the end of January 2016 are 33 and 281, respectively.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	435,893	370,500	375,100	383,660
Premises Costs	3,756	4,400	4,310	4,320
Transport Costs	8,337	7,390	7,790	7,670
Supplies & Services	(19,531)	46,740	48,180	65,450
Transfer Payments	136,857	156,000	152,500	156,000
Support Service Costs	277,504	267,070	257,660	262,380
Capital Financing	59,927	59,930	59,930	59,930
<b>Total Expenditure</b>	<b>902,743</b>	<b>912,030</b>	<b>905,470</b>	<b>939,410</b>
<u>Income</u>				
Fees & Charges Income	(140,721)	(134,550)	(134,010)	(134,010)
Recharge Income	(73,400)	(73,400)	(73,400)	(73,400)
<b>Total Income</b>	<b>(214,121)</b>	<b>(207,950)</b>	<b>(207,410)</b>	<b>(207,410)</b>
<b>Net Expenditure</b>	<b>688,622</b>	<b>704,080</b>	<b>698,060</b>	<b>732,000</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 Registered Providers (RPs) and this income pays for the manager post and Abrisas 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	51,619	49,580	50,100	52,040
Transport Costs	293	700	700	700
Supplies & Services	41,131	41,600	71,770	41,630
Support Service Costs	3,125	3,010	2,640	3,220
<b>Total Expenditure</b>	<b>96,168</b>	<b>94,890</b>	<b>125,210</b>	<b>97,590</b>
<b>Fees &amp; Charges Income</b>	<b>(89,992)</b>	<b>(90,000)</b>	<b>(122,060)</b>	<b>(90,000)</b>
<b>Net Expenditure</b>	<b>6,176</b>	<b>4,890</b>	<b>3,150</b>	<b>7,590</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 2014/15 our Registered provider partners developed 301 new affordable homes. By December 2014, the Council had exceeded its four year (2011-2014) target of 798 affordable homes, completing a total of 1019 homes.

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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	139,808	126,390	128,640	147,750
Transport Costs	874	1,200	560	1,200
Supplies & Services	8,125	9,940	9,180	10,140
Support Service Costs	39,023	39,010	82,920	58,040
Capital Financing	362,500	350,000	205,000	70,000
<b>Total Expenditure</b>	<b>550,330</b>	<b>526,540</b>	<b>426,300</b>	<b>287,130</b>
<u>Income</u>				
Fees & Charges Income	(32)	(50)	(30)	(50)
Recharge Income	(130,850)	(130,850)	(130,850)	(130,850)
<b>Total Income</b>	<b>(130,882)</b>	<b>(130,900)</b>	<b>(130,880)</b>	<b>(130,900)</b>
<b>Net Expenditure</b>	<b>419,448</b>	<b>395,640</b>	<b>295,420</b>	<b>156,230</b>

## BUSINESS SUPPORT

### Purpose

The administrative support costs of the Housing teams are centralised and managed by the Senior Business Support Officer. The team comprises four officers including the senior post.

### 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	145,250	113,010	117,300	117,990
Transport Costs	998	400	400	400
Supplies & Services	47,469	44,520	49,700	44,810
Support Service Costs	159,645	163,260	163,260	155,630
<b>Total Expenditure</b>	<b>353,362</b>	<b>321,190</b>	<b>330,660</b>	<b>318,830</b>
<b>Recharge Income</b>	<b>(353,362)</b>	<b>(321,190)</b>	<b>(330,660)</b>	<b>(318,530)</b>
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300</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.

### 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	74,865	66,240	77,620	76,840
Premises Costs	2,621	5,350	2,250	2,210
Transport Costs	9,037	13,230	12,090	12,370
Supplies & Services	25,193	20,920	12,760	15,030
Support Service Costs	49,382	48,410	48,380	45,590
Capital Financing	3,077	3,080	3,080	3,080
<b>Total Expenditure</b>	<b>164,175</b>	<b>157,230</b>	<b>156,180</b>	<b>155,120</b>
<b>Fees &amp; Charges Income</b>	<b>(58,538)</b>	<b>(67,500)</b>	<b>(60,650)</b>	<b>(69,150)</b>
<b>Net Expenditure</b>	<b>105,637</b>	<b>89,730</b>	<b>95,530</b>	<b>85,970</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	215,155	210,260	218,440	219,970
Transport Costs	4,436	7,080	4,100	5,000
Supplies & Services	13,280	17,180	17,620	15,140
Support Service Costs	92,571	87,890	86,210	85,950
<b>Total Expenditure</b>	<b>325,442</b>	<b>322,410</b>	<b>326,370</b>	<b>326,060</b>
<u>Income</u>				
Fees & Charges Income	(28,498)	(33,400)	(30,310)	(29,000)
Recharge Income	(41,980)	(41,980)	(41,980)	(41,980)
<b>Total Income</b>	<b>(70,478)</b>	<b>(75,380)</b>	<b>(72,290)</b>	<b>(70,980)</b>
<b>Net Expenditure</b>	<b>254,964</b>	<b>247,030</b>	<b>254,080</b>	<b>255,080</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 Disabled Facilities Grant. 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. These costs are met from the Capital Programme with a corresponding credit made through the Depreciation & Capital Costs account before the amount to be raised from Council Tax is calculated.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b>Expenditure</b>				
Employee Costs	151,572	143,590	142,840	149,650
Transport Costs	5,829	8,770	6,510	8,940
Supplies & Services	30,698	33,270	29,610	32,900
Support Service Costs	141,401	134,880	128,850	132,150
Capital Financing	557,047	800,000	800,000	700,000
<b>Total Expenditure</b>	<b>886,547</b>	<b>1,120,510</b>	<b>1,107,810</b>	<b>1,023,640</b>
<b>Income</b>				
Fees & Charges Income	(1,587)	(1,650)	(1,570)	(1,570)
Government Grant	(434,155)	(434,160)	(500,850)	(420,000)
<b>Total Income</b>	<b>(435,742)</b>	<b>(435,810)</b>	<b>(502,420)</b>	<b>(421,570)</b>
<b>Net Expenditure</b>	<b>450,805</b>	<b>684,700</b>	<b>605,390</b>	<b>602,070</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	35,633	33,120	34,800	34,720
Transport Costs	9,487	8,730	8,190	8,810
Supplies & Services	28,891	24,030	36,390	36,410
Support Service Costs	44,475	42,530	43,540	43,640
Capital Financing	2,026	2,020	1,980	1,980
<b>Total Expenditure</b>	<b>120,512</b>	<b>110,430</b>	<b>124,900</b>	<b>125,560</b>
<u>Income</u>				
Fees & Charges Income	(9,125)	(6,660)	(9,000)	(9,000)
Recharge Income	(6,780)	(6,780)	(6,780)	(6,780)
<b>Total Income</b>	<b>(15,905)</b>	<b>(13,440)</b>	<b>(15,780)</b>	<b>(15,780)</b>
<b>Net Expenditure</b>	<b>104,607</b>	<b>96,990</b>	<b>109,120</b>	<b>109,780</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. It also oversees the Council's compliance with its duty holder responsibilities under the Health & Safety at Work etc. Act 1974.

### 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	320,613	318,710	278,610	310,170
Transport Costs	6,074	8,270	5,000	5,500
Supplies & Services	11,257	14,440	12,980	6,480
Support Service Costs	104,280	97,560	82,570	83,070
<b>Total Expenditure</b>	<b>442,224</b>	<b>438,980</b>	<b>379,160</b>	<b>405,220</b>
<u>Income</u>				
Fees & Charges Income	(34,246)	(28,500)	(30,000)	(30,000)
Recharge Income	(66,820)	(66,820)	(66,820)	(66,820)
<b>Total Income</b>	<b>(101,066)</b>	<b>(95,320)</b>	<b>(96,820)</b>	<b>(96,820)</b>
<b>Net Expenditure</b>	<b>341,158</b>	<b>343,660</b>	<b>282,340</b>	<b>308,400</b>

**I.T. SERVICE  
ESTIMATES  
2016/17**

## I.T. SERVICE

**Aim:**

To provide a secure and sustainable 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.

Since 2011 the cost centre hierarchy within the IT Service has reflected different functional areas of the department, enabling a clearer view as to the cost of that particular function. This ensures that the impact of the shared service with Winchester City Council can be monitored transparently. Therefore the management function and centralised expenses are shown separately from the other operational delivery functions shown below.

From 2012 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. This has enabled each authority to make significant savings. In addition to the staff and assets, the systems and applications (including 3rd party), are being considered for rationalisation and consolidation, where feasible and appropriate. This should realise further benefits and savings from economies of scale.

The IT strategy sets out plans to maximise capacity, performance and availability to drive further savings and efficiencies using smart technology and effective 4G Network coverage. This promotes better ways of working to support and maximise business productivity.

**Summary Estimates - by Activity**

<b>Principal Activities</b>	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
Management Team	(680,774)	(710,000)	(683,390)	(640,370)
Service Desk	17,686	(6,600)	(13,030)	(5,780)
Infrastructure	415,033	387,820	401,970	404,170
Corporate Services	291,212	320,350	245,450	232,820
<b>Net Total Expenditure / (Income)</b>	<b>43,157</b>	<b>(8,430)</b>	<b>(49,000)</b>	<b>(9,160)</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	842,286	774,420	760,560	645,230
Premises Costs	81	120	170	120
Transport Costs	8,914	10,390	9,870	9,820
Supplies & Services	451,333	504,860	476,890	499,220
Support Service Costs	149,056	150,770	150,770	144,480
Capital Charges	145,076	103,900	114,360	105,670
<b>Total Expenditure</b>	<b>1,596,746</b>	<b>1,544,460</b>	<b>1,512,620</b>	<b>1,404,540</b>
<u>Income</u>				
Fees & Charges Income	(98,300)	(90,670)	(99,710)	(98,670)
Recharge Income	(1,455,289)	(1,462,220)	(1,461,910)	(1,315,030)
<b>Total Income</b>	<b>(1,553,589)</b>	<b>(1,552,890)</b>	<b>(1,561,620)</b>	<b>(1,413,700)</b>
<b>Net Expenditure / (Income)</b>	<b>43,157</b>	<b>(8,430)</b>	<b>(49,000)</b>	<b>(9,160)</b>

## MANAGEMENT TEAM

### Purpose

The IT Service management team sets the Council's information and technology 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 for managing the ongoing support and maintenance 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 challenge 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. The development, maintenance and management of the Continual Service Improvement Programme (CSIP) should also produce savings.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	281,252	256,910	292,740	196,700
Transport Costs	5,760	6,500	6,680	6,680
Supplies & Services	17,084	29,500	23,400	29,440
Support Service Costs	107,270	107,880	107,880	104,730
Capital Charges	139,344	103,900	100,600	91,910
<b>Total Expenditure</b>	<b>550,710</b>	<b>504,690</b>	<b>531,300</b>	<b>429,460</b>
<u>Income</u>				
Fees & Charges Income	(41,405)	(40,270)	(40,270)	(40,270)
Recharge Income	(1,190,079)	(1,174,420)	(1,174,420)	(1,029,560)
<b>Total Income</b>	<b>(1,231,484)</b>	<b>(1,214,690)</b>	<b>(1,214,690)</b>	<b>(1,069,830)</b>
<b>Net Income</b>	<b>(680,774)</b>	<b>(710,000)</b>	<b>(683,390)</b>	<b>(640,370)</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	137,667	133,110	134,770	141,170
Transport Costs	976	1,380	1,380	1,380
Supplies & Services	899	1,460	1,370	1,400
Support Service Costs	11,895	12,290	12,290	11,410
<b>Total Expenditure</b>	<b>151,437</b>	<b>148,240</b>	<b>149,810</b>	<b>155,360</b>
<u>Income</u>				
Fees & Charges Income	(41,326)	(49,000)	(57,000)	(57,000)
Recharge Income	(92,425)	(105,840)	(105,840)	(104,140)
<b>Total Income</b>	<b>(133,751)</b>	<b>(154,840)</b>	<b>(162,840)</b>	<b>(161,140)</b>
<b>Net Expenditure / (Income)</b>	<b>17,686</b>	<b>(6,600)</b>	<b>(13,030)</b>	<b>(5,780)</b>

## INFRASTRUCTURE

### Purpose

Infrastructure / operations expenditure provides the core support to all users of 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, 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.

Supplies and services expenditure covers the costs associated with maintaining and developing the IT hardware, network and communications infrastructure with links to all Council sites and external sources.

	<b>Actual</b> <b>2014/15</b> £	<b>Original</b> <b>Estimate</b> <b>2015/16</b> £	<b>Forecast</b> <b>2015/16</b> £	<b>Original</b> <b>Estimate</b> <b>2016/17</b> £
<u>Expenditure</u>				
Employee Costs	207,662	186,280	163,160	187,670
Premises Costs	0	0	80	0
Transport Costs	1,970	1,380	1,380	1,380
Supplies & Services	188,468	188,670	212,100	190,760
Support Service Costs	11,201	11,490	11,490	10,600
Capital Charges	5,732	0	13,760	13,760
<b>Total Expenditure</b>	<b>415,033</b>	<b>387,820</b>	<b>401,970</b>	<b>404,170</b>



## CORPORATE SERVICES

### Purpose

Provides the core support to all users for the IT systems used by Test Valley and Winchester. The team delivers business applications development and support functions, including GIS services, web development and database administration and performance monitoring. In many cases this involves working closely with suppliers to upgrade systems and ensure the IT systems are fully maintained to supported levels.

### Additional Information

The Business Development Team are responsible for ensuring all core business applications are fit for purpose for its shared service customers. It also delivers bespoke development and support functions including full GIS services, web development, database administration and application performance monitoring.

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.

This team is responsible for contract administration, ensuring that agreements with partners and suppliers meet agreed service levels and ensure contractual obligations are met.

Corporate security and Public Services Network security standards and technical architecture are within the team's functional responsibility.

The team makes a significant contribution to the 'Change Control' process in conjunction with the Service Support Team, leading the Change Advisory Board.

All corporate software, licensing and systems are administered and managed. This includes Microsoft Office tools, Geographical Information System and document management systems, and the central telephone system.

	<b>Actual</b> <b>2014/15</b> <b>£</b>	<b>Original</b> <b>Estimate</b> <b>2015/16</b> <b>£</b>	<b>Forecast</b> <b>2015/16</b> <b>£</b>	<b>Original</b> <b>Estimate</b> <b>2016/17</b> <b>£</b>
<u>Expenditure</u>				
Employee Costs	215,705	198,120	169,890	119,690
Premises Costs	81	120	90	120
Transport Costs	208	1,130	430	380
Supplies & Services	244,882	285,230	240,020	277,620
Support Service Costs	18,690	19,110	19,110	17,740
<b>Total Expenditure</b>	<b>479,566</b>	<b>503,710</b>	<b>429,540</b>	<b>415,550</b>
<u>Income</u>				
Fees & Charges Income	(15,569)	(1,400)	(2,440)	(1,400)
Recharge Income	(172,785)	(181,960)	(181,650)	(181,330)
<b>Total Income</b>	<b>(188,354)</b>	<b>(183,360)</b>	<b>(184,090)</b>	<b>(182,730)</b>
<b>Net Expenditure</b>	<b>291,212</b>	<b>320,350</b>	<b>245,450</b>	<b>232,820</b>

**LEGAL & DEMOCRATIC SERVICE  
ESTIMATES  
2016/17**

## 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.

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.

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 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Legal</b>				
Legal Function	68,384	3,200	(8,380)	19,680
Land Charges	(123,779)	(120,700)	(45,360)	(134,040)
<b>Total - Legal</b>	<b>(55,395)</b>	<b>(117,500)</b>	<b>(53,740)</b>	<b>(114,360)</b>
<b>Democratic</b>				
Council Elections	252,047	410,740	409,910	285,040
Registration of Electors	148,320	156,210	159,380	169,340
<b>Total - Democratic</b>	<b>400,367</b>	<b>566,950</b>	<b>569,290</b>	<b>454,380</b>
<b>Licensing</b>				
Betting, Gaming & Lotteries	23,953	23,910	24,770	25,440
Alcohol & Entertainment Licensing	(40,170)	(20,490)	(16,440)	(33,490)
Scrap Metal Dealer Licences	2,263	2,020	2,220	(2,380)
Hackney Carriages & Private Hire Vehicles	(2,816)	3,600	5,130	2,330
<b>Total - Licensing</b>	<b>(16,770)</b>	<b>9,040</b>	<b>15,680</b>	<b>(8,100)</b>
<b>Net Total Expenditure</b>	<b>328,202</b>	<b>458,490</b>	<b>531,230</b>	<b>331,920</b>

## SUBJECTIVE SUMMARY

The total expenditure estimate has decreased by £273,390 from the forecast 2015/16 estimate to the original 2016/17 estimate. This is primarily due to the forecast 2015/16 estimate including additional expenditure for the planned Elections in May 2015 and one off legal costs in respect of Local Land Charges.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	918,665	888,090	885,550	930,950
Premises Costs	26,263	39,520	27,590	24,580
Transport Costs	19,515	19,380	19,890	17,320
Supplies & Services	439,770	688,530	724,650	407,370
Support Service Costs	423,439	432,060	432,060	436,130
<b>Total Expenditure</b>	<b>1,827,652</b>	<b>2,067,580</b>	<b>2,089,740</b>	<b>1,816,350</b>
<u>Income</u>				
Fees & Charges Income	(745,220)	(825,550)	(774,970)	(670,000)
Recharge Income	(754,230)	(783,540)	(783,540)	(814,430)
<b>Total Income</b>	<b>(1,499,450)</b>	<b>(1,609,090)</b>	<b>(1,558,510)</b>	<b>(1,484,430)</b>
<b>Net Expenditure</b>	<b>328,202</b>	<b>458,490</b>	<b>531,230</b>	<b>331,920</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.

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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	630,073	609,410	601,650	644,500
Premises Costs	28	0	0	0
Transport Costs	7,127	7,250	7,770	7,770
Supplies & Services	59,549	48,420	54,080	51,160
Support Service Costs	148,976	147,220	147,220	139,470
<b>Total Expenditure</b>	<b>845,753</b>	<b>812,300</b>	<b>810,720</b>	<b>842,900</b>
<b><u>Income</u></b>				
Fees & Charges Income	(56,799)	(30,000)	(40,000)	(30,000)
Recharge Income	(720,570)	(779,100)	(779,100)	(793,220)
<b>Total Income</b>	<b>(777,369)</b>	<b>(809,100)</b>	<b>(819,100)</b>	<b>(823,220)</b>
<b>Net Expenditure / (Income)</b>	<b>68,384</b>	<b>3,200</b>	<b>(8,380)</b>	<b>19,680</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.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	47,568	44,650	45,770	46,540
Transport Costs	203	200	200	200
Supplies & Services	64,853	53,940	147,760	58,540
Support Service Costs	34,139	35,910	35,910	35,680
<b>Total Expenditure</b>	<b>146,763</b>	<b>134,700</b>	<b>229,640</b>	<b>140,960</b>
<b>Fees &amp; Charges Income</b>	<b>(270,542)</b>	<b>(255,400)</b>	<b>(275,000)</b>	<b>(275,000)</b>
<b>Net Income</b>	<b>(123,779)</b>	<b>(120,700)</b>	<b>(45,360)</b>	<b>(134,040)</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. The Police & Crime Commissioner election will take place on Thursday 5 May 2016, with an EU Referendum on 23 June 2016.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	124,468	140,840	140,620	145,590
Premises Costs	26,235	39,520	27,590	24,580
Transport Costs	6,351	8,350	8,520	5,850
Supplies & Services	191,486	470,580	399,020	175,180
Support Service Costs	102,043	105,360	105,360	115,080
<b>Total Expenditure</b>	<b>450,583</b>	<b>764,650</b>	<b>681,110</b>	<b>466,280</b>
<b><u>Income</u></b>				
Fees & Charges Income	(196,516)	(353,650)	(270,940)	(180,000)
Recharge Income	(2,020)	(260)	(260)	(1,240)
<b>Total Income</b>	<b>(198,536)</b>	<b>(353,910)</b>	<b>(271,200)</b>	<b>(181,240)</b>
<b>Net Expenditure</b>	<b>252,047</b>	<b>410,740</b>	<b>409,910</b>	<b>285,040</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	21,000	4,820	9,280	4,280
Transport Costs	5,245	3,000	3,000	3,000
Supplies & Services	108,894	93,310	107,250	105,070
Support Service Costs	73,208	76,080	76,080	78,490
<b>Total Expenditure</b>	<b>208,347</b>	<b>177,210</b>	<b>195,610</b>	<b>190,840</b>
<b>Fees &amp; Charges Income</b>	<b>(60,027)</b>	<b>(21,000)</b>	<b>(36,230)</b>	<b>(21,500)</b>
<b>Net Expenditure</b>	<b>148,320</b>	<b>156,210</b>	<b>159,380</b>	<b>169,340</b>



## BETTING, GAMING AND LOTTERIES

### Purpose

The Council is required to maintain a register of permits issued for small lottery registrations and gaming permits. 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employees Costs	5,236	5,160	5,050	5,090
Supplies & Services	130	130	100	100
Support Service Costs	32,427	33,620	33,620	34,250
<b>Total Expenditure</b>	<b>37,793</b>	<b>38,910</b>	<b>38,770</b>	<b>39,440</b>
<b>Fees &amp; Charges Income</b>	<b>(13,840)</b>	<b>(15,000)</b>	<b>(14,000)</b>	<b>(14,000)</b>
<b>Net Expenditure</b>	<b>23,953</b>	<b>23,910</b>	<b>24,770</b>	<b>25,440</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	60,117	52,580	53,910	55,510
Transport Costs	502	500	400	500
Supplies & Services	3,049	4,920	3,740	4,420
Support Service Costs	17,847	18,430	18,430	17,920
<b>Total Expenditure</b>	<b>81,515</b>	<b>76,430</b>	<b>76,480</b>	<b>78,350</b>
<u>Income</u>				
Fees & Charges Income	(95,795)	(93,500)	(89,500)	(95,500)
Recharge Income	(25,890)	(3,420)	(3,420)	(16,340)
<b>Total Income</b>	<b>(121,685)</b>	<b>(96,920)</b>	<b>(92,920)</b>	<b>(111,840)</b>
<b>Net Income</b>	<b>(40,170)</b>	<b>(20,490)</b>	<b>(16,440)</b>	<b>(33,490)</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	2,566	2,400	2,490	2,500
Transport Costs	0	30	0	0
Supplies & Services	81	90	30	120
<b>Total Expenditure</b>	<b>2,647</b>	<b>2,520</b>	<b>2,520</b>	<b>2,620</b>
<b>Fees &amp; Charges Income</b>	<b>(384)</b>	<b>(500)</b>	<b>(300)</b>	<b>(5,000)</b>
<b>Net Expenditure / (Income)</b>	<b>2,263</b>	<b>2,020</b>	<b>2,220</b>	<b>(2,380)</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 75 operators.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	27,637	28,230	26,780	26,940
Transport Costs	87	50	0	0
Supplies & Services	11,728	17,140	12,670	12,780
Support Service Costs	14,799	15,440	15,440	15,240
<b>Total Expenditure</b>	<b>54,251</b>	<b>60,860</b>	<b>54,890</b>	<b>54,960</b>
<u>Income</u>				
Fees & Charges Income	(51,317)	(56,500)	(49,000)	(49,000)
Recharge Income	(5,750)	(760)	(760)	(3,630)
<b>Total Income</b>	<b>(57,067)</b>	<b>(57,260)</b>	<b>(49,760)</b>	<b>(52,630)</b>
<b>Net Expenditure / (Income)</b>	<b>(2,816)</b>	<b>3,600</b>	<b>5,130</b>	<b>2,330</b>

**PLANNING & BUILDING SERVICE  
ESTIMATES  
2016/17**

## 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.

The key challenges for the coming year will be maintaining excellent performance in deciding planning and building regulation applications within government targets, and active promotion of the use of electronic facilities. Improving performance in dealing with pre-application work will also represent a significant challenge.

All activities within the service form part of the costs of the Planning & Building Portfolio.

<b>Principal Activities</b>	<b>Actual 2014/15</b>	<b>Original Estimate 2015/16</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
Development Control & Enforcement	967,140	1,020,630	1,375,230	1,050,180
Building Control	100,359	61,520	68,320	73,050
<b>Net Total Expenditure</b>	<b>1,067,499</b>	<b>1,082,150</b>	<b>1,443,550</b>	<b>1,123,230</b>

## SUBJECTIVE SUMMARY

The net expenditure forecast for 2015/16 shows an increase of £361,400 from the original 2015/16 estimate which is mainly due to an increase of planning appeal cases.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	1,728,639	1,721,940	1,801,050	1,781,650
Premises Costs	728	600	630	610
Transport Costs	41,556	44,340	42,600	41,610
Supplies & Services	309,834	215,560	483,770	213,200
Support Service Costs	886,244	896,450	896,450	881,800
Capital Charges	9,080	9,080	9,080	9,080
<b>Total Expenditure</b>	<b>2,976,081</b>	<b>2,887,970</b>	<b>3,233,580</b>	<b>2,927,950</b>
<u>Income</u>				
Fees & Charges Income	(1,828,362)	(1,725,600)	(1,709,810)	(1,724,500)
Recharge Income	(80,220)	(80,220)	(80,220)	(80,220)
<b>Total Income</b>	<b>(1,908,582)</b>	<b>(1,805,820)</b>	<b>(1,790,030)</b>	<b>(1,804,720)</b>
<b>Net Total Expenditure</b>	<b>1,067,499</b>	<b>1,082,150</b>	<b>1,443,550</b>	<b>1,123,230</b>

## DEVELOPMENT CONTROL AND ENFORCEMENT

### Purpose

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

### Additional Information

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

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	1,407,583	1,421,390	1,489,850	1,462,040
Premises Costs	728	600	630	610
Transport Costs	18,008	18,800	18,800	18,800
Other Supplies & Services	284,884	176,910	447,320	176,350
Support Service Costs	821,399	828,650	828,650	817,100
<b>Total Expenditure</b>	<b>2,532,602</b>	<b>2,446,350</b>	<b>2,785,250</b>	<b>2,474,900</b>
<u>Income</u>				
Fees & Charges Income	(1,485,242)	(1,345,500)	(1,329,800)	(1,344,500)
Recharge Income	(80,220)	(80,220)	(80,220)	(80,220)
<b>Total Income</b>	<b>(1,565,462)</b>	<b>(1,425,720)</b>	<b>(1,410,020)</b>	<b>(1,424,720)</b>
<b>Net Expenditure</b>	<b>967,140</b>	<b>1,020,630</b>	<b>1,375,230</b>	<b>1,050,180</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	321,056	300,550	311,200	319,610
Transport Costs	23,548	25,540	23,800	22,810
Supplies & Services	24,950	38,650	36,450	36,850
Support Service Costs	64,845	67,800	67,800	64,700
Capital Charges	9,080	9,080	9,080	9,080
<b>Total Expenditure</b>	<b>443,479</b>	<b>441,620</b>	<b>448,330</b>	<b>453,050</b>
<u>Income</u>				
Fees & Charges Income	(343,120)	(380,100)	(380,010)	(380,000)
<b>Total Income</b>	<b>(343,120)</b>	<b>(380,100)</b>	<b>(380,010)</b>	<b>(380,000)</b>
<b>Net Expenditure</b>	<b>100,359</b>	<b>61,520</b>	<b>68,320</b>	<b>73,050</b>

**PLANNING POLICY & TRANSPORT  
SERVICE ESTIMATES  
2016/17**

## PLANNING POLICY & TRANSPORT SERVICE

### Aims:

To conserve, enhance and improve the environment of Test Valley and ensure that all new development is of a high quality. 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 under the Local Development Framework. 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 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 the Council's responsibilities for street naming and numbering.

### Summary Estimates - by Activity

Principal Activities	Actual 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Planning Policy</b>				
Planning Policy	848,539	798,660	847,700	841,380
Local Development Framework	136,281	193,770	300,670	126,690
Climate Change	110	0	14,310	0
<b>Total - Planning Policy</b>	<b>984,930</b>	<b>992,430</b>	<b>1,162,680</b>	<b>968,070</b>
<b>Transportation</b>				
Engineers	36,042	36,840	48,270	58,630
Highways	45,889	86,460	89,260	62,560
Parking	(1,117,081)	(1,145,630)	(1,271,520)	(1,317,970)
Community Transport	49,610	52,000	52,000	52,000
<b>Total - Transportation</b>	<b>(985,540)</b>	<b>(970,330)</b>	<b>(1,081,990)</b>	<b>(1,144,780)</b>
<b>Net Total Expenditure / (Income)</b>	<b>(610)</b>	<b>22,100</b>	<b>80,690</b>	<b>(176,710)</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	1,476,820	1,387,820	1,456,000	1,484,850
Premises Costs	711,784	744,390	750,260	731,730
Transport Costs	36,124	36,190	34,990	28,070
Supplies & Services	528,160	628,280	744,190	563,690
Transfer Payments	49,610	52,000	52,000	52,000
Support Service Costs	605,518	615,930	615,930	604,570
Capital Financing	205,028	49,070	49,740	68,870
<b>Total Expenditure</b>	<b>3,613,044</b>	<b>3,513,680</b>	<b>3,703,110</b>	<b>3,533,780</b>
<u>Income</u>				
Fees & Charges Income	(3,084,674)	(2,962,600)	(3,093,440)	(3,181,510)
Recharge Income	(528,980)	(528,980)	(528,980)	(528,980)
<b>Total Income</b>	<b>(3,613,654)</b>	<b>(3,491,580)</b>	<b>(3,622,420)</b>	<b>(3,710,490)</b>
<b>Net Total Expenditure / (Income)</b>	<b>(610)</b>	<b>22,100</b>	<b>80,690</b>	<b>(176,710)</b>

## PLANNING POLICY, DESIGN AND CONSERVATION

### Purpose

The primary purpose of the team is to prepare the statutory Local Development Framework in accordance with Government requirements. The Framework has significance 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 year will be implementing the Revised Local Plan Development Plan Document. 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 and Picket Twenty (Andover) and Abbotswood (Romsey) are under construction. The Policy Team lead the officer working group which is co-ordinating the work of the Council in implementing the section 106 agreements. In 2016/17 progress will be made on delivering the allocations contained in the Revised Local Plan.

The Community Infrastructure Levy (CIL) has been adopted and is scheduled to be implemented in July 2016. Five parishes have formally started the Neighbourhood Planning process. In 2016/17 more parishes will come forward to create their own neighbourhood plan.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b>Expenditure</b>				
Employee Costs	745,292	691,020	727,900	734,270
Premises Costs	90	280	430	450
Transport Costs	17,370	14,520	14,320	9,090
Grants	48,126	48,630	48,470	48,840
Other Supplies & Services	66,200	70,600	83,300	79,840
Support Service Costs	242,409	243,980	243,980	239,560
<b>Total Expenditure</b>	<b>1,119,487</b>	<b>1,069,030</b>	<b>1,118,400</b>	<b>1,112,050</b>
<b>Income</b>				
Fees & Charges Income	(1,038)	(460)	(790)	(760)
Recharge Income	(269,910)	(269,910)	(269,910)	(269,910)
<b>Total Income</b>	<b>(270,948)</b>	<b>(270,370)</b>	<b>(270,700)</b>	<b>(270,670)</b>
<b>Net Expenditure</b>	<b>848,539</b>	<b>798,660</b>	<b>847,700</b>	<b>841,380</b>

## LOCAL DEVELOPMENT FRAMEWORK

### Purpose

The Local Development Framework (LDF) is the process for preparing the Local Development Plan. The LDF comprises of a number of documents including; the Revised Borough Local Plan DPD, Gypsy & Traveller DPD, Statement of Community Involvement, Local Development Scheme and Supplementary Planning Documents (SPD). An Annual Monitoring Report (AMR) to monitor progress is also produced.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	37,849	15,020	26,290	27,570
Transport Costs	429	120	190	230
Supplies & Services	88,927	169,620	265,180	91,140
Support Service Costs	9,326	9,310	9,310	8,250
<b>Total Expenditure</b>	<b>136,531</b>	<b>194,070</b>	<b>300,970</b>	<b>127,190</b>
<b>Fees &amp; Charges Income</b>	<b>(250)</b>	<b>(300)</b>	<b>(300)</b>	<b>(500)</b>
<b>Net Expenditure</b>	<b>136,281</b>	<b>193,770</b>	<b>300,670</b>	<b>126,690</b>

## PLANNING POLICY CLIMATE CHANGE

### **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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Supplies & Services	110	0	14,310	0
<b>Total Expenditure</b>	<b>110</b>	<b>0</b>	<b>14,310</b>	<b>0</b>

## ENGINEERS

### Purpose

The principal function of the project engineers' team is the delivery of transport schemes in the Borough on behalf of the County Council; plus the Council's 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 is also responsible for the maintenance of street nameplates.

### Additional Information

The Council has agreements with Hampshire County Council to provide transport advice on planning applications and traffic management. The latter includes consulting on and confirming new on-street regulations.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b>Expenditure</b>				
Employee Costs	378,836	369,640	380,680	398,140
Premises Costs	976	720	750	740
Transport Costs	14,008	16,340	15,660	15,600
Supplies & Services	15,258	19,920	20,420	16,770
Support Service Costs	50,141	52,180	52,180	49,560
Capital Financing	22,823	22,820	23,490	33,730
<b>Total Expenditure</b>	<b>482,042</b>	<b>481,620</b>	<b>493,180</b>	<b>514,540</b>
<b>Income</b>				
Fees & Charges Income	(189,040)	(187,820)	(187,950)	(198,950)
Recharge Income	(256,960)	(256,960)	(256,960)	(256,960)
<b>Total Income</b>	<b>(446,000)</b>	<b>(444,780)</b>	<b>(444,910)</b>	<b>(455,910)</b>
<b>Net Expenditure</b>	<b>36,042</b>	<b>36,840</b>	<b>48,270</b>	<b>58,630</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. It also includes the feasibility, design, costing, project management and delivery of Capital Schemes.

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 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Highways: Non-Agency</b>				
<u>Expenditure</u>				
Premises Costs	42,053	62,330	72,000	44,400
Support Service Costs	22,254	22,640	22,640	22,650
<b>Total Expenditure</b>	<b>64,307</b>	<b>84,970</b>	<b>94,640</b>	<b>67,050</b>
<b>Fees &amp; Charges Income</b>	<b>(16,990)</b>	<b>(17,000)</b>	<b>(17,000)</b>	<b>(17,000)</b>
<b>Net Expenditure</b>	<b>47,317</b>	<b>67,970</b>	<b>77,640</b>	<b>50,050</b>

## HIGHWAYS (Cont.)

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b>Highways: Agency</b>				
<u>Expenditure</u>				
Premises Costs	129,100	129,100	129,900	129,900
Supplies & Services	27,862	21,000	21,000	21,000
Support Service Costs	178,489	179,670	179,670	180,510
<b>Total Expenditure</b>	<b>335,451</b>	<b>329,770</b>	<b>330,570</b>	<b>331,410</b>
<b>Fees &amp; Charges Income</b>	<b>(336,879)</b>	<b>(311,280)</b>	<b>(318,950)</b>	<b>(318,900)</b>
<b>Net Expenditure / (Income)</b>	<b>(1,428)</b>	<b>18,490</b>	<b>11,620</b>	<b>12,510</b>
<b>Net Expenditure for Highways</b>	<b>45,889</b>	<b>86,460</b>	<b>89,260</b>	<b>62,560</b>

## PARKING

### Purpose

The Parking team manages the provision of the Council's car parks and the 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 2,962 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	314,843	312,140	321,130	324,870
Premises Costs	539,565	551,960	547,180	556,240
Transport Costs	4,317	5,210	4,820	3,150
Supplies & Services	281,677	298,510	291,510	306,100
Support Service Costs	102,899	108,150	108,150	104,040
Capital Financing	182,205	26,250	26,250	35,140
<b>Total Expenditure</b>	<b>1,425,506</b>	<b>1,302,220</b>	<b>1,299,040</b>	<b>1,329,540</b>
<u>Income</u>				
Fees & Charges Income	(2,540,477)	(2,445,740)	(2,568,450)	(2,645,400)
Recharge Income	(2,110)	(2,110)	(2,110)	(2,110)
<b>Total Income</b>	<b>(2,542,587)</b>	<b>(2,447,850)</b>	<b>(2,570,560)</b>	<b>(2,647,510)</b>
<b>Net Income</b>	<b>(1,117,081)</b>	<b>(1,145,630)</b>	<b>(1,271,520)</b>	<b>(1,317,970)</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Transfer Payments	49,610	52,000	52,000	52,000
<b>Total Expenditure</b>	<b>49,610</b>	<b>52,000</b>	<b>52,000</b>	<b>52,000</b>

**REVENUES SERVICE  
ESTIMATES  
2016/17**

## 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, 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 £334,550 between the forecasted 2015/16 and original 2016/17 estimates.

<b>Principal Activities</b>	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
Head of Revenues	70,704	42,850	0	0
Local Taxation Services	398,430	437,880	452,910	685,410
Council Tax Support Administration	125,975	359,130	364,080	396,870
Benefit Fraud	69,572	35,560	23,890	0
Council Tax Benefit	(67,307)	0	0	0
Housing Benefit - Homelessness	6,658	11,250	10,000	10,000
Housing Benefit - Rent Allowances	(308,452)	(211,250)	(500,000)	(360,000)
Housing Benefit - Rent Allowances Administration	437,194	306,010	315,520	220,770
Customer Services Unit	26,674	(12,820)	(43,760)	4,140
<b>Net Total Expenditure</b>	<b>759,448</b>	<b>968,610</b>	<b>622,640</b>	<b>957,190</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	2,017,699	1,993,650	1,918,000	2,026,200
Transport Costs	14,639	9,100	9,100	11,060
Supplies & Services	633,622	666,030	827,770	651,190
Transfer Payments	30,114,070	31,425,000	30,570,000	30,920,000
Support Service Costs	674,474	686,340	686,330	653,390
<b>Total Expenditure</b>	<b>33,454,504</b>	<b>34,780,120</b>	<b>34,011,200</b>	<b>34,261,840</b>
<u>Income</u>				
Fees & Charges	(346,125)	(216,200)	(207,000)	(212,000)
Subsidy Income	(31,185,433)	(32,388,750)	(31,975,000)	(31,956,000)
Other Government Grants	(199,732)	(213,000)	(213,000)	(186,000)
Recharge Income	(963,766)	(993,560)	(993,560)	(950,650)
<b>Total Income</b>	<b>(32,695,056)</b>	<b>(33,811,510)</b>	<b>(33,388,560)</b>	<b>(33,304,650)</b>
<b>Net Total Expenditure</b>	<b>759,448</b>	<b>968,610</b>	<b>622,640</b>	<b>957,190</b>



## HEAD OF REVENUES

### Purpose

This cost centre provides a framework within which the diverse activities of the service are managed.

### Additional Information

The Head of Revenues' post was filled on a shared basis with Winchester City Council until 30th November 2014. Under this arrangement all costs were shared equally between the two Councils.

From 1st December 2014 the Head of Revenues' role has returned to being filled internally, on a split basis between two officers on an interim basis until 31st March 2017. The costs of those officers are shown in the appropriate pages in this section.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	24,787	0	0	0
Supplies & Services	444	270	0	0
Support Service Costs	45,473	42,580	0	0
<b>Total Expenditure</b>	<b>70,704</b>	<b>42,850</b>	<b>0</b>	<b>0</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	514,856	500,390	490,760	609,100
Transport Costs	3,237	2,820	2,820	3,600
Supplies & Services	195,536	172,980	164,110	155,460
Support Service Costs	161,695	166,690	190,220	314,250
<b>Total Expenditure</b>	<b>875,324</b>	<b>842,880</b>	<b>847,910</b>	<b>1,082,410</b>
<u>Income</u>				
Government Grant	(199,732)	(189,000)	(189,000)	(186,000)
Fees & Charges Income	(277,162)	(216,000)	(206,000)	(211,000)
<b>Total Income</b>	<b>(476,894)</b>	<b>(405,000)</b>	<b>(395,000)</b>	<b>(397,000)</b>
<b>Net Expenditure</b>	<b>398,430</b>	<b>437,880</b>	<b>452,910</b>	<b>685,410</b>

## COUNCIL TAX SUPPORT ADMINISTRATION

### Purpose

The Council has a statutory obligation 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

The income (shown below) is the Council Tax Support subsidy paid by the Department for Work & Pensions to the Council for the administration of the Council Tax Support scheme. This is calculated on the caseload of the Council, i.e. the number of residents receiving Council Tax Support.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	344,883	371,520	364,370	330,740
Transport Costs	4,899	2,100	2,100	2,680
Supplies & Services	27,179	38,980	38,840	38,070
Support Service Costs	57,141	58,630	70,870	97,380
<b>Total Expenditure</b>	<b>434,102</b>	<b>471,230</b>	<b>476,180</b>	<b>468,870</b>
<u>Income</u>				
Subsidy Income	(308,127)	(88,100)	(88,100)	(72,000)
Other Government Grant	0	(24,000)	(24,000)	0
<b>Total Income</b>	<b>(308,127)</b>	<b>(112,100)</b>	<b>(112,100)</b>	<b>(72,000)</b>
<b>Net Expenditure</b>	<b>125,975</b>	<b>359,130</b>	<b>364,080</b>	<b>396,870</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	54,614	20,790	12,460	0
Transport Costs	48	40	0	0
Supplies & Services	6,398	4,370	2,120	0
Support Service Costs	10,168	10,560	10,310	0
<b>Total Expenditure</b>	<b>71,228</b>	<b>35,760</b>	<b>24,890</b>	<b>0</b>
<b>Fees &amp; Charges Income</b>	<b>(1,656)</b>	<b>(200)</b>	<b>(1,000)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>69,572</b>	<b>35,560</b>	<b>23,890</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 continues to recover amounts that were overpaid to claimants while the scheme operated. This amount is difficult to estimate and is expected to reduce over time. This has been replaced by a new Council Tax Support scheme.

	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b>Fees &amp; Charges</b>	(67,307)	0	0	0
<b>Net Income</b>	<b>(67,307)</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b>Homelessness Benefit Paid</b>	<b>14,403</b>	<b>25,000</b>	<b>20,000</b>	<b>20,000</b>
<b>Subsidy Income</b>	<b>(7,745)</b>	<b>(13,750)</b>	<b>(10,000)</b>	<b>(10,000)</b>
<b>Net Expenditure</b>	<b>6,658</b>	<b>11,250</b>	<b>10,000</b>	<b>10,000</b>

## 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Bad Debt Provision	246,826	303,750	455,000	310,000
Housing Benefit Rent Allowances	30,099,667	31,400,000	30,550,000	30,900,000
<b>Total Expenditure</b>	<b>30,346,493</b>	<b>31,703,750</b>	<b>31,005,000</b>	<b>31,210,000</b>
<b>Subsidy Income &amp; Recoveries</b>	<b>(30,654,945)</b>	<b>(31,915,000)</b>	<b>(31,505,000)</b>	<b>(31,570,000)</b>
<b>Net Income</b>	<b>(308,452)</b>	<b>(211,250)</b>	<b>(500,000)</b>	<b>(360,000)</b>

## HOUSING BENEFIT - RENT ALLOWANCES ADMINISTRATION

### Purpose

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

### 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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	364,835	379,580	379,180	377,920
Transport Costs	5,006	2,140	2,180	2,780
Supplies and Services	48,260	55,850	58,670	57,400
Support Service Costs	233,709	240,340	247,390	87,670
<b>Total Expenditure</b>	<b>651,810</b>	<b>677,910</b>	<b>687,420</b>	<b>525,770</b>
<u>Income</u>				
Court Fees	0	0	0	(1,000)
Subsidy Income	(214,616)	(371,900)	(371,900)	(304,000)
<b>Total Income</b>	<b>(214,616)</b>	<b>(371,900)</b>	<b>(371,900)</b>	<b>(305,000)</b>
<b>Net Expenditure</b>	<b>437,194</b>	<b>306,010</b>	<b>315,520</b>	<b>220,770</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<u>Expenditure</u>				
Employee Costs	713,724	721,370	671,230	708,440
Transport Costs	1,449	2,000	2,000	2,000
Supplies & Services	108,979	89,830	109,030	90,260
Support Service Costs	166,288	167,540	167,540	154,090
<b>Total Expenditure</b>	<b>990,440</b>	<b>980,740</b>	<b>949,800</b>	<b>954,790</b>
<b>Recharge Income</b>	<b>(963,766)</b>	<b>(993,560)</b>	<b>(993,560)</b>	<b>(950,650)</b>
<b>Net Expenditure / (Income)</b>	<b>26,674</b>	<b>(12,820)</b>	<b>(43,760)</b>	<b>4,140</b>

**CAPITAL PROGRAMME**  
**2015/16 - 2017/18**

## **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 2016/17 was presented to Cabinet on 10th February 2016 and subsequently approved by Council on 25th 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 the three year cycle 2015/16 to 2017/18 is expected to spend £12.028M and will draw £3.850M from capital reserves. There are additional unidentified schemes which would increase the total spend to £17.138M and increase the draw from capital reserves to £7.150M.

If all capital receipts and identified schemes expenditure are incurred as shown on the following pages, there will be a deficit of around £7.2M 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

	<b>Forecast Estimate 2015/16 £'000</b>	<b>Original Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>
<b>IDENTIFIED SCHEMES</b>			
<b>CAPITAL EXPENDITURE</b>			
Asset Management Projects	1,785.3	1,378.4	0.0
Community & Leisure Estates	1,362.1	413.9	30.0
Housing & Environmental Health I.T.	1,778.1	2,739.0	0.0
	950.0	700.0	65.0
Planning Policy & Transport	19.7	28.8	0.0
Affordable Housing	369.5	133.4	0.0
	135.0	140.0	0.0
<b>Total Approved Projects</b>	<b>6,399.7</b>	<b>5,533.5</b>	<b>95.0</b>
<b>CAPITAL FINANCING</b>			
Capital Grants	500.8	420.0	0.0
General Fund Capital Receipts	585.8	50.0	50.0
Capital Contributions	3,948.5	2,239.0	384.1
<b>Total</b>	<b>5,035.1</b>	<b>2,709.0</b>	<b>434.1</b>
Required draw from / (contribution to) Balances	1,364.6	2,824.5	(339.1)
<b>Total Financing</b>	<b>6,399.7</b>	<b>5,533.5</b>	<b>95.0</b>

## GENERAL FUND CAPITAL PROGRAMME AND FINANCING

### SUMMARY ESTIMATES

	<b>Forecast Estimate 2015/16 £'000</b>	<b>Original Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>
<b>UNIDENTIFIED SCHEMES</b>			
<b>CAPITAL EXPENDITURE</b>			
Community & Leisure	0.0	150.0	150.0
Estates & Economic Development	3,000.0	0.0	0.0
Affordable Housing	0.0	1,809.7	0.0
<b>Total</b>	<b>3,000.0</b>	<b>1,959.7</b>	<b>150.0</b>
<b>CAPITAL FINANCING</b>			
Capital Grants	0.0	0.0	0.0
General Fund Capital Receipts	0.0	1,809.7	0.0
Capital Contributions	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>1,809.7</b>	<b>0.0</b>
Required draw from / (contribution to) Balances	3,000.0	150.0	150.0
<b>Total Financing</b>	<b>3,000.0</b>	<b>1,959.7</b>	<b>150.0</b>

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

<b>Scheme</b>	<b>Forecast Estimate 2015/16 £'000</b>	<b>Original Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>
Land and Property Projects	1,106.7	1,035.0	
Vehicle and Plant Projects	594.3	305.4	
IT Equipment Projects	84.3	38.0	
<b>Total Approved Projects</b>	<b>1,785.3</b>	<b>1,378.4</b>	<b>0.0</b>

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

<b>Scheme</b>	<b>Actual Expenditure to 2014/15 £'000</b>	<b>Forecast Estimate 2015/16 £'000</b>	<b>Original Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>
Play Areas - Development of Sites		94.8		
Re-locate "Youth In Romsey"	18.3	464.3		
Grants to Voluntary Organisations		14.5		
Romsey War Memorial Park Kiosk	15.9	237.1		
Romsey Waterways	18.6	2.4	9.0	
Urban Realm (Lights - Bus Station Access)			35.0	
Vigo Road Performance Space	70.6	2.2		
Urban Sport Facility - Andover	131.1		8.9	
Tadburn Meadows Nature Reserve		57.7		
John Hanson School Hockey Pitch		60.0		
Knightwood All-weather Pitch		89.0		
Charlton Sports Centre Overflow Parking		46.0		
Romsey War Memorial Park Entrance	0.9	34.1		
MUGA Saxon Fields		60.0		
MUGA Picket Twenty			155.0	
Play Areas Picket Twenty/Urban Park			176.0	
Valley Park Woodland			30.0	30.0
Fishlake Meadows		50.0		
Community Asset Fund		150.0		
<b>Total Approved Projects</b>	<b>255.4</b>	<b>1,362.1</b>	<b>413.9</b>	<b>30.0</b>
Community Asset Fund Projects (not yet identified)			150.0	150.0
<b>Total Community &amp; Leisure Capital programme</b>	<b>255.4</b>	<b>1,362.1</b>	<b>563.9</b>	<b>180.0</b>

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

Scheme	Actual Expenditure to 2014/15 £'000	Forecast Estimate 2015/16 £'000	Original Estimate 2016/17 £'000	Original Estimate 2017/18 £'000
Contribution to Rural Broadband	123.4	61.6		
Purchase/Refurbish Former Romsey Magistrates Court	467.4	9.2		
Refurbishment of Crosfield Hall Annexe	89.2	21.3		
Purchase of Andover Magistrates Court		561.0		
Chantry Centre Enhancement			250.0	
Hampshire Community Bank		125.0	375.0	
Walworth Business Park Investment		1,000.0	2,114.0	
<b>Total Approved Projects</b>	<b>680.0</b>	<b>1,778.1</b>	<b>2,739.0</b>	<b>0.0</b>
Purchase of investment properties - yet to be identified		3,000.0		
<b>Total Estates Capital programme</b>	<b>680.0</b>	<b>4,778.1</b>	<b>2,739.0</b>	<b>0.0</b>



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

<b>Scheme</b>	<b>Forecast Estimate 2015/16 £'000</b>	<b>Original Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>
Renovations and Minor Works Grants	150.0	100.0	6.9
Disabled Facilities Grants	800.0	600.0	58.1
<b>Total Approved Projects</b>	<b>950.0</b>	<b>700.0</b>	<b>65.0</b>

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

<b>Scheme</b>	<b>Actual Expenditure to 2014/15 £'000</b>	<b>Forecast Estimate 2015/16 £'000</b>	<b>Original Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>
Oracle Cluster	36.3	3.1		
Upgrade Email Exchange	27.2	7.8		
Sharepoint Server	12.0	2.2	16.8	
Document Management System - Building Control		6.6		
HPSN2 Resilient Link			12.0	
<b>Total Approved Projects</b>	<b>75.5</b>	<b>19.7</b>	<b>28.8</b>	<b>0.0</b>

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

<b>Scheme</b>	<b>Actual Expenditure to 2014/15 £'000</b>	<b>Forecast Estimate 2015/16 £'000</b>	<b>Original Estimate 2016/17 £'000</b>	<b>Original Estimate 2017/18 £'000</b>
Pay on Foot - Andover Multi Storey Car Park		29.1		
Romsey Town Centre Enhancement		150.0		
Romsey Rapids' Car Park	248.4	13.8		
Land to the West of Romsey Abbey	1.0	106.0		
Romsey Coach Parking		45.0		
Town Mill Access & Environmental Enhancement		0.6	133.4	
CEO Handheld Device Upgrade		12.0		
Car Parking Andover Mag. Ct(The Hub)		13.0		
<b>Total Approved Projects</b>	<b>249.4</b>	<b>369.5</b>	<b>133.4</b>	<b>0.0</b>

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

Scheme	Forecast Estimate 2015/16 £'000	Original Estimate 2016/17 £'000	Original Estimate 2017/18 £'000
<u>Testway Covenant</u>			
Rosalind House, Stockbridge		140.0	
Braishfield Road, Braishfield	135.0		
<b>Total Approved Projects</b>	<b>135.0</b>	<b>140.0</b>	<b>0.0</b>
Approved budget for schemes yet to be identified		631.7	
Ringfenced Right-To-Buy receipts		1,178.0	
<b>Total Housing Capital Programme</b>	<b>135.0</b>	<b>1,949.7</b>	<b>0.0</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 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
Leader's	276,916	236,030	209,270	233,500
Community & Leisure	4,045,733	3,925,960	4,115,360	3,607,130
Corporate	3,295,553	4,208,710	4,212,570	4,204,840
Economic	(3,156,887)	(3,058,530)	(3,221,820)	(3,623,250)
Environmental	4,550,167	4,628,620	4,684,310	4,795,190
Housing & Environmental Health	2,729,853	2,861,110	2,712,850	2,616,210
Planning & Transport	(720)	22,100	66,380	(176,710)
Planning & Building	1,067,499	1,082,150	1,443,550	1,123,230
<b>Total - All Portfolios</b>	<b>12,808,114</b>	<b>13,906,150</b>	<b>14,222,470</b>	<b>12,780,140</b>

## PORTFOLIO REVENUE INFORMATION

LEADER'S PORTFOLIO	Actual 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Chief Executive's Office</b>				
Chief Executive's Office	38,250	(6,350)	(2,960)	(51,410)
Human Resources Service	6,715	(8,170)	(18,810)	4,600
Human Resources Function	(865)	6,500	9,850	11,600
<b>Total Expenditure</b>	<b>44,100</b>	<b>(8,020)</b>	<b>(11,920)</b>	<b>(35,210)</b>
<b>Corporate &amp; Democratic Core</b>				
Corporate Public Relations, Information & Consultation	111,787	117,640	97,220	134,850
Representing Local Interests	5,886	5,990	5,990	6,100
Other Democratic Activities	115,143	120,420	117,980	127,760
<b>Total Expenditure</b>	<b>232,816</b>	<b>244,050</b>	<b>221,190</b>	<b>268,710</b>
<b>Net Revenue Expenditure for LEADER'S PORTFOLIO</b>	<b>276,916</b>	<b>236,030</b>	<b>209,270</b>	<b>233,500</b>

## PORTFOLIO REVENUE INFORMATION

<b>COMMUNITY &amp; LEISURE PORTFOLIO</b>	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b>Community &amp; Leisure</b>				
Management & Support	0	0	0	0
Managed Sports Facilities	2,110,872	1,150,180	1,260,490	1,218,230
Outdoor Sports Facilities	1,367,094	334,120	321,230	248,640
Playgrounds	50,763	78,380	116,000	84,600
Sports Development	34,996	36,310	36,620	36,790
Cemeteries	(38,424)	(11,000)	(4,120)	(62,970)
Grounds Maintenance	89,583	67,110	68,930	73,560
Urban Parks & Open Spaces	(1,528,143)	606,630	458,450	382,230
Nature Reserves	106,518	78,810	88,890	92,080
Community Engagement	1,339,116	1,103,100	1,258,720	1,053,710
Andover Town Summit	11,542	11,480	11,090	10,750
Andover Museum	85,620	0	0	0
Heritage	50,959	61,250	57,510	53,820
Arts Function	29,963	28,590	38,340	35,380
The Lights	335,274	381,000	403,210	380,310
<b>Total Expenditure</b>	<b>4,045,733</b>	<b>3,925,960</b>	<b>4,115,360</b>	<b>3,607,130</b>
<b>Net Revenue Expenditure for COMMUNITY &amp; LEISURE PORTFOLIO</b>	<b>4,045,733</b>	<b>3,925,960</b>	<b>4,115,360</b>	<b>3,607,130</b>



## PORTFOLIO REVENUE INFORMATION

CORPORATE PORTFOLIO	Actual 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Corporate &amp; Democratic Core</b>				
Corporate Management	1,587,133	1,438,070	1,460,720	1,484,890
Delivering Public Services				
Electronically	44,373	48,900	46,150	51,260
Emergency Planning	42,519	29,430	29,280	29,500
Councillors	693,649	721,310	712,150	736,880
Councillor Meetings	385,058	391,340	391,860	407,230
Mayoral Office	90,755	105,460	97,010	100,080
Civic Ceremonies	14,527	6,540	4,540	6,540
Subscriptions	20,756	28,760	28,700	28,700
Allocated Central Overheads	0	38,000	41,470	1,590
Non-Distributable Costs	18,780	963,660	962,220	1,031,270
<b>Total Expenditure</b>	<b>2,897,550</b>	<b>3,771,470</b>	<b>3,774,100</b>	<b>3,877,940</b>
<b>Information Technology</b>				
Management Team	(680,774)	(710,000)	(683,390)	(640,370)
Service Desk	17,686	(6,600)	(13,030)	(5,780)
Infrastructure	415,033	387,820	401,970	404,170
Corporate Services	291,212	320,350	245,450	232,820
<b>Total Expenditure / (Income)</b>	<b>43,157</b>	<b>(8,430)</b>	<b>(49,000)</b>	<b>(9,160)</b>
<b>Revenues Service</b>				
Customer Services Unit	26,675	(12,820)	(43,760)	4,140
<b>Total Expenditure / (Income)</b>	<b>26,675</b>	<b>(12,820)</b>	<b>(43,760)</b>	<b>4,140</b>
<b>Sub-total Expenditure c/f</b>	<b>2,967,382</b>	<b>3,750,220</b>	<b>3,681,340</b>	<b>3,872,920</b>

## PORTFOLIO REVENUE INFORMATION

CORPORATE PORTFOLIO (cont)	Actual 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Sub-total Expenditure b/f</b>	<b>2,967,382</b>	<b>3,750,220</b>	<b>3,681,340</b>	<b>3,872,920</b>
<b>Legal &amp; Democratic</b>				
Legal Function	68,354	3,200	(8,380)	19,680
Land Charges	(123,779)	(120,700)	(45,360)	(134,040)
Council Elections	252,047	410,740	409,910	285,040
Registration Of Electors	148,319	156,210	159,380	169,340
Lotteries, Amusements & Gaming Permits	23,953	23,910	24,770	25,440
Alcohol & Entertainment Licensing	(40,171)	(20,490)	(16,440)	(33,490)
Scrap Metal Dealer Licences	2,263	2,020	2,220	(2,380)
Hackney Carriages & Private Hire Vehicles	(2,815)	3,600	5,130	2,330
<b>Total Expenditure</b>	<b>328,171</b>	<b>458,490</b>	<b>531,230</b>	<b>331,920</b>
 <b>Net Revenue Expenditure for CORPORATE PORTFOLIO</b>	 <b>3,295,553</b>	 <b>4,208,710</b>	 <b>4,212,570</b>	 <b>4,204,840</b>

## PORTFOLIO REVENUE INFORMATION

ECONOMIC PORTFOLIO	Actual 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Estates</b>				
Estates Support Unit	481,143	457,650	371,900	501,190
Andover Market	341,568	(39,340)	(19,410)	(19,410)
Business Park Development	(5,061,638)	(4,979,630)	(4,921,270)	(5,068,570)
Union Street	(89,384)	(86,730)	(75,950)	(77,930)
Chantry Centre	(701,104)	(460,560)	(323,720)	(781,860)
Andover Bus Station	1,143	24,020	12,750	(4,620)
Andover Magistrates Court	0	0	55,830	38,000
Corporate Properties	41,710	(122,250)	(218,430)	(278,110)
Economic Development & Promotion	268,937	88,020	143,250	94,150
Promotion of Tourism	98,999	96,860	96,250	95,840
Town Centre Management	51,536	51,050	46,510	40,640
Public Conveniences	248,764	203,630	205,880	215,440
Office Accommodation	89,322	40,440	87,590	45,010
Depot Costs	(182)	350	0	90
Building Maintenance	199,956	197,870	206,970	225,550
Maintenance Works	0	402,730	400,330	302,730
Building Cleaning	56,745	54,500	53,570	55,740
Leisure Facilities	51,550	41,440	38,910	39,730
<b>Total Expenditure / (Income)</b>	<b>(3,920,935)</b>	<b>(4,029,950)</b>	<b>(3,839,040)</b>	<b>(4,576,390)</b>
<b>Finance</b>				
Finance Service	31,274	(10,010)	(49,180)	90
<b>Total Expenditure / (Income)</b>	<b>31,274</b>	<b>(10,010)</b>	<b>(49,180)</b>	<b>90</b>
<b>Revenues</b>				
Head Of Revenues	70,704	42,850	0	0
Local Taxation Services	398,430	437,880	452,910	685,410
Council Tax Support Administration	125,975	359,130	364,080	396,870
Benefit Fraud	69,572	35,560	23,890	0
Council Tax Benefit	(67,307)	0	0	0
Housing Benefit - Homelessness	6,658	11,250	10,000	10,000
Housing Benefit - Rent Allowances	(308,452)	(211,250)	(500,000)	(360,000)
Housing Benefit - Rent Allowances Administration	437,194	306,010	315,520	220,770
<b>Total Expenditure</b>	<b>732,774</b>	<b>981,430</b>	<b>666,400</b>	<b>953,050</b>
<b>Net Revenue Income for ECONOMIC PORTFOLIO</b>	<b>(3,156,887)</b>	<b>(3,058,530)</b>	<b>(3,221,820)</b>	<b>(3,623,250)</b>

## PORTFOLIO REVENUE INFORMATION

ENVIRONMENTAL PORTFOLIO	Actual 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Environmental Service</b>				
Grounds Maintenance	1,207,403	1,142,680	1,216,750	1,230,470
Waste Collection	2,144,780	2,169,360	2,225,940	2,246,580
Garden Waste Collection	33,636	64,280	20,700	39,290
Street Cleansing	1,127,162	1,198,310	1,169,380	1,192,110
Vehicle Workshop (inc Fuel)	37,076	53,990	32,390	71,030
Operational Overheads	0	0	4,840	15,710
<b>Total Expenditure</b>	<b>4,550,057</b>	<b>4,628,620</b>	<b>4,670,000</b>	<b>4,795,190</b>
<b>Planning Policy &amp; Transport</b>				
Planning Policy Climate Change	110	0	14,310	0
<b>Total Expenditure</b>	<b>110</b>	<b>0</b>	<b>14,310</b>	<b>0</b>
<b>Net Revenue Expenditure for ENVIRONMENTAL PORTFOLIO</b>	<b>4,550,167</b>	<b>4,628,620</b>	<b>4,684,310</b>	<b>4,795,190</b>

## PORTFOLIO REVENUE INFORMATION

<b>HOUSING &amp; ENVIRONMENTAL HEALTH PORTFOLIO</b>	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b>Housing &amp; Environmental Health</b>				
General Management	0	0	0	0
Housing Options	688,622	704,080	698,060	732,000
Hampshire Home Choice	6,176	4,890	3,150	7,590
Housing Development	419,448	395,640	295,420	156,230
Business Support	0	0	0	300
Pest Control	105,637	89,730	95,530	85,970
Environmental Protection	254,964	247,030	254,080	255,080
Housing Standards	450,805	684,700	605,390	602,070
Animal Welfare	104,607	96,990	109,120	109,780
Health Protection	341,158	343,660	282,340	308,400
<b>Total Expenditure</b>	<b>2,371,417</b>	<b>2,566,720</b>	<b>2,343,090</b>	<b>2,257,420</b>
<b>Estates</b>				
Public Halls	358,436	294,390	369,760	358,790
<b>Total Expenditure</b>	<b>358,436</b>	<b>294,390</b>	<b>369,760</b>	<b>358,790</b>
<b>Net Revenue Expenditure for HOUSING &amp; ENVIRONMENTAL HEALTH PORTFOLIO</b>	<b>2,729,853</b>	<b>2,861,110</b>	<b>2,712,850</b>	<b>2,616,210</b>

## PORTFOLIO REVENUE INFORMATION

PLANNING AND TRANSPORT PORTFOLIO	Actual 2014/15 £	Original Estimate 2015/16 £	Forecast 2015/16 £	Original Estimate 2016/17 £
<b>Planning Policy &amp; Transport</b>				
Planning Policy	848,539	798,660	847,700	841,380
Local Development Framework	136,281	193,770	300,670	126,690
Engineers	36,042	36,840	48,270	58,630
Highways	45,889	86,460	89,260	62,560
Parking	(1,117,081)	(1,145,630)	(1,271,520)	(1,317,970)
Community Transport	49,610	52,000	52,000	52,000
<b>Total Expenditure</b>	<b>(720)</b>	<b>22,100</b>	<b>66,380</b>	<b>(176,710)</b>
<b>Net Revenue Expenditure / (Income) for PLANNING AND TRANSPORT PORTFOLIO</b>	<b>(720)</b>	<b>22,100</b>	<b>66,380</b>	<b>(176,710)</b>

## PORTFOLIO REVENUE INFORMATION

<b>PLANNING AND BUILDING PORTFOLIO</b>	<b>Actual 2014/15 £</b>	<b>Original Estimate 2015/16 £</b>	<b>Forecast 2015/16 £</b>	<b>Original Estimate 2016/17 £</b>
<b>Planning &amp; Building</b>				
Development Control & Enforcement	967,140	1,020,630	1,375,230	1,050,180
Building Control	100,359	61,520	68,320	73,050
<b>Total Expenditure</b>	<b>1,067,499</b>	<b>1,082,150</b>	<b>1,443,550</b>	<b>1,123,230</b>
<b>Net Revenue Expenditure for PLANNING AND BUILDING PORTFOLIO</b>	<b>1,067,499</b>	<b>1,082,150</b>	<b>1,443,550</b>	<b>1,123,230</b>

## COUNCIL TAX RESOLUTION 2016/17

The Test Valley Borough Council as Billing Authority for the Test Valley Borough Council area, on the 25th day of February 2016

Resolved:

- 1 That, having approved the revised revenue forecast for the year 2015/16 and the revenue estimates for the year 2016/17 together with the revised capital programme for the year 2015/16 and the capital programme for the year 2016/17.
  
- 2 That for the purposes of Section 35 (2) (d) of the Local Government Finance Act 1992 as amended (the Act), the sum of **£301,102**, 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 **£301,102** herein specified shall be treated as general expenses. This equates to an amount of £23.05 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 2016/17 for the whole Borough area as 46,439 (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
Abbotts Ann	989
Ampfield	761
Amport	536
Andover	13,063
Appleshaw	272
Ashley	37
Awbridge	339
Barton Stacey	380
Bossington	20
Braishfield	337
Broughton	504
Buckholt	9
Bullington	55
Charlton	792
Chilbolton	534
Chilworth	642
East Dean	95
East Tytherley	91
Enham Alamein	338
Facombe	47
Fyfield	131
Goodworth Clatford	408
Grateley	245
Houghton	196
Hurstbourne Tarrant	368
Kimpton	163
King's Somborne	696
Leckford	58
Linkenholt	25
Little Somborne	41



Parish of	Tax Base
Lockerley	365
Longparish	333
Longstock	212
Melchet Park & Plaitford	126
Michelmersh & Timsbury	431
Monxton	135
Mottisfont	147
Nether Wallop	392
North Baddesley	2,429
Nursling & Rownhams	2,072
Over Wallop	759
Penton Grafton	342
Penton Mewsey	175
Quarley	78
Romsey Extra	1,931
Romsey Town	5,545
Sherfield English	322
Shipton Bellinger	513
Smannell	1,120
Stockbridge	317
Tangley	288
Thruxton	288
Upper Clatford	649
Valley Park	2,995
Vernham Dean	284
Wellow	1,497
West Tytherley & Frenchmoor	285
Wherwell	237
	<b>46,439</b>

4 That the following amounts be now calculated by the Council for the year 2016/17 in accordance with Sections 31 to 31B and 34 to 36 of the Act and subsequent regulations: -

- 4(a) **£101,544,452** 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) **£93,797,034** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- 4(c) **£7,747,418** 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) **£166.83** 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) **£1,644,869** 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) **£131.41**

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	163.77
Ampfield	175.96
Amport	152.87
Andover Town	174.49
Appleshaw	166.34
Awbridge	156.88
Barton Stacey	179.12
Braishfield	168.50
Broughton	174.95
Bullington	163.23
Charlton	149.72
Chilbolton	156.69
Chilworth	178.14
East Dean	166.67
East Tytherley	169.95
Enham Alamein	158.28
Fyfield	167.67
Goodworth Clatford	173.85
Grateley	162.84
Houghton	177.33
Hurstbourne Tarrant	171.76
Kimpton	180.49
King's Somborne	178.88
Lockerley	165.99
Longparish	183.96
Longstock	159.71
Melchet Park and Plaitford	155.22
Michelmersh & Timsbury	167.37
Monxton	173.63
Mottisfont	176.13
Nether Wallop	163.30
North Baddesley	171.34
Nursling and Rownhams	157.95
Over Wallop	173.57
Penton Grafton	160.06
Penton Mewsey	165.70
Quarley	164.74
Romsey Extra	153.24
Romsey Town	168.49
Sherfield English	162.47
Shipton Bellinger	184.04
Smannell	149.73
Stockbridge	181.88
Tangley	159.19
Thruxton	167.87

Parish of	£
Upper Clatford	152.98
Valley Park	143.10
Vernham Dean	166.62
Wellow	174.83
West Tytherley and Frenchmoor	164.74
Wherwell	167.27
All other parts of the Council's area	131.41

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	109.18	127.38	145.57	163.77	200.16	236.56	272.95	327.54
Ampfield	117.31	136.86	156.41	175.96	215.06	254.16	293.27	351.92
Amport	101.91	118.90	135.88	152.87	186.84	220.81	254.78	305.74
Andover Town	116.33	135.71	155.10	174.49	213.27	252.04	290.82	348.98
Appleshaw	110.89	129.38	147.86	166.34	203.30	240.27	277.23	332.68
Awbridge	104.59	122.02	139.45	156.88	191.74	226.60	261.47	313.76
Barton Stacey	119.41	139.32	159.22	179.12	218.92	258.73	298.53	358.24
Braishfield	112.33	131.06	149.78	168.50	205.94	243.39	280.83	337.00
Broughton	116.63	136.07	155.51	174.95	213.83	252.71	291.58	349.90
Bullington	108.82	126.96	145.09	163.23	199.50	235.78	272.05	326.46
Charlton	99.81	116.45	133.08	149.72	182.99	216.26	249.53	299.44
Chilbolton	104.46	121.87	139.28	156.69	191.51	226.33	261.15	313.38
Chilworth	118.76	138.55	158.35	178.14	217.73	257.31	296.90	356.28
East Dean	111.11	129.63	148.15	166.67	203.71	240.75	277.78	333.34
East Tytherley	113.30	132.18	151.07	169.95	207.72	245.48	283.25	339.90
Enham Alamein	105.52	123.11	140.69	158.28	193.45	228.63	263.80	316.56
Fyfield	111.78	130.41	149.04	167.67	204.93	242.19	279.45	335.34
Goodworth Clatford	115.90	135.22	154.53	173.85	212.48	251.12	289.75	347.70
Grateley	108.56	126.65	144.75	162.84	199.03	235.21	271.40	325.68
Houghton	118.22	137.92	157.63	177.33	216.74	256.14	295.55	354.66
Hurstbourne Tarrant	114.51	133.59	152.68	171.76	209.93	248.10	286.27	343.52
Kimpton	120.33	140.38	160.44	180.49	220.60	260.71	300.82	360.98
King's Somborne	119.25	139.13	159.00	178.88	218.63	258.38	298.13	357.76
Lockerley	110.66	129.10	147.55	165.99	202.88	239.76	276.65	331.98
Longparish	122.64	143.08	163.52	183.96	224.84	265.72	306.60	367.92
Longstock	106.47	124.22	141.96	159.71	195.20	230.69	266.18	319.42
Melchet Park & Plaitford	103.48	120.73	137.97	155.22	189.71	224.21	258.70	310.44
Michelmersh & Timsbury	111.58	130.18	148.77	167.37	204.56	241.76	278.95	334.74
Monxton	115.75	135.05	154.34	173.63	212.21	250.80	289.38	347.26
Mottisfont	117.42	136.99	156.56	176.13	215.27	254.41	293.55	352.26
Nether Wallop	108.87	127.01	145.16	163.30	199.59	235.88	272.17	326.60
North Baddesley	114.23	133.26	152.30	171.34	209.42	247.49	285.57	342.68
Nursling & Rownhams	105.30	122.85	140.40	157.95	193.05	228.15	263.25	315.90
Over Wallop	115.71	135.00	154.28	173.57	212.14	250.71	289.28	347.14

	A	B	C	D	E	F	G	H
Parish of	£	£	£	£	£	£	£	£
Penton Grafton	106.71	124.49	142.28	160.06	195.63	231.20	266.77	320.12
Penton Mewsey	110.47	128.88	147.29	165.70	202.52	239.34	276.17	331.40
Quarley	109.83	128.13	146.44	164.74	201.35	237.96	274.57	329.48
Romsey Extra	102.16	119.19	136.21	153.24	187.29	221.35	255.40	306.48
Romsey Town	112.33	131.05	149.77	168.49	205.93	243.37	280.82	336.98
Sherfield English	108.31	126.37	144.42	162.47	198.57	234.68	270.78	324.94
Shipton Bellinger	122.69	143.14	163.59	184.04	224.94	265.84	306.73	368.08
Smannell	99.82	116.46	133.09	149.73	183.00	216.28	249.55	299.46
Stockbridge	121.25	141.46	161.67	181.88	222.30	262.72	303.13	363.76
Tangley	106.13	123.81	141.50	159.19	194.57	229.94	265.32	318.38
Thrupton	111.91	130.57	149.22	167.87	205.17	242.48	279.78	335.74
Upper Clatford	101.99	118.98	135.98	152.98	186.98	220.97	254.97	305.96
Valley Park	95.40	111.30	127.20	143.10	174.90	206.70	238.50	286.20
Vernham Dean	111.08	129.59	148.11	166.62	203.65	240.67	277.70	333.24
Wellow	116.55	135.98	155.40	174.83	213.68	252.53	291.38	349.66
W Tytherley/Frenchmoor	109.83	128.13	146.44	164.74	201.35	237.96	274.57	329.48
Wherwell	111.51	130.10	148.68	167.27	204.44	241.61	278.78	334.54
All other parts of the Council's area	87.61	102.21	116.81	131.41	160.61	189.81	219.02	262.82

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 2016/17 is not excessive.
- 6 That the following details in respect of precept authorities be noted;
  - 6(a) For the year 2016/17, 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
£	£	£	£	£	£	£	£
719.52	839.44	959.36	1,079.28	1,319.12	1,558.96	1,798.80	2,158.56

- 6(b) For the year 2016/17, 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
£	£	£	£	£	£	£	£
106.97	124.80	142.63	160.46	196.12	231.78	267.43	320.92

- 6(c) For the year 2016/17, 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
£	£	£	£	£	£	£	£
41.73	48.69	55.64	62.60	76.51	90.42	104.33	125.20

- 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 2016/17 for each of the categories of dwellings shown below:

### Valuation Bands

Parish of	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Abbotts Ann	977.41	1,140.31	1,303.21	1,466.11	1,791.91	2,117.71	2,443.52	2,932.22
Ampfield	985.53	1,149.79	1,314.04	1,478.30	1,806.81	2,135.32	2,463.83	2,956.60
Amport	970.14	1,131.83	1,293.52	1,455.21	1,778.59	2,101.97	2,425.35	2,910.42
Andover Town	984.55	1,148.65	1,312.74	1,476.83	1,805.01	2,133.20	2,461.38	2,953.66
Appleshaw	979.12	1,142.31	1,305.49	1,468.68	1,795.05	2,121.43	2,447.80	2,937.36
Awbridge	972.81	1,134.95	1,297.08	1,459.22	1,783.49	2,107.76	2,432.03	2,918.44
Barton Stacey	987.64	1,152.25	1,316.85	1,481.46	1,810.67	2,139.89	2,469.10	2,962.92
Braishfield	980.56	1,143.99	1,307.41	1,470.84	1,797.69	2,124.55	2,451.40	2,941.68
Broughton	984.86	1,149.00	1,313.15	1,477.29	1,805.58	2,133.86	2,462.15	2,954.58
Bullington	977.05	1,139.89	1,302.73	1,465.57	1,791.25	2,116.93	2,442.62	2,931.14
Charlton	968.04	1,129.38	1,290.72	1,452.06	1,774.74	2,097.42	2,420.10	2,904.12
Chilbolton	972.69	1,134.80	1,296.92	1,459.03	1,783.26	2,107.49	2,431.72	2,918.06
Chilworth	986.99	1,151.48	1,315.98	1,480.48	1,809.48	2,138.47	2,467.47	2,960.96
East Dean	979.34	1,142.56	1,305.79	1,469.01	1,795.46	2,121.90	2,448.35	2,938.02
East Tytherley	981.53	1,145.11	1,308.70	1,472.29	1,799.47	2,126.64	2,453.82	2,944.58
Enham Alamein	973.75	1,136.04	1,298.33	1,460.62	1,785.20	2,109.78	2,434.37	2,921.24
Fyfield	980.01	1,143.34	1,306.68	1,470.01	1,796.68	2,123.35	2,450.02	2,940.02
Goodworth Clatford	984.13	1,148.15	1,312.17	1,476.19	1,804.23	2,132.27	2,460.32	2,952.38
Grateley	976.79	1,139.58	1,302.38	1,465.18	1,790.78	2,116.37	2,441.97	2,930.36
Houghton	986.45	1,150.85	1,315.26	1,479.67	1,808.49	2,137.30	2,466.12	2,959.34
Hurstbourne Tarrant	982.73	1,146.52	1,310.31	1,474.10	1,801.68	2,129.26	2,456.83	2,948.20
Kimpton	988.55	1,153.31	1,318.07	1,482.83	1,812.35	2,141.87	2,471.38	2,965.66
King's Somborne	987.48	1,152.06	1,316.64	1,481.22	1,810.38	2,139.54	2,468.70	2,962.44
Lockerley	978.89	1,142.03	1,305.18	1,468.33	1,794.63	2,120.92	2,447.22	2,936.66
Longparish	990.87	1,156.01	1,321.16	1,486.30	1,816.59	2,146.88	2,477.17	2,972.60
Longstock	974.70	1,137.15	1,299.60	1,462.05	1,786.95	2,111.85	2,436.75	2,924.10
Melchet Park & Plaitford	971.71	1,133.66	1,295.61	1,457.56	1,781.46	2,105.36	2,429.27	2,915.12

	<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	979.81	1,143.11	1,306.41	1,469.71	1,796.31	2,122.91	2,449.52	2,939.42
Monxton	983.98	1,147.98	1,311.97	1,475.97	1,803.96	2,131.96	2,459.95	2,951.94
Mottisfont	985.65	1,149.92	1,314.20	1,478.47	1,807.02	2,135.57	2,464.12	2,956.94
Nether Wallop	977.09	1,139.94	1,302.79	1,465.64	1,791.34	2,117.04	2,442.73	2,931.28
North Baddesley	982.45	1,146.20	1,309.94	1,473.68	1,801.16	2,128.65	2,456.13	2,947.36
Nursling & Rownhams	973.53	1,135.78	1,298.04	1,460.29	1,784.80	2,109.31	2,433.82	2,920.58
Over Wallop	983.94	1,147.93	1,311.92	1,475.91	1,803.89	2,131.87	2,459.85	2,951.82
Penton Grafton	974.93	1,137.42	1,299.91	1,462.40	1,787.38	2,112.36	2,437.33	2,924.80
Penton Mewsey	978.69	1,141.81	1,304.92	1,468.04	1,794.27	2,120.50	2,446.73	2,936.08
Quarley	978.05	1,141.06	1,304.07	1,467.08	1,793.10	2,119.12	2,445.13	2,934.16
Romsey Extra	970.39	1,132.12	1,293.85	1,455.58	1,779.04	2,102.50	2,425.97	2,911.16
Romsey Town	980.55	1,143.98	1,307.40	1,470.83	1,797.68	2,124.53	2,451.38	2,941.66
Sherfield English	976.54	1,139.30	1,302.05	1,464.81	1,790.32	2,115.84	2,441.35	2,929.62
Shipton Bellinger	990.92	1,156.07	1,321.23	1,486.38	1,816.69	2,146.99	2,477.30	2,972.76
Smannell	968.05	1,129.39	1,290.73	1,452.07	1,774.75	2,097.43	2,420.12	2,904.14
Stockbridge	989.48	1,154.39	1,319.31	1,484.22	1,814.05	2,143.87	2,473.70	2,968.44
Tangley	974.35	1,136.75	1,299.14	1,461.53	1,786.31	2,111.10	2,435.88	2,923.06
Thrupton	980.14	1,143.50	1,306.85	1,470.21	1,796.92	2,123.64	2,450.35	2,940.42
Upper Clatford	970.21	1,131.92	1,293.62	1,455.32	1,778.72	2,102.13	2,425.53	2,910.64
Valley Park	963.63	1,124.23	1,284.84	1,445.44	1,766.65	2,087.86	2,409.07	2,890.88
Vernham Dean	979.31	1,142.52	1,305.74	1,468.96	1,795.40	2,121.83	2,448.27	2,937.92
Wellow	984.78	1,148.91	1,313.04	1,477.17	1,805.43	2,133.69	2,461.95	2,954.34
W Tytherley/Frenchmoor	978.05	1,141.06	1,304.07	1,467.08	1,793.10	2,119.12	2,445.13	2,934.16
Wherwell	979.74	1,143.03	1,306.32	1,469.61	1,796.19	2,122.77	2,449.35	2,939.22
All other parts of the Council's area	955.83	1,115.14	1,274.44	1,433.75	1,752.36	2,070.97	2,389.58	2,867.50

**Finance Service  
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