

Budget

2018/19

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BUDGET BOOK
2018/19

CONTENTS

Section	Page Numbers
Foreword by the Head of Finance	3 - 4
The Budget Cycle	5
<u>General Fund Revenue Information</u>	
General Fund Summary	9 - 10
Definition of Headings in the General Fund Summary	11 - 12
General Fund Subjective Summary	13
Definition of Expenditure and Income Headings in Detailed Estimates and Subjective Summary	14
<u>Service Information</u>	
Chief Executive's Office & Planning Policy	15 - 24
Community & Leisure Service	25 - 44
Corporate and Democratic Core	45 - 62
Environmental Service	63 - 74
Estates & Economic Development Service	75 - 106
Finance Service	107 - 112
Housing and Environmental Health Service	113 - 128
I.T. Service	129 - 136
Legal & Democratic Service	137 - 148
Planning & Building Service	149 - 154
Revenues Service	155 - 166
Capital Programme	167 - 178
Portfolio Revenue Information	179 - 190
Council Tax Resolution	191 - 197

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 2018/19 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 – 2018/19

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

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

In order to produce an initial Budget Forecast for 2018/19, the 2017/18 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 15th November 2017 that was available for all interested parties to consider. The forecast budget gap at this time was £232,600. The Overview and Scrutiny Committee's Budget Panel reviewed the papers on 9th October 2017 and reported their comments and recommendations to the Cabinet.

The budget strategy was prepared on the basis that Council Tax would be increased by £5 in 2018/19 and that reductions in central government grant would be offset by a draw from the New Homes' Bonus reserve. Following further work on Business Rates growth, the proposed draw from the New Homes' Bonus Reserve was not required.

Based on the above information, the recommended budget was debated and subsequently resolved by Council on 23rd February 2018. A diagram setting out the full Budget Cycle is set out on page 5.

Estimates 2018/19

The result of the budget exercise was to produce a Council Tax Requirement of £8.604M 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 2018/19 has been reduced to £21.75 for a band D property. This will provide a contribution to the General Fund of £296,627 in the year.

Capital Programme

The Council's capital spending proposals are set out on pages 167 to 178 and include new schemes which are designed to take forward the Council's main priorities.

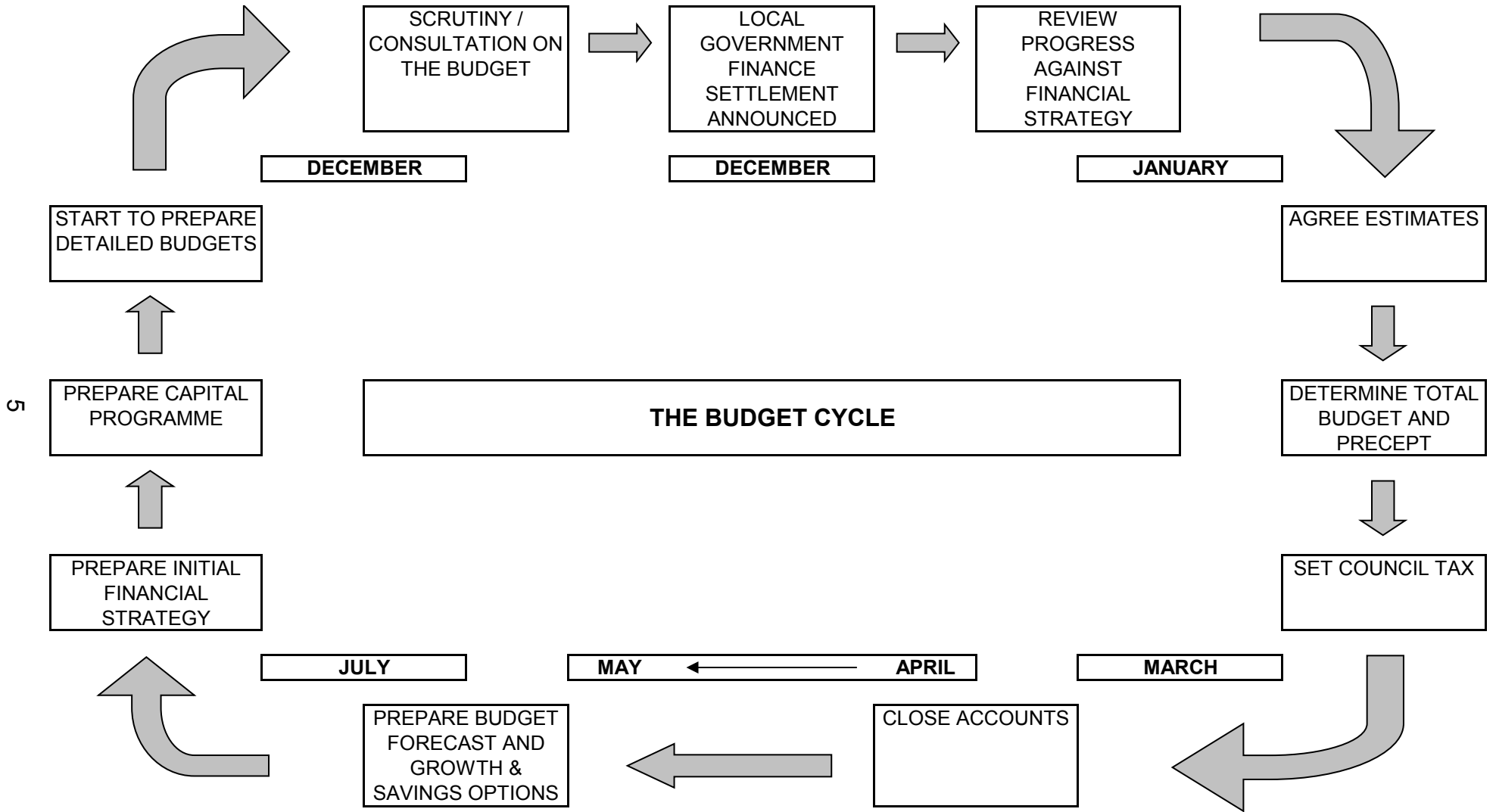
Summary

The budget preparation for 2018/19 was particularly influenced by the need to address a gap in revenue resources resulting from continuing reductions in government support grants. Setting a balanced budget for 2018/19 is a huge achievement. Maintaining a balanced budget over the coming years will be a significant challenge.

The current forecast budget deficits are £670,200 in 2019/20 reducing to £222,500 in 2020/21. 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 2018



5

**GENERAL FUND
REVENUE INFORMATION
2018/19**

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 2016/17 £'000	Original Estimate 2017/18 £'000	Forecast 2017/18 £'000	Original Estimate 2018/19 £'000
Service Requirements				
Chief Executive's	517	596	549	589
Community & Leisure	3,983	3,599	4,876	2,726
Environmental Service	5,147	4,763	4,839	4,927
Estates & Economic Development	(5,592)	(5,701)	(5,664)	(5,763)
Finance	6	0	7	0
Housing & Environmental Health	1,778	3,298	2,163	2,835
I.T.	41	2	33	0
Legal & Democratic	383	304	367	347
Planning & Building	2,127	1,573	1,637	1,731
Revenues	1,453	1,365	1,237	1,291
Net Cost of Services	9,843	9,799	10,044	8,683
Other Requirements				
Benefits	(313)	(200)	(200)	(200)
Corporate & Democratic Core	2,952	4,048	4,107	4,271
	12,482	13,647	13,951	12,754
Corporate Requirements				
Contingency Provision	0	522	197	442
Depreciation & Capital Costs	(3,463)	(4,475)	(4,309)	(4,847)
Investment Income & Borrowing Costs	(559)	(337)	(352)	(269)
Minimum Revenue Provision	0	0	0	131
Other Government Grants	(712)	(860)	(860)	(1,475)
New Homes' Bonus	(4,798)	(4,916)	(4,921)	(3,838)
Transition Grant	(54)	(54)	(54)	0
Provision for NDR Surplus 'levy'	614	1,498	1,498	1,931
100% Retention of NDR from Renewable Energy	(46)	(359)	(903)	(454)
Year End Write Offs	(7)	0	0	0
Net General Fund Expenditure	3,457	4,666	4,247	4,375
Transfer to Earmarked Reserves	5,883	5,381	5,621	3,337
Transfer to Asset Management reserves	702	1,117	716	2,117
Transfer to Capital Reserves	2,057	1,215	1,795	3,079
Transfer from General Fund balances	0	0	0	0
GENERAL FUND REQUIREMENTS	12,099	12,379	12,379	12,908

GENERAL FUND SUMMARY (Cont)

	Actual 2016/17 £'000	Original Estimate 2017/18 £'000	Forecast 2017/18 £'000	Original Estimate 2018/19 £'000
GENERAL FUND REQUIREMENTS	12,099	12,379	12,379	12,908
Revenue Support Grant	(1,012)	(418)	(418)	(56)
Locally Retained Non-domestic Rates	(3,308)	(4,447)	(4,447)	(5,237)
Parish Precepts on Collection Fund	1,344	1,403	1,403	1,509
Share of Collection Fund Surplus	(1,376)	(767)	(767)	(520)
COUNCIL TAX REQUIREMENT	7,747	8,150	8,150	8,604
Financed by				
General Expenses	6,102	6,454	6,454	6,799
Parish Precepts	1,344	1,403	1,403	1,509
Special Expenses	301	293	293	296
SUMMARY OF COUNCIL TAX REQUIREMENT	7,747	8,150	8,150	8,604

DEFINITION OF HEADINGS IN THE GENERAL FUND SUMMARY

Service Requirements

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

Contingency Provision

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

Depreciation & Capital Costs

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

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

Investment Income & Borrowing Costs

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

Minimum Revenue Provision

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

Other Government Grants

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

New Homes' Bonus

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

Transition Grant

The Government is reducing the level of Revenue Support Grant payable to Councils each year. A transition grant was 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 rates. 50% of this amount is due to the Government as a levy, so a provision is made for this amount.

100% Retention of NDR from Renewable Energy

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

Transfer to / from Earmarked Reserves

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

Transfer to Asset Management Reserve

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

Transfer to Capital Reserves

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

Transfer from General Fund balances

The Council maintains revenue reserves to deal with any unforeseen expenditure that may arise during the year. General reserves are held at £2M which is the prudent minimum level recommended by the Head of Finance. This balance is expected to remain unchanged throughout 2018/19.

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.

	Actual 2016/17 £'000	Original Estimate 2017/18 £'000	Forecast 2017/18 £'000	Original Estimate 2018/19 £'000
<u>Expenditure</u>				
Employee Costs	17,351	17,887	17,973	18,701
Premises Costs	3,859	3,149	3,693	3,062
Transport Costs	1,863	1,939	1,909	1,839
Supplies & Services	7,043	6,133	7,672	6,018
Contract Costs	551	1,109	848	(89)
Transfer Payments	30,645	31,137	31,131	31,137
Support Service Costs	8,817	8,516	8,645	8,978
Capital Financing	3,463	4,475	4,309	4,847
Total Expenditure	73,592	74,345	76,180	74,493
<u>Income</u>				
Fees, Charges & Government Grants	(52,293)	(52,182)	(53,584)	(52,761)
Recharge Income	(8,817)	(8,516)	(8,645)	(8,978)
Total Income	(61,110)	(60,698)	(62,229)	(61,739)
Net Cost of Services	12,482	13,647	13,951	12,754
Depreciation reversal and capital charges	(3,463)	(4,475)	(4,309)	(4,847)
Investment Income & Borrowing Costs	(559)	(337)	(352)	(269)
Minimum Revenue Provision	0	0	0	131
Non-Ringfenced Government Grants	(5,564)	(5,830)	(5,835)	(5,313)
Provision for NDR surplus levy	614	1,498	1,498	1,931
100% Retention of NDR from Renewable Energy	(46)	(359)	(903)	(454)
Year End write offs	(7)	0	0	0
Net Total	3,457	4,144	4,050	3,933
Provisions	0	522	197	442
Transfers to reserves	8,642	7,713	8,132	8,533
General Fund Requirements	12,099	12,379	12,379	12,908

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

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

Employee Costs

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

Premises Costs

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

Transport Costs

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

Supplies & Services

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

Contract Costs

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

Transfer Payments

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

Service Support Costs

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

Capital Financing

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

Fees, Charges & Government Grants

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

Recharge Income

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

**CHIEF EXECUTIVE'S
ESTIMATES
2018/19**

CHIEF EXECUTIVE'S OFFICE

Aim:

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

Summary:

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

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

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

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

Principal Activities	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Chief Executive's Office	4,048	6,250	96,700	7,900
Human Resource's Service	8,029	(14,280)	3,470	(13,000)
Human Resource's Function	(565)	14,300	20,050	15,050
Total Chief Executive's Office	11,512	6,270	120,220	9,950
Planning Policy	442,634	499,780	385,940	417,899
Local Development Framework	63,040	78,890	43,270	148,864
Planning Policy Sustainability	0	12,000	0	12,000
Total Planning Policy	505,674	590,670	429,210	578,763
Net Expenditure	517,186	596,940	549,430	588,713

SUBJECTIVE SUMMARY

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	1,554,811	1,550,620	1,565,670	1,659,113
Premises Costs	441	350	350	350
Transport Costs	27,013	26,270	26,860	27,330
Supplies & Services	230,244	237,630	242,200	267,460
Contract Costs	105,529	111,130	105,600	113,350
Support Service Costs	412,670	406,550	414,980	419,950
Total Expenditure	2,330,708	2,332,550	2,355,660	2,487,553
Recharge Income	(1,813,522)	(1,735,610)	(1,806,230)	(1,898,840)
Net Expenditure	517,186	596,940	549,430	588,713

CHIEF EXECUTIVE'S OFFICE

Aim:

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

Additional Information

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	893,677	888,590	960,460	972,620
Premises Costs	69	0	0	0
Transport Costs	21,644	22,370	23,190	23,430
Supplies & Services	65,158	25,960	28,580	33,280
Support Service Costs	120,700	122,420	137,560	146,110
Total Expenditure	1,101,248	1,059,340	1,149,790	1,175,440
Recharge Income	(1,097,200)	(1,053,090)	(1,053,090)	(1,167,540)
Net Expenditure	4,048	6,250	96,700	7,900

HUMAN RESOURCES SERVICE

Purpose

The Human Resources Service provides professional advice to managers across the Council on a wide range of employee management issues. The service supports organisational change, offering a range of expertise that adds value to the change process. In addition HR are responsible for managing the recruitment process and payroll delivery which are undertaken in partnership with Hampshire County Council, provision of corporate learning and development, maintaining the job evaluation scheme and any matters relating to terms and conditions of employment. The service is responsible for ensuring a consistent approach across all Council services and compliance with legislation and good practice by producing employment related policies and procedures in consultation with trade union representatives. Where appropriate, these are approved by Councillors following consultation with management and the recognised trade unions. All policies are available to employees via the intranet or in hard copy where the employee does not have access to the intranet as a result of the type of work they undertake.

Additional Information

The Human Resources Service budget records the cost of providing the staffing and administration necessary to provide a suitable level of support to all other services across the Council. There was a phased movement towards a partially shared service with Hampshire County Council which started in December 2010. Hampshire County Council provides the payroll for the Borough Council's employees and Councillors, and the recruitment service is provided through Hampshire County Council's HR Resourcing Centre.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	248,390	220,820	237,660	232,980
Transport Costs	1,663	2,000	2,000	2,000
Supplies & Services	5,767	6,560	8,610	6,880
Contract Costs	105,529	111,130	105,600	113,350
Support Service Costs	34,300	33,120	37,510	38,480
Total Expenditure	395,649	373,630	391,380	393,690
Recharge Income	(387,620)	(387,910)	(387,910)	(406,690)
Net Expenditure / (Income)	8,029	(14,280)	3,470	(13,000)

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employees Costs	3,404	6,700	3,500	6,700
Employee Support Service	4,412	6,500	8,150	7,250
Occupational Health Costs	2,630	800	0	800
External Training Costs	13,689	25,000	33,100	25,000
Total Expenditure	24,135	39,000	44,750	39,750
Recharge Income	(24,700)	(24,700)	(24,700)	(24,700)
Net Expenditure / (Income)	(565)	14,300	20,050	15,050

PLANNING POLICY

Purpose

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

Additional Information

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

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

The Community Infrastructure Levy (CIL) has been adopted and work is underway to establish the mechanisms for allocating the contribution. The team also provides assistance to parish councils wishing to progress with community planning including neighbourhood planning and village design statements.

The team covers the Transport Planning function for the Council. This role ranges from the implementation of highway improvements, working with organisation to enhance public and community transport and promoting sustainable travel choices in the borough.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	372,255	418,170	342,810	376,499
Premises Costs	372	350	350	350
Transport Costs	3,706	1,670	1,670	1,670
Grants	50,065	48,840	48,840	49,570
Other Supplies & Services	28,618	49,650	22,520	24,360
Support Service Costs	257,670	251,010	239,910	235,360
Total Expenditure	712,686	769,690	656,100	687,809
Recharge Income	(270,052)	(269,910)	(270,160)	(269,910)
Net Expenditure	442,634	499,780	385,940	417,899

LOCAL DEVELOPMENT FRAMEWORK

Purpose

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	37,085	16,340	21,240	70,314
Transport Costs	0	230	0	230
Supplies & Services	59,905	62,320	92,400	108,320
Support Service Costs	0	0	0	0
Total Expenditure	96,990	78,890	113,640	178,864
Fees & Charges Income	(33,950)	0	(70,370)	(30,000)
Net Expenditure	63,040	78,890	43,270	148,864

PLANNING POLICY SUSTAINABILITY

Purpose

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Supplies & Services	0	12,000	0	12,000
Total Expenditure	0	12,000	0	12,000

**COMMUNITY & LEISURE SERVICE
ESTIMATES
2018/19**

COMMUNITY & LEISURE SERVICE

Aim:

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

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

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

Summary:

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

The Service comprises of three key business areas:

- Parks, Countryside, Sport and Play
(Includes the management of open space, cemeteries, local nature reserves, woodlands, sports grounds and play areas)

- Arts and Culture
(Includes the management of The Lights Theatre and public art)

- Communities
(Includes grant administration, Councillor and community support and community planning)

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

COMMUNITY & LEISURE SERVICE

SUMMARY ESTIMATES

Principal Activities	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Community & Leisure Management	0	(1,690)	0	1,280
Parks, Countryside & Sport & Play				
Managed Sports Facilities	1,577,145	1,154,480	1,803,882	(11,368)
Outdoor Sports Facilities	300,510	240,820	324,486	303,089
Playgrounds	(369,110)	130,050	106,800	169,517
Sports Development	21,236	32,930	30,670	35,160
Cemeteries	(38,783)	(65,660)	(47,230)	(63,220)
Grounds Maintenance	142,559	73,580	127,210	85,710
Urban Parks and Open Spaces	435,560	386,670	494,424	437,086
Nature Reserves	109,442	92,960	143,886	114,298
Total - Parks, Countryside & Sport	2,178,559	2,045,830	2,984,128	1,070,272
Community Engagement	1,269,171	1,078,860	1,394,074	1,134,966
Arts & Culture				
Andover Town Summit	12,864	11,330	12,610	11,390
Heritage	53,507	53,830	50,470	55,000
Arts Function	22,237	32,840	41,100	45,924
The Lights	446,298	377,740	393,414	407,035
Total - Arts & Culture	534,906	475,740	497,594	519,349
Net Total Expenditure	3,982,636	3,598,740	4,875,796	2,725,867

SUBJECTIVE SUMMARY

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	1,361,614	1,266,030	1,363,290	1,311,382
Premises Costs	966,607	420,170	760,450	518,920
Transport Costs	46,252	47,340	40,550	41,630
Supplies & Services	1,660,434	1,123,790	1,983,870	1,083,550
Contract Costs	143,850	266,600	266,650	(630,500)
Support Service Costs	707,183	686,330	721,510	737,846
Capital Financing	1,186,273	988,010	1,304,826	1,036,555
Total Expenditure	6,072,213	4,798,270	6,441,146	4,099,383
<u>Income</u>				
Fees & Charges Income	(1,040,882)	(790,940)	(1,130,350)	(939,250)
Recharge Income	(1,048,695)	(408,590)	(435,000)	(434,266)
Total Income	(2,089,577)	(1,199,530)	(1,565,350)	(1,373,516)
Net Expenditure	3,982,636	3,598,740	4,875,796	2,725,867

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	178,128	161,200	173,450	175,926
Premises Costs	50	0	0	0
Transport Costs	6,005	6,730	5,670	6,450
Supplies & Services	21,962	19,410	27,550	21,070
Support Service Costs	153,740	154,330	163,100	166,870
Total Expenditure	359,885	341,670	369,770	370,316
Recharge Income	(359,885)	(343,360)	(369,770)	(369,036)
Net Expenditure / (Income)	0	(1,690)	0	1,280

MANAGED SPORTS FACILITIES

Purpose

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

Additional Information

With the exception of the Sports Academy (which is managed by Andover Community Services Ltd) all major Leisure Centres were run by Valley Leisure Ltd until March 2017. On the 1st April 2017 this management was taken over by Places for People, who will lead on the redevelopment of Andover Leisure Centre.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	100,468	31,420	38,700	36,720
Transport Costs	75	0	0	0
Supplies & Services	630,602	162,400	849,800	31,800
Management Contract	133,770	257,200	257,200	(639,900)
Support Service Costs	72,920	64,650	95,740	(80,800)
Capital Financing	640,810	640,810	640,812	640,812
Total Expenditure	1,578,645	1,156,480	1,882,252	(11,368)
Fees & Charges Income	(1,500)	(2,000)	(78,370)	0
Net Expenditure / (Income)	1,577,145	1,154,480	1,803,882	(11,368)

OUTDOOR SPORTS FACILITIES

Purpose

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	47,766	46,370	48,680	48,103
Grounds Maintenance Costs	32,732	43,560	62,560	43,650
Other Premises Costs	141,884	30,550	74,820	45,550
Transport Costs	355	1,030	1,030	1,030
Supplies & Services	12,019	10,210	27,580	10,250
Contract Costs	1,080	0	50	0
Support Service Costs	31,420	28,970	30,870	44,360
Capital Financing	142,512	124,660	153,726	153,726
Total Expenditure	409,768	285,350	399,316	346,669
<u>Income</u>				
Fees & Charges Income	(101,178)	(36,450)	(66,750)	(35,500)
Recharge Income	(8,080)	(8,080)	(8,080)	(8,080)
Total Income	(109,258)	(44,530)	(74,830)	(43,580)
Net Expenditure	300,510	240,820	324,486	303,089

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 96 sites in Test Valley, for which the Council is responsible for the development and maintenance.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	139,273	0	0	0
Supplies & Services	9,214	8,970	8,970	8,970
Support Service Costs	14,530	5,690	5,350	16,130
Capital Financing	91,763	115,700	92,790	144,727
Total Expenditure	254,780	130,360	107,110	169,827
Recharge Income	(623,890)	(310)	(310)	(310)
Net Expenditure / (Income)	(369,110)	130,050	106,800	169,517

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 2018/19 include: Promoting activities at the new sports sites, supporting coaching schemes with a focus on extreme sports, Sports Club promotion and development, as well as implementing “Energise Me” initiatives.

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Supplies & Services	2,866	14,420	13,030	14,390
Support Service Costs	18,370	18,510	17,640	20,770
Total Expenditure	21,236	32,930	30,670	35,160

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Grounds Maintenance Costs	34,537	35,900	35,400	36,250
Other Premises Costs	44,555	12,720	24,540	8,700
Supplies & Services	8,072	7,780	8,340	7,830
Support Service Costs	29,330	29,490	28,290	35,450
Total Expenditure	116,494	85,890	96,570	88,230
Fees & Charges Income	(155,277)	(151,550)	(143,800)	(151,450)
Net Income	(38,783)	(65,660)	(47,230)	(63,220)

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Grounds Maintenance Costs	175,153	108,510	131,640	111,000
Other Premises Costs	219	0	53,000	0
Supplies & Services	8,498	4,200	2,620	4,200
Support Service Costs	11,740	10,600	12,810	20,240
Total Expenditure	195,610	123,310	200,070	135,440
Fees & Charges Income	(53,051)	(49,730)	(72,860)	(49,730)
Net Expenditure	142,559	73,580	127,210	85,710

URBAN PARKS & OPEN SPACES

Purpose

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

Additional Information

Open spaces including formal parks, play areas, informal green space, countryside sites and green corridors all feature within the Green Spaces Strategy. There are over 100 green spaces across the borough. Green Space Strategy will be refreshed in 2018 (and will include new sites adopted as part of MDA infrastructure). Responsibility for the management of Fishlake Meadows Nature Reserve has been transferred to TVBC with the day to day site management contracted to Hampshire and Isle of Wight Wildlife Trust.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	202,188	194,190	212,460	203,268
Grounds Maintenance Costs	39,106	27,200	44,320	52,200
Other Premises Costs	117,319	7,570	95,310	8,930
Transport Costs	7,425	7,930	7,410	7,390
Supplies & Services	46,773	45,760	46,210	52,220
Support Service Costs	149,653	148,540	148,140	194,036
Capital Financing	37,496	18,030	18,024	7,152
Total Expenditure	599,960	449,220	571,874	525,196
<u>Income</u>				
Fees & Charges Income	(136,750)	(34,900)	(49,800)	(60,460)
Recharge Income	(27,650)	(27,650)	(27,650)	(27,650)
Total Income	(164,400)	(62,550)	(77,450)	(88,110)
Net Expenditure	435,560	386,670	494,424	437,086

NATURE RESERVES

Purpose

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

Additional Information

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

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

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	33,839	31,750	37,490	33,367
Grounds Maintenance Costs	30,745	36,660	62,850	89,690
Other Premises Costs	18,964	0	41,350	0
Transport Costs	2,517	2,380	2,770	2,440
Supplies & Services	10,366	10,690	16,190	10,655
Support Service Costs	31,720	33,990	36,690	52,420
Capital Financing	16,958	17,180	18,226	18,226
Total Expenditure	145,109	132,650	215,566	206,798
<u>Income</u>				
Fees & Charges Income	(6,477)	(10,500)	(42,490)	(63,310)
Recharge Income	(29,190)	(29,190)	(29,190)	(29,190)
Total Income	(35,667)	(39,690)	(71,680)	(92,500)
Net Expenditure	109,442	92,960	143,886	114,298

COMMUNITY ENGAGEMENT

Purpose

One of the corporate aims within the Council's corporate plan is 'Contribute to and be part of a Strong Community'. The Community and Leisure Service have a major part to play in achieving this aim and contribute towards its success in the following ways:

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

Additional Information

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

Councillor Support

The Community Engagement Team work across all wards to offer tailored support to councillors. Their role is to assist with:

- Community Engagement and Consultations
- Organising Local Events
- Administering the Community Grant Scheme

Community Engagement

- Development of locally led community planning prioritisation and action planning, in particular support of the Neighbourhood Planning process, Parish Planning and Community Action Plans
- Supporting troubled families and vulnerable groups
- Supporting the integration of communities living on new developments
- Provide support for major visionary exercises such as Andover Vision and Romsey Future
- Working with our strategic partners to produce a local Community Safety Plan as required under the Crime and Discovered Act (1998)

Grants

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

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

COMMUNITY ENGAGEMENT CONT.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	528,146	482,060	517,960	481,372
Premises Costs	458	200	310	210
Transport Costs	28,461	27,520	21,910	22,810
Supplies & Services	449,054	483,220	488,420	486,570
Contract Costs	9,000	9,400	9,400	9,400
Support Service Costs	116,150	113,030	100,050	170,430
Capital Financing	198,761	9,440	321,824	8,124
Total Expenditure	1,330,030	1,124,870	1,459,874	1,178,916
Fees & Charges Income	(60,859)	(46,010)	(65,800)	(43,950)
Net Expenditure	1,269,171	1,078,860	1,394,074	1,134,966

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	100	0	0	0
Supplies & Services	16,937	16,100	15,700	13,900
Support Service Costs	1,590	2,030	1,580	2,990
Total Expenditure	18,627	18,130	17,280	16,890
Fees & Charges Income	(5,763)	(6,800)	(4,670)	(5,500)
Net Expenditure	12,864	11,330	12,610	11,390

HERITAGE CENTRE, ROMSEY

Purpose

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

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	2,477	1,460	1,920	1,460
Transport Costs	1,360	1,280	1,360	1,360
Grants	46,370	46,370	43,870	43,870
Support Service Costs	3,300	4,720	3,320	8,310
Total Expenditure	53,507	53,830	50,470	55,000

ARTS FUNCTION

Purpose

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

Additional Information

Test Valley has a thriving arts and cultural scene and the Arts Officer works in partnership with key facilities such as The Lights, Andover Museum, Chapel Arts and King Johns House in Romsey.

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

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	3,422	18,830	21,330	19,494
Transport Costs	0	320	250	0
Supplies & Services	43,988	1,270	100,490	61,250
Support Service Costs	13,300	12,420	18,630	25,180
Total Expenditure	60,710	32,840	140,700	105,924
Fees & Charges Income	(38,473)	0	(99,600)	(60,000)
Net Expenditure	22,237	32,840	41,100	45,924

THE LIGHTS

Purpose

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

Additional Information

The Lights offers a professional theatre programme alongside educational, business and community focused activities.

The 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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	368,025	331,630	351,920	349,852
Premises Costs	88,667	84,420	93,730	84,560
Transport Costs	54	150	150	150
Supplies & Services	353,713	292,990	335,100	316,575
Support Service Costs	59,420	59,360	59,300	61,460
Capital Financing	57,973	62,190	59,424	63,788
Total Expenditure	927,852	830,740	899,624	876,385
Fees & Charges Income	(481,554)	(453,000)	(506,210)	(469,350)
Net Expenditure	446,298	377,740	393,414	407,035

**CORPORATE & DEMOCRATIC CORE
ESTIMATES
2018/19**

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

Principal Activities	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Corporate Management				
Corporate Management	1,305,293	1,309,480	1,312,220	1,369,590
Delivering Public Services Electronically	32,953	36,290	52,290	38,620
Corporate Public Relations, Information & Consultation	115,231	135,570	135,710	149,310
Emergency Planning	33,431	34,410	32,270	33,850
Net Total Expenditure	1,486,908	1,515,750	1,532,490	1,591,370
Democratic Representation and Management				
Councillors	758,015	752,460	763,940	782,860
Councillor Meetings	418,289	410,790	406,620	426,620
Mayoral Office	99,202	102,600	97,780	104,690
Civic Ceremonies	7,847	6,540	7,040	6,550
Subscriptions	18,318	22,600	23,280	19,380
Representing Local Interests	6,470	6,250	6,250	6,490
Other Democratic Activities	133,708	131,140	129,520	139,700
Net Total Expenditure	1,441,849	1,432,380	1,434,430	1,486,290
Allocated Central Overheads	6,818	550	37,535	7,575
Non-Distributable Costs	16,610	1,099,720	1,102,360	1,185,430
Net Total Expenditure	2,952,185	4,048,400	4,106,815	4,270,665

SUBJECTIVE SUMMARY

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	23,641	1,166,130	1,154,780	1,242,610
Premises Costs	6,699	6,630	10,480	6,380
Transport Costs	23,170	29,000	26,080	27,000
Supplies & Services	720,288	783,160	825,150	775,740
Support Service Costs	2,516,590	2,455,760	2,491,400	2,640,600
Capital Financing Costs	47,687	47,690	47,685	47,685
Total Expenditure	3,338,075	4,488,370	4,555,575	4,740,015
<u>Income</u>				
Fees & Charges Income	(8,540)	(7,880)	(16,670)	(13,380)
Recharge Income	(377,350)	(432,090)	(432,090)	(455,970)
Total Income	(385,890)	(439,970)	(448,760)	(469,350)
Net Expenditure	2,952,185	4,048,400	4,106,815	4,270,665

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	6,373	6,110	9,630	5,860
Supplies & Services	92,631	143,720	150,750	131,780
Support Service Costs	1,200,000	1,153,380	1,154,360	1,231,180
Capital Financing Costs	6,619	6,620	6,620	6,620
Total Expenditure	1,305,623	1,309,830	1,321,360	1,375,440
Fees & Charges Income	(330)	(350)	(9,140)	(5,850)
Net Expenditure	1,305,293	1,309,480	1,312,220	1,369,590

DELIVERING PUBLIC SERVICES ELECTRONICALLY

Purpose

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

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Supplies & Services	11,463	14,200	30,200	14,200
Support Service Costs	21,490	22,090	22,090	24,420
Total Expenditure	32,953	36,290	52,290	38,620

CORPORATE PUBLIC RELATIONS, INFORMATION & CONSULTATION

Purpose

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

Additional Information

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Supplies & Services	15,841	16,500	16,640	16,500
Support Service Costs	107,590	126,570	126,570	140,310
Total Expenditure	123,431	143,070	143,210	156,810
Fees & Charges Income	(8,200)	(7,500)	(7,500)	(7,500)
Net Expenditure	115,231	135,570	135,710	149,310

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	4,482	5,070	4,330	4,430
Transport Costs	132	0	80	0
Supplies & Services	28,527	29,060	27,580	29,050
Support Service Costs	290	280	280	370
Total Expenditure	33,431	34,410	32,270	33,850

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employees Costs	13,089	12,720	13,610	13,000
Transport Costs	11,276	12,000	12,000	12,000
Supplies & Services	443,620	441,220	448,540	451,150
Support Service Costs	290,030	286,520	289,790	306,710
Total Expenditure	758,015	752,460	763,940	782,860

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 £71,103 in 2018/19.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	190	0	500	0
Supplies & Services	24,737	28,700	24,030	25,250
Support Service Costs	389,650	378,380	378,380	397,660
Capital Financing Costs	3,712	3,710	3,710	3,710
Total Expenditure	418,289	410,790	406,620	426,620

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Transport Costs	11,762	17,000	14,000	15,000
Supplies & Services	24,750	26,810	24,990	26,400
Support Service Costs	62,690	58,790	58,790	63,290
Total Expenditure	99,202	102,600	97,780	104,690

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Supplies & Services	7,297	6,000	6,500	6,000
Support Service Costs	550	540	540	550
Total Expenditure	7,847	6,540	7,040	6,550

SUBSCRIPTIONS

Purpose

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

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Supplies & Services	18,318	22,600	23,280	19,380
Total Expenditure	18,318	22,600	23,280	19,380

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Support Service Costs	6,470	6,250	6,250	6,490
Total Expenditure	6,470	6,250	6,250	6,490

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	136	520	350	520
Supplies & Services	332	2,200	750	2,200
Support Service Costs	133,240	128,420	128,420	136,980
Total Expenditure	133,708	131,140	129,520	139,700

ALLOCATED CENTRAL OVERHEADS

Purpose

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

Additional Information

Included in Allocated Central Overheads (ACO's) are direct costs such as Hay Evaluation Panel fees, Data Protection and the running costs of the Council's accounting system. The majority of the charges to ACO's are staff time spent on activities which benefit the entire Authority. These include activities such as the Health, Safety & Welfare Group, First Aid duties and I.T. Office Experts Group. From 2017/18 employee costs include the new Apprenticeship Levy which has been introduced by Central Government. All Services receive an apportionment of these costs which are distributed on a suitable basis.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	6,070	61,940	62,140	63,580
Supplies & Services	52,772	52,150	71,890	53,830
Support Service Costs	287,980	281,220	298,270	308,810
Capital Financing Costs	37,356	37,360	37,355	37,355
Total Expenditure	384,178	432,670	469,655	463,575
<u>Income</u>				
Fees & Charges Income	(10)	(30)	(30)	(30)
Recharge Income	(377,350)	(432,090)	(432,090)	(455,970)
Total Income	(377,360)	(432,120)	(432,120)	(456,000)
Net Expenditure	6,818	550	37,535	7,575

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	0	1,086,400	1,074,700	1,161,600
Support Service Costs	16,610	13,320	27,660	23,830
Total Expenditure	16,610	1,099,720	1,102,360	1,185,430

**ENVIRONMENTAL SERVICE
ESTIMATES
2018/19**

ENVIRONMENTAL SERVICE

Aim:

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

Our service aim supports the Council's Corporate Plan 2015-2019 and contributes most significantly to one of its four priorities, investing in Test Valley to be a great place to 'enjoy the natural and built environment'.

Summary:

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

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

Principal Activities	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Grounds Maintenance	1,364,306	1,240,100	1,253,607	1,280,527
Waste and Recycling Collection	2,426,100	2,193,000	2,207,420	2,279,514
Garden Waste Collection	(11,509)	28,280	(6,291)	(3,271)
Street Cleansing	1,236,997	1,214,200	1,213,245	1,256,042
Vehicle Workshop	106,657	67,290	121,027	78,631
Operational Overheads	24,666	19,620	49,977	35,378
Net Total Expenditure	5,147,217	4,762,490	4,838,985	4,926,821

SUBJECTIVE SUMMARY

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	4,019,862	3,881,260	3,942,608	4,116,635
Premises Costs	361,244	232,260	350,650	236,710
Transport Costs	1,582,585	1,639,500	1,641,191	1,558,649
Supplies & Services	918,302	807,050	813,240	792,510
Contract Costs	56,095	45,900	37,000	43,210
Support Service Costs	494,360	468,110	468,110	502,640
Capital Financing	682,047	646,650	693,126	736,857
Total Expenditure	8,114,495	7,720,730	7,945,925	7,987,211
<u>Income</u>				
Fees & Charges Income	(1,407,332)	(1,413,050)	(1,530,130)	(1,469,910)
Recharge Income	(1,559,946)	(1,545,190)	(1,576,810)	(1,590,480)
Total Income	(2,967,278)	(2,958,240)	(3,106,940)	(3,060,390)
Net Expenditure	5,147,217	4,762,490	4,838,985	4,926,821

GROUNDS MAINTENANCE

Purpose

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

Additional Information

The Grounds Maintenance Team uses a fleet of specialist equipment to carry out our grounds maintenance functions including mowing, preparation of sports pitches, shrub bed maintenance, planting and maintenance of floral displays, interments and the formal inspections of more than 90 playgrounds.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	1,099,612	1,063,730	1,065,690	1,160,004
Premises Costs	98,885	74,180	113,350	75,960
Transport Costs	328,978	327,820	327,745	304,500
Supplies & Services	226,727	203,760	205,460	201,890
Contract Costs	18,301	16,830	12,000	14,140
Support Service Costs	80,870	81,350	81,350	85,780
Capital Financing	180,296	154,200	173,472	169,403
Total Expenditure	2,033,669	1,921,870	1,979,067	2,011,677
<u>Income</u>				
Fees & Charges Income	(244,427)	(258,760)	(260,010)	(262,240)
Recharge Income	(424,936)	(423,010)	(465,450)	(468,910)
Total Income	(669,363)	(681,770)	(725,460)	(731,150)
Net Expenditure	1,364,306	1,240,100	1,253,607	1,280,527

WASTE AND RECYCLING COLLECTION

Purpose

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

Additional Information

There are currently 53,500 properties in the borough and the Council operate fourteen waste collection rounds collecting household waste and recyclable materials, alternating each week. The Council also provides bulky waste and clinical waste collections and we maintain a network of over 100 local recycling centres.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	1,436,180	1,368,990	1,383,555	1,431,837
Premises Costs	134,189	70,930	99,730	70,750
Transport Costs	559,919	580,410	580,320	547,560
Supplies & Services	333,582	294,980	295,970	296,956
Support Service Costs	191,300	175,690	175,690	188,090
Capital Financing	285,290	276,000	306,035	310,921
Total Expenditure	2,940,460	2,767,000	2,841,300	2,846,114
Fees & Charges Income	(514,360)	(574,000)	(633,880)	(566,600)
Net Expenditure	2,426,100	2,193,000	2,207,420	2,279,514

GARDEN WASTE COLLECTION

Purpose

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

Additional Information

We have almost 13,000 households subscribing to our Garden Waste Collection Service which collects garden waste for composting.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	193,917	194,320	204,431	209,143
Premises Costs	13,863	6,870	9,700	6,830
Transport Costs	76,223	92,750	89,000	85,590
Supplies & Services	42,968	36,490	37,930	27,958
Support Service Costs	85,930	75,490	75,490	84,850
Capital Financing	42,357	42,360	42,358	42,358
Total Expenditure	455,258	448,280	458,909	456,729
Fees & Charges Income	(466,767)	(420,000)	(465,200)	(460,000)
Net Expenditure / (Income)	(11,509)	28,280	(6,291)	(3,271)

STREET CLEANSING

Purpose

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

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	797,099	774,430	782,251	807,682
Premises Costs	24,139	16,300	22,000	17,220
Transport Costs	235,605	246,920	249,360	231,630
Supplies & Services	148,008	135,080	136,060	134,828
Contract Costs	37,794	29,070	25,000	29,070
Support Service Costs	73,560	72,970	72,970	79,310
Capital Financing	170,487	170,470	167,644	208,772
Total Expenditure	1,486,692	1,445,240	1,455,285	1,508,512
<u>Income</u>				
Fees & Charges Income	(145,424)	(127,590)	(138,590)	(145,970)
Recharge Income	(104,271)	(103,450)	(103,450)	(106,500)
Total Income	(249,695)	(231,040)	(242,040)	(252,470)
Net Expenditure	1,236,997	1,214,200	1,213,245	1,256,042

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	295,252	294,720	305,520	306,290
Premises Costs	75,957	63,630	105,520	65,600
Transport Costs	15,456	27,250	27,630	27,410
Supplies & Services	91,444	74,100	73,070	73,298
Support Service Costs	42,220	42,570	42,570	45,720
Capital Financing	3,617	3,620	3,617	5,403
Total Expenditure	523,946	505,890	557,927	523,721
<u>Income</u>				
Fees & Charges Income	(36,354)	(32,700)	(32,450)	(35,100)
Recharge Income	(380,935)	(405,900)	(404,450)	(409,990)
Total Income	(417,289)	(438,600)	(436,900)	(445,090)
Net Expenditure	106,657	67,290	121,027	78,631

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Transport Costs	354,797	351,280	355,550	351,280
Supplies & Services	5,229	4,030	4,030	4,030
Total Expenditure	360,026	355,310	359,580	355,310
Recharge Income	(360,026)	(355,310)	(359,580)	(355,310)
Net Expenditure	0	0	0	0

OPERATIONAL OVERHEADS

Purpose

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

Additional Information

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	197,802	185,070	201,161	201,679
Premises Costs	14,211	350	350	350
Transport Costs	11,607	13,070	11,586	10,679
Supplies & Services	70,344	58,610	60,720	53,550
Support Service Costs	20,480	20,040	20,040	18,890
Total Expenditure	314,444	277,140	293,857	285,148
Recharge Income	(289,778)	(257,520)	(243,880)	(249,770)
Net Expenditure	24,666	19,620	49,977	35,378

**ESTATES & ECONOMIC DEVELOPMENT
SERVICE
ESTIMATES
2018/19**

ESTATES & ECONOMIC DEVELOPMENT SERVICE

Aim:

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

Summary:

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

The Service is managed by the Head of Estates, assisted by four 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; an Economic Development Officer who deals with the Council's economic activities (including economic regeneration, development and partnership working, tourism promotion etc.) and the Engineering and Transport Manager who is responsible for the management and enforcement of the Council's off-street car parks, the management of on-street parking restrictions, providing advice on planning applications and delivery of transport schemes. It also undertakes street naming and numbering and their maintenance.

ESTATES, ECONOMIC DEVELOPMENT & TRANSPORT SERVICE

SUMMARY ESTIMATES

Principal Activities	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Estates Support Unit	575,907	537,620	622,500	663,590
Property Portfolio				
Andover Market	(19,201)	(19,260)	(17,590)	(19,260)
Business Park Development	(5,092,338)	(5,116,790)	(5,329,220)	(5,578,530)
Investment Properties	(815,018)	(932,400)	(800,920)	(952,120)
Union Street	(76,799)	(89,830)	(89,570)	(89,800)
Chantry Centre	(223,123)	(491,520)	(491,520)	(355,650)
Corporate Properties	(303,671)	(271,920)	(301,350)	(281,000)
Total - Property Portfolio	(6,530,150)	(6,921,720)	(7,030,170)	(7,276,360)
Economic Development & Promotion	89,576	98,370	139,890	101,640
Promotion of Tourism	99,112	96,750	104,370	102,280
Total Economic Development and Promotion	188,688	195,120	244,260	203,920
Town Centre Management	40,859	39,610	34,450	35,630
Premises Management				
Public Halls	361,720	353,890	410,240	375,800
Leisure Facilities	31,584	54,000	43,000	47,000
Andover Bus Station	35,164	2,140	15,730	14,280
Public Conveniences	272,355	210,850	236,470	211,230
Office Accommodation	14,863	37,080	(34,200)	(43,170)
Depot Costs	0	40	7,000	140
Andover Magistrates Court	59,176	50,200	49,510	45,330
Maintenance Works	235,054	230,900	250,760	276,830
Reactive / Planned Maintenance	0	330,430	161,650	302,730
Building Cleaning	74,328	55,320	55,080	54,230
Total - Premises Management	1,084,244	1,324,850	1,195,240	1,284,400
Transportation				
Engineers	167,316	224,600	265,710	340,424
Highways	92,891	117,790	145,890	128,350
Parking	(1,263,936)	(1,279,880)	(1,196,989)	(1,204,282)
Community Transport	52,043	61,000	55,000	61,000
Total - Transportation	(951,686)	(876,490)	(730,389)	(674,508)
Net Total Income	(5,592,138)	(5,701,010)	(5,664,109)	(5,763,328)

SUBJECTIVE SUMMARY

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	1,969,635	2,018,570	2,031,475	2,231,696
Premises Costs	2,452,090	2,444,750	2,496,130	2,287,780
Transport Costs	53,502	58,040	50,450	56,590
Supplies & Services	1,141,234	1,131,290	1,225,070	1,117,280
Contract Costs	242,583	680,000	436,360	380,000
Transfer Costs	52,043	61,000	55,000	61,000
Support Service Costs	1,288,110	1,261,050	1,288,310	1,321,740
Capital Charges	631,869	652,330	654,876	786,776
Total Expenditure	7,831,066	8,307,030	8,237,671	8,242,862
<u>Income</u>				
Fees & Charges Income	(11,030,492)	(11,265,000)	(11,267,030)	(11,477,620)
Recharge Income	(2,392,712)	(2,743,040)	(2,634,750)	(2,528,570)
Total Income	(13,423,204)	(14,008,040)	(13,901,780)	(14,006,190)
Net Income	(5,592,138)	(5,701,010)	(5,664,109)	(5,763,328)

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 2017 the Service was responsible for land and property with a value of around £123.6M, this now includes Car Parks. Rental income generated by these assets is approximately £8M per annum. Rental income for 2018/19 is estimated to be approximately £8.2M due to the purchase of new investment properties. The management of the portfolio includes asset disposal, where necessary, to generate capital receipts for the Council.

The 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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	666,232	685,540	733,090	793,670
Transport Costs	9,690	9,220	9,130	9,110
Supplies & Services	135,905	73,040	112,510	79,670
Support Service Costs	134,850	131,870	138,890	143,190
Total Expenditure	946,677	899,670	993,620	1,025,640
Recharge Income	(370,770)	(362,050)	(371,120)	(362,050)
Net Expenditure	575,907	537,620	622,500	663,590

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	10,039	9,980	9,980	9,980
Support Service Costs	10,760	10,760	10,760	10,760
Total Expenditure	20,799	20,740	20,740	20,740
Fees & Charges Income	(40,000)	(40,000)	(38,330)	(40,000)
Net Income	(19,201)	(19,260)	(17,590)	(19,260)

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	201,178	140,250	161,940	124,430
Supplies & Services	187,918	202,080	204,080	211,780
Support Service Costs	120,980	117,130	117,130	121,740
Sub-Contractor Costs	3,498	0	0	0
Total Expenditure	513,574	459,460	483,150	457,950
Fees & Charges Income	(5,605,912)	(5,576,250)	(5,812,370)	(6,036,480)
Net Income	(5,092,338)	(5,116,790)	(5,329,220)	(5,578,530)

INVESTMENT PROPERTIES

Purpose

To increase the revenue stream to the Council

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	29,456	22,970	56,450	21,830
Supplies & Services	6,761	0	18,320	0
Third Party Payments	967	0	1,360	0
Total Expenditure	37,184	22,970	76,130	21,830
Fees & Charges Income	(852,202)	(955,370)	(877,050)	(973,950)
Net Income	(815,018)	(932,400)	(800,920)	(952,120)

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	3,139	1,150	1,560	1,340
Support Service Costs	1,260	1,220	1,220	1,270
Total Expenditure	4,399	2,370	2,780	2,610
Fees & Charges Income	(81,198)	(92,200)	(92,350)	(92,410)
Net Income	(76,799)	(89,830)	(89,570)	(89,800)

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 Aviva.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Support Service Costs	18,880	18,480	18,480	18,950
Total Expenditure	18,880	18,480	18,480	18,950
Fees & Charges Income	(242,003)	(510,000)	(510,000)	(374,600)
Net Income	(223,123)	(491,520)	(491,520)	(355,650)

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 of approximately of £600,000 through lettings to third parties. Included in this figure is the Council's income share from the Odeon Cinema development.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	117,857	76,470	111,280	80,830
Supplies & Services	12,009	11,350	11,300	11,350
Third Party Payments	1,058	0	0	0
Support Service Costs	199,330	192,420	192,420	200,430
Capital Charges	6,462	17,180	6,460	24,810
Total Expenditure	336,716	297,420	321,460	317,420
Fees & Charges Income	(640,387)	(569,340)	(622,810)	(598,420)
Net Income	(303,671)	(271,920)	(301,350)	(281,000)

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	567	500	390	0
Transport Costs	1,560	1,600	1,590	1,600
Supplies & Services	105,264	147,310	154,450	115,680
Support Service Costs	10,720	9,960	9,960	10,360
Total Expenditure	118,111	159,370	166,390	127,640
Fees & Charges Income	(28,535)	(61,000)	(26,500)	(26,000)
Net Expenditure	89,576	98,370	139,890	101,640

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	8,200	3,420	4,670	3,430
Transport Costs	1,360	1,280	1,240	1,360
Grants	70,387	70,400	70,400	72,180
Other Supplies & Services	13,785	16,240	22,650	19,770
Support Service Costs	5,530	5,410	5,410	5,540
Total Expenditure	99,262	96,750	104,370	102,280
Fees & Charges Income	(150)	0	0	0
Net Expenditure	99,112	96,750	104,370	102,280

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 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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	1,500	1,500	1,500	1,500
Grants	38,626	19,080	23,420	19,370
Other Supplies & Services	501	0	0	0
Support Service Costs	19,290	19,030	19,030	19,260
Total Expenditure	59,917	39,610	43,950	40,130
Fees & Charges Income	(19,058)	0	(9,500)	(4,500)
Net Expenditure	40,859	39,610	34,450	35,630

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.

Eight new community buildings are being built by developers as Planning gains, three community centres and five sports pavilions. Of these eight new buildings three community centres and two sports pavilions have been adopted by the Council. These have been integrated into the Council's property portfolio. In 2018/19 there will be two further sports pavilions adopted.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	174,871	92,100	137,080	93,930
Supplies & Services	9,592	11,680	22,770	14,770
Third Party Payments	320	0	0	0
Support Service Costs	124,880	124,790	124,790	124,930
Capital Charges	190,355	187,320	182,650	186,170
Total Expenditure	500,018	415,890	467,290	419,800
Fees & Charges Income	(138,298)	(62,000)	(57,050)	(44,000)
Net Expenditure	361,720	353,890	410,240	375,800

LEISURE FACILITIES

Purpose

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	31,584	54,000	43,000	47,000
Total Expenditure	31,584	54,000	43,000	47,000

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	85,588	54,250	73,360	66,710
Supplies & Services	(1,305)	500	0	200
Total Expenditure	84,283	54,750	73,360	66,910
Fees & Charges Income	(49,119)	(52,610)	(57,630)	(52,630)
Net Expenditure	35,164	2,140	15,730	14,280

PUBLIC CONVENIENCES

Purpose

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

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	36,386	51,860	6,000	53,420
Premises Costs	167,561	150,910	144,940	139,640
Transport Costs	4,968	7,650	2,630	5,250
Supplies & Services	50,905	17,200	40,670	27,790
Third Party Payments	15,866	0	55,000	0
Support Service Costs	37,910	37,840	37,840	38,780
Capital Charges	13,655	13,680	13,680	13,680
Total Expenditure	327,251	279,140	300,760	278,560
Recharge Income	(54,896)	(68,290)	(64,290)	(67,330)
Net Expenditure	272,355	210,850	236,470	211,230

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Beech Hurst, Andover				
<u>Expenditure</u>				
Premises Costs	522,411	449,590	488,910	462,480
Supplies & Services	29,557	23,570	24,480	25,080
Contract Costs	23,534	25,000	25,000	25,000
Support Service Costs	13,280	12,930	12,930	13,410
Capital Charges	123,356	127,660	127,780	132,380
Total Expenditure	712,138	638,750	679,100	658,350
Fees & Charges Income	(122,765)	(124,630)	(153,550)	(174,630)
Net Expenditure	589,373	514,120	525,550	483,720
Former Magistrates Court, Romsey				
<u>Expenditure</u>				
Premises Costs	47,944	47,810	56,220	51,060
Supplies & Services	2,981	4,300	4,500	4,300
Third Party Payments	70	0	0	0
Capital Charges	15,713	15,710	15,710	15,710
Total Expenditure	66,708	67,820	76,430	71,070
Fees & Charges Income	(23,990)	(37,200)	(37,200)	(37,200)
Net Expenditure	42,718	30,620	39,230	33,870

OFFICE ACCOMMODATION (Cont.)

Purpose

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

Additional Information

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

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

	Actual 2016/17	Original Estimate 2017/18	Forecast 2017/18	Original Estimate 2018/19
	£	£	£	£
Premises Management				
<u>Expenditure</u>				
Employee Costs	108,381	123,130	114,730	128,320
Transport Costs	147	250	100	100
Supplies & Services	4,854	7,340	5,430	7,410
Support Service Costs	29,790	29,710	29,710	25,700
Total Expenditure	143,172	160,430	149,970	161,530
Recharge Income	(155,260)	(155,260)	(155,260)	(155,260)
Net Expenditure / (Income)	(12,088)	5,170	(5,290)	6,270
General Office Accommodation				
Recharge Income	(605,140)	(512,830)	(593,690)	(567,030)
Net Expenditure/ (Income)	14,863	37,080	(34,200)	(43,170)

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	188,862	170,370	304,050	165,670
Supplies & Services	7,070	2,850	7,860	950
Support Service Costs	6,420	6,280	6,280	6,500
Capital Charges	153,488	58,380	62,160	69,790
Total Expenditure	355,840	237,880	380,350	242,910
Recharge Income	(355,840)	(237,840)	(373,350)	(242,770)
Net Expenditure	0	40	7,000	140

ANDOVER MAGISTRATES COURT

Purpose

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Premises Costs	52,841	43,870	39,180	39,000
Supplies & Services	7	0	17,570	0
Capital Charges	6,328	6,330	6,330	6,330
Total Expenditure	59,176	50,200	63,080	45,330
Total Income	0	0	(13,570)	0
Net Expenditure	59,176	50,200	49,510	45,330

MAINTENANCE WORKS

Purpose

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

Additional Information

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

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	249,520	248,370	256,210	306,780
Premises Costs	12,942	12,740	22,520	13,330
Transport Costs	20,188	22,010	21,840	23,130
Supplies & Services	69,062	148,490	117,760	140,750
Sub-Contractor Costs	192,671	650,000	350,000	350,000
Support Service Costs	136,970	136,400	136,400	143,710
Capital Charges	14,029	13,940	13,940	20,740
Total Expenditure	695,382	1,231,950	918,670	998,440
<u>Income</u>				
Fees and Charges	(13,456)	0	(5,320)	0
Recharge Income	(446,872)	(1,001,050)	(662,590)	(721,610)
Total Income	(460,328)	(1,001,050)	(667,910)	(721,610)
Net Expenditure	235,054	230,900	250,760	276,830

REACTIVE / PLANNED MAINTENANCE

Purpose

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

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Reactive Maintenance	0	330,430	161,650	302,730
Total Expenditure	0	330,430	161,650	302,730

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	133,534	118,260	122,310	125,290
Premises Costs	459	0	160	0
Transport Costs	82	0	0	0
Supplies & Services	26,948	25,090	29,370	25,450
Sub-Contractor Costs	4,599	5,000	5,000	5,000
Support Service Costs	53,700	53,620	53,620	51,940
Total Expenditure	219,322	201,970	210,460	207,680
<u>Income</u>				
Fees and Charges Income	(130)	0	0	0
Recharge Income	(144,864)	(146,650)	(155,380)	(153,450)
Total Income	(144,994)	(146,650)	(155,380)	(153,450)
Net Expenditure	74,328	55,320	55,080	54,230

ENGINEERS

Purpose

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	433,954	418,160	435,720	430,944
Premises Costs	772	760	1,500	800
Transport Costs	12,659	12,870	10,780	12,840
Supplies & Services	25,476	24,490	18,800	19,240
Support Service Costs	56,260	54,480	61,230	65,120
Capital Financing	73,000	176,650	174,290	274,290
Total Expenditure	602,121	687,410	702,320	803,234
<u>Income</u>				
Fees & Charges Income	(177,845)	(205,850)	(179,650)	(205,850)
Recharge Income	(256,960)	(256,960)	(256,960)	(256,960)
Total Income	(434,805)	(462,810)	(436,610)	(462,810)
Net Expenditure	167,316	224,600	265,710	340,424

HIGHWAYS

Purpose

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

Additional Information

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

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Highways: Non-Agency				
<u>Expenditure</u>				
Premises Costs	72,104	44,400	77,000	48,000
Support Service Costs	22,810	22,650	22,650	22,840
Total Expenditure	94,914	67,050	99,650	70,840
Fees & Charges Income	(17,393)	(17,000)	(21,500)	(28,450)
Net Expenditure	77,521	50,050	78,150	42,390

HIGHWAYS (Cont.)

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Highways: Agency				
<u>Expenditure</u>				
Premises Costs	129,896	129,900	170	0
Supplies & Services	24,983	21,000	16,630	16,800
Support Service Costs	183,420	181,700	181,700	183,720
Total Expenditure	338,299	332,600	198,500	200,520
Fees & Charges Income	(322,929)	(264,860)	(130,760)	(114,560)
Net Expenditure	15,370	67,740	67,740	85,960
Net Expenditure for Highways	92,891	117,790	145,890	128,350

PARKING

Purpose

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

Additional Information

The primary costs included in the budget are for management, patrolling and maintenance of both the Council's off street pay and display car parks and on street parking restrictions. Currently the Council manages 3,060 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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	341,628	373,250	363,415	393,272
Premises Costs	592,319	607,380	598,620	614,090
Transport Costs	2,848	3,160	3,140	3,200
Supplies & Services	319,948	305,280	302,100	304,740
Support Service Costs	101,070	94,370	107,860	113,590
Capital Financing	35,483	35,480	51,876	42,876
Total Expenditure	1,393,296	1,418,920	1,427,011	1,471,768
<u>Income</u>				
Fees & Charges Income	(2,655,122)	(2,696,690)	(2,621,890)	(2,673,940)
Recharge Income	(2,110)	(2,110)	(2,110)	(2,110)
Total Income	(2,657,232)	(2,698,800)	(2,624,000)	(2,676,050)
Net Income	(1,263,936)	(1,279,880)	(1,196,989)	(1,204,282)

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Transfer Payments	52,043	61,000	55,000	61,000
Total Expenditure	52,043	61,000	55,000	61,000

**FINANCE SERVICE
ESTIMATES
2018/19**

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.

Principal Activities	Actuals 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Finance Service	5,782	30	6,990	470
Net Total Expenditure	5,782	30	6,990	470

SUBJECTIVE SUMMARY

	Actuals 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	786,960	755,770	750,500	777,620
Transport Costs	6,286	6,780	6,520	6,940
Supplies & Services	43,495	53,300	53,230	55,010
Support Service Costs	142,040	138,510	148,640	148,970
Total Expenditure	978,781	954,360	958,890	988,540
<u>Income</u>				
Fees & Charges Income	(399)	(2,820)	(390)	(2,820)
Recharge Income	(972,600)	(951,510)	(951,510)	(985,250)
Total Income	(972,999)	(954,330)	(951,900)	(988,070)
Net Expenditure	5,782	30	6,990	470

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 4,500 debtor invoices and 16,500 creditor invoices per annum.

	Actuals 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	786,960	755,770	750,500	777,620
Transport Costs	6,286	6,780	6,520	6,940
Supplies & Services	43,495	53,300	53,230	55,010
Support Service Costs	142,040	138,510	148,640	148,970
Total Expenditure	978,781	954,360	958,890	988,540
<u>Income</u>				
Fees & Charges	(399)	(2,820)	(390)	(2,820)
Recharge Income	(972,600)	(951,510)	(951,510)	(985,250)
Total Income	(972,999)	(954,330)	(951,900)	(988,070)
Net Expenditure	5,782	30	6,990	470

**HOUSING & ENVIRONMENTAL HEALTH
SERVICE ESTIMATES
2018/19**

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. This includes housing strategies, 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, Hampshire Home Choice, and commissioning the provision of new affordable housing developed mainly by registered housing providers.

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

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

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

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

HOUSING & ENVIRONMENTAL HEALTH SERVICE

Summary Estimates - by Activity

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

Principal Activities	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Housing Activities				
General Management	(1)	0	0	0
Housing Options	744,660	721,340	559,600	764,320
Hampshire Home Choice	8,283	3,810	3,600	5,380
Housing Development	69,573	1,180,220	576,710	1,188,670
Business Support	(3)	0	0	0
Total - Housing Activities	822,512	1,905,370	1,139,910	1,958,370
Health Activities				
Pest Control	106,197	82,280	108,420	89,680
Environmental Protection	282,338	257,520	323,870	275,650
Housing Standards	140,731	622,750	186,980	53,310
Animal Welfare	107,138	109,010	111,930	114,020
Health Protection	318,707	320,940	292,340	344,290
Total - Health Activities	955,111	1,392,500	1,023,540	876,950
Net Total Expenditure	1,777,623	3,297,870	2,163,450	2,835,320

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	1,665,922	1,615,580	1,642,010	1,650,580
Premises Costs	3,788	6,630	8,290	6,780
Transport Costs	41,507	51,390	40,730	50,330
Supplies & Services	261,394	238,320	258,060	247,830
Transfer Payments	87,005	156,000	156,000	156,000
Support Service Costs	940,880	894,610	917,540	935,000
Capital Financing	802,393	2,024,980	1,491,580	2,124,980
Total Expenditure	3,802,889	4,987,510	4,514,210	5,171,500
<u>Income</u>				
Fees & Charges Income	(315,087)	(441,140)	(550,210)	(447,350)
Government Grant	(937,669)	(500,000)	(1,030,560)	(1,123,400)
Recharge Income	(772,510)	(748,500)	(769,990)	(765,430)
Total Income	(2,025,266)	(1,689,640)	(2,350,760)	(2,336,180)
Net Total Expenditure	1,777,623	3,297,870	2,163,450	2,835,320

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	96,338	87,140	97,440	95,250
Transport Costs	200	200	200	200
Supplies & Services	1,081	1,130	1,280	1,330
Support Service Costs	65,690	72,750	72,750	76,960
Total Expenditure	163,309	161,220	171,670	173,740
Recharge Income	(163,310)	(161,220)	(171,670)	(173,740)
Net Expenditure / (Income)	(1)	0	0	0

HOUSING OPTIONS

Purpose

The Council has a statutory duty to assess housing need and assist those who are homeless or threatened with homelessness under Part 7 of the Housing Act 1996 (as amended). 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 Hampshire Home Choice sub-regional choice based lettings scheme, liaises with the Council's housing association partners and provides nominations when vacancies occur within the affordable housing stock. There are currently approximately 1,900 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 housing providers.

The team also provides housing advice which is aimed at preventing and relieving homelessness. Between January and December 2017, over 1,700 households approached the Council for advice and assistance with regard to their housing situation. During 2016/17, the Council processed 63 applications under the statutory homelessness framework, and accepted the main housing duty to 41 of those who applied. Additionally, there were 58 households in temporary accommodation at the end of March 2017. At the end of December 2017, there were 63 households residing in temporary accommodation provided by the Council. In addition, the team prevented homelessness for 420 households during 2016/17. Between January 2017 and December 2017, the team prevented 339 households from becoming homeless.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	429,393	404,420	419,150	411,180
Premises Costs	1,473	4,340	4,350	4,380
Transport Costs	7,409	7,790	8,200	7,910
Supplies & Services	59,112	64,400	66,310	66,060
Transfer Payments	87,005	156,000	156,000	156,000
Support Service Costs	261,280	246,810	236,160	280,860
Capital Financing	59,929	59,930	59,930	59,930
Total Expenditure	905,601	943,690	950,100	986,320
<u>Income</u>				
Fees & Charges Income	(87,541)	(148,950)	(317,100)	(148,600)
Recharge Income	(73,400)	(73,400)	(73,400)	(73,400)
Total Income	(160,941)	(222,350)	(390,500)	(222,000)
Net Expenditure	744,660	721,340	559,600	764,320

HAMPSHIRE HOME CHOICE

Purpose

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

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	57,692	53,880	54,330	55,600
Transport Costs	789	700	500	700
Supplies & Services	41,852	36,330	47,430	41,280
Support Service Costs	3,640	2,900	3,010	4,320
Total Expenditure	103,973	93,810	105,270	101,900
Fees & Charges Income	(95,690)	(90,000)	(101,670)	(96,520)
Net Expenditure	8,283	3,810	3,600	5,380

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; 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 2016/17 our Registered Provider partners developed 266 new affordable homes. By December 2017, a further 175 affordable homes have been delivered.

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	147,190	147,250	144,950	150,740
Transport Costs	194	1,200	1,000	1,200
Supplies & Services	9,804	10,330	10,700	11,020
Support Service Costs	43,250	42,310	44,930	46,580
Capital Financing	0	1,110,000	507,500	1,110,000
Total Expenditure	200,438	1,311,090	709,080	1,319,540
<u>Income</u>				
Fees & Charges Income	(15)	(20)	(1,520)	(20)
Recharge Income	(130,850)	(130,850)	(130,850)	(130,850)
Total Income	(130,865)	(130,870)	(132,370)	(130,870)
Net Expenditure	69,573	1,180,220	576,710	1,188,670

BUSINESS SUPPORT

Purpose

The administrative support costs of the Housing and Environmental Health teams are centralised and managed by the Housing Development Manager. The team comprises of 3 officers plus an apprentice.

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	86,782	81,050	84,090	82,410
Transport Costs	559	400	0	400
Supplies & Services	42,106	42,110	49,070	41,600
Support Service Costs	159,920	143,890	145,330	147,450
Total Expenditure	289,367	267,450	278,490	271,860
Recharge Income	(289,370)	(267,450)	(278,490)	(271,860)
Net Expenditure / (Income)	(3)	0	0	0

PEST CONTROL

Purpose

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

Additional Information

The staff team comprises two full time pest control officers who carry out pest control service treatments and also help the Environmental Protection Team to investigate certain public health pest control problems and take enforcement action where appropriate. An external contractor is used to deal with pest control treatment requests during periods of high demand and thereby avoid unacceptable response times. In this way the cost of providing the service has been minimised while still offering the same level of service to the public.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	78,502	78,480	74,790	80,910
Premises Costs	2,315	2,290	3,940	2,400
Transport Costs	11,427	12,510	9,230	12,620
Supplies & Services	9,024	15,030	13,260	15,310
Support Service Costs	47,750	40,040	48,800	44,510
Capital Financing	3,076	3,080	3,080	3,080
Total Expenditure	152,094	151,430	153,100	158,830
Fees & Charges Income	(45,897)	(69,150)	(44,680)	(69,150)
Net Expenditure	106,197	82,280	108,420	89,680

ENVIRONMENTAL PROTECTION

Purpose

The Council has a statutory obligation to undertake a wide range of environmental protection functions, such as the investigation of noise and other nuisance problems, the monitoring of local air quality, the checking of the quality of water taken from private water supplies, the control of industrial emissions from certain processes, and the investigation and regulation of land contamination matters.

Additional Information

A key area of work for the team is to help prevent nuisance problems from occurring, protect the environment and minimise the effects of all types of pollution.

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	245,383	224,790	269,940	231,940
Transport Costs	3,360	5,000	4,000	5,000
Supplies & Services	12,626	15,050	13,090	15,480
Support Service Costs	90,000	83,660	107,860	94,250
Total Expenditure	351,369	328,500	394,890	346,670
<u>Income</u>				
Fees & Charges Income	(27,051)	(29,000)	(29,040)	(29,040)
Recharge Income	(41,980)	(41,980)	(41,980)	(41,980)
Total Income	(69,031)	(70,980)	(71,020)	(71,020)
Net Expenditure	282,338	257,520	323,870	275,650

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 residential properties. The team is involved in developing and supporting a range of initiatives to keep older, disabled and vulnerable people healthy and safe in their homes, and provides energy efficiency advice to householders.

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	158,836	185,870	180,500	180,370
Transport Costs	6,222	9,150	7,660	9,030
Supplies & Services	43,474	10,850	10,900	11,440
Support Service Costs	136,700	131,900	116,380	90,890
Capital Financing	737,419	850,000	919,100	950,000
Total Expenditure	1,082,651	1,187,770	1,234,540	1,241,730
<u>Income</u>				
Fees & Charges Income	(4,251)	(65,020)	(17,000)	(65,020)
Government Grant	(937,669)	(500,000)	(1,030,560)	(1,123,400)
Total Income	(941,920)	(565,020)	(1,047,560)	(1,188,420)
Net Expenditure	140,731	622,750	186,980	53,310

ANIMAL WELFARE

Purpose

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

Additional Information

The Animal Welfare Officer works as part of the Environmental Protection team and 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, the re-homing of unclaimed 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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	39,019	35,560	37,410	36,750
Transport Costs	6,727	8,940	4,940	7,770
Supplies & Services	35,203	36,960	37,150	37,650
Support Service Costs	42,190	41,360	46,360	45,660
Capital Financing	1,969	1,970	1,970	1,970
Total Expenditure	125,108	124,790	127,830	129,800
<u>Income</u>				
Fees & Charges Income	(11,190)	(9,000)	(9,120)	(9,000)
Recharge Income	(6,780)	(6,780)	(6,780)	(6,780)
Total Income	(17,970)	(15,780)	(15,900)	(15,780)
Net Expenditure	107,138	109,010	111,930	114,020

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 and skin piercing registration.

Additional Information

Enforcement, education and risk based interventions are used to improve standards within the premises (in excess of 2,000) for which the team is responsible. The Food Standards Agency and the Health & Safety Executive play a part in directing the work of the team.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	326,787	317,140	279,410	325,430
Transport Costs	4,620	5,500	5,000	5,500
Supplies & Services	7,112	6,130	8,870	6,660
Support Service Costs	90,460	88,990	95,960	103,520
Total Expenditure	428,979	417,760	389,240	441,110
<u>Income</u>				
Fees & Charges Income	(43,452)	(30,000)	(30,080)	(30,000)
Recharge Income	(66,820)	(66,820)	(66,820)	(66,820)
Total Income	(110,272)	(96,820)	(96,900)	(96,820)
Net Expenditure	318,707	320,940	292,340	344,290

**I.T. SERVICE
ESTIMATES
2018/19**

I.T. SERVICE

Aim:

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

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

From 2012 onwards the IT Service has successfully delivered projects to rationalise and consolidate IT resources and assets with Winchester City Council as part of the shared IT service, enabling ongoing savings and avoidance of capital funding to both organisations. In addition to staff and assets, systems and applications (including third party) are being considered on a case by case basis to be rationalised and consolidated where feasible and appropriate in order to realise further benefits and savings relating to economies of scale.

IT strategy sets out plans to maximise capacity, performance and availability. This includes seeking to drive further savings and efficiencies using new technologies and the effective use of faster mobile coverage within the borough to promote better ways of working to maximise business productivity.

Summary Estimates - by Activity

Principal Activities	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Management Team	(652,439)	(707,890)	(705,841)	(772,018)
Service Desk	10,361	11,700	4,970	2,643
Infrastructure	466,115	489,730	511,749	564,210
Corporate Services	216,749	208,320	221,908	205,362
Net Total Expenditure	40,786	1,860	32,786	197

SUBJECTIVE SUMMARY

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	691,228	681,710	691,070	717,828
Premises Costs	107	120	1,540	1,440
Transport Costs	8,102	10,050	9,150	9,130
Supplies & Services	450,993	477,990	488,640	470,960
Support Service Costs	189,310	183,140	185,450	188,710
Capital Charges	103,305	106,670	107,748	114,409
Total Expenditure	1,443,045	1,459,680	1,483,598	1,502,477
<u>Income</u>				
Fees & Charges Income	(75,768)	(104,950)	(100,090)	(117,110)
Recharge Income	(1,326,491)	(1,352,870)	(1,350,722)	(1,385,170)
Total Income	(1,402,259)	(1,457,820)	(1,450,812)	(1,502,280)
Net Expenditure	40,786	1,860	32,786	197

MANAGEMENT TEAM

Purpose

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

Additional Information

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	160,410	150,870	162,790	166,869
Transport Costs	6,642	6,970	6,950	6,730
Supplies & Services	21,704	25,160	24,310	24,060
Support Service Costs	125,290	119,320	124,210	125,370
Capital Charges	70,233	73,600	63,649	29,143
Total Expenditure	384,279	375,920	381,909	352,172
<u>Income</u>				
Fees & Charges Income	(41,753)	(42,280)	(46,220)	(49,470)
Recharge Income	(994,965)	(1,041,530)	(1,041,530)	(1,074,720)
Total Income	(1,036,718)	(1,083,810)	(1,087,750)	(1,124,190)
Net Income	(652,439)	(707,890)	(705,841)	(772,018)

SERVICE DESK

Purpose

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

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	168,367	174,080	156,010	176,173
Transport Costs	776	1,500	1,000	1,000
Supplies & Services	1,901	1,640	2,200	2,310
Support Service Costs	22,230	22,590	22,590	23,800
Total Expenditure	193,274	199,810	181,800	203,283
<u>Income</u>				
Fees & Charges Income	(32,938)	(61,270)	(49,990)	(66,240)
Recharge Income	(149,975)	(126,840)	(126,840)	(134,400)
Total Income	(182,913)	(188,110)	(176,830)	(200,640)
Net Expenditure	10,361	11,700	4,970	2,643

INFRASTRUCTURE

Purpose

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

Additional Information

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	228,498	230,850	238,650	242,904
Premises Costs	0	0	1,420	1,320
Transport Costs	255	1,380	1,000	1,200
Supplies & Services	182,960	202,740	204,890	209,720
Support Service Costs	21,330	21,690	21,690	23,800
Capital Charges	33,072	33,070	44,099	85,266
Total Expenditure	466,115	489,730	511,749	564,210

CORPORATE SERVICES

Purpose

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

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

Additional Information

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

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	133,953	125,910	133,620	131,882
Premises Costs	107	120	120	120
Transport Costs	429	200	200	200
Supplies & Services	244,428	248,450	257,240	234,870
Support Service Costs	20,460	19,540	16,960	15,740
Total Expenditure	399,377	394,220	408,140	382,812
<u>Income</u>				
Fees & Charges Income	(1,077)	(1,400)	(3,880)	(1,400)
Recharge Income	(181,551)	(184,500)	(182,352)	(176,050)
Total Income	(182,628)	(185,900)	(186,232)	(177,450)
Net Expenditure	216,749	208,320	221,908	205,362

**LEGAL & DEMOCRATIC SERVICE
ESTIMATES
2018/19**

LEGAL & DEMOCRATIC SERVICE

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

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

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

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

The Service is responsible for all electoral service functions.

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

Principal Activities	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Legal				
Legal Function	58,988	6,980	38,480	2,290
Land Charges	(72,026)	(100,110)	(74,570)	(72,510)
Total - Legal	(13,038)	(93,130)	(36,090)	(70,220)
Democratic				
Council Elections	282,689	254,540	267,880	264,430
Registration of Electors	154,650	157,330	148,250	164,190
Total - Democratic	437,339	411,870	416,130	428,620
Licensing				
Betting, Gaming & Lotteries	23,670	26,180	27,070	27,820
Alcohol & Entertainment Licensing	(58,057)	(43,690)	(45,130)	(47,900)
Scrap Metal Dealer Licences	221	2,020	2,160	2,120
Hackney Carriages & Private Hire Vehicles	(7,064)	590	2,890	6,360
Total - Licensing	(41,230)	(14,900)	(13,010)	(11,600)
Net Total Expenditure	383,071	303,840	367,030	346,800

SUBJECTIVE SUMMARY

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	1,020,245	924,670	962,150	990,160
Premises Costs	65,555	37,680	63,420	2,800
Transport Costs	25,762	13,770	18,010	7,350
Supplies & Services	620,706	401,680	715,390	234,110
Support Service Costs	478,340	455,770	456,000	479,740
Total Expenditure	2,210,608	1,833,570	2,214,970	1,714,160
<u>Income</u>				
Fees & Charges Income	(910,547)	(672,820)	(991,030)	(441,570)
Recharge Income	(916,990)	(856,910)	(856,910)	(925,790)
Total Income	(1,827,537)	(1,529,730)	(1,847,940)	(1,367,360)
Net Expenditure	383,071	303,840	367,030	346,800

LEGAL AND DEMOCRATIC FUNCTION

Purpose

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

Additional Information

Advice and expertise provided includes: -

- Legal advice, including advice in Council and the Committees of the Council
- Conduct of litigation in the courts and at tribunals and inquiries, including advocacy in the County Court, Magistrates Court and public inquiries
- Preparation of contracts and agreements
- Preparation of statutory orders and notices
- Conveyancing, including sales and purchases of land, industrial leases and related matters, licences, agreements, easements, wayleaves and similar matters.
- Advice and representation in matters of information law.

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	725,657	649,120	682,290	712,930
Transport Costs	7,750	5,020	2,630	2,700
Supplies & Services	79,026	48,370	55,860	52,260
Support Service Costs	159,630	153,660	153,890	156,430
Total Expenditure	972,063	856,170	894,670	924,320
<u>Income</u>				
Fees & Charges Income	(36,465)	(30,000)	(37,000)	(37,000)
Recharge Income	(876,610)	(819,190)	(819,190)	(885,030)
Total Income	(913,075)	(849,190)	(856,190)	(922,030)
Net Expenditure	58,988	6,980	38,480	2,290

LAND CHARGES

Purpose

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

Additional Information

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

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	49,803	61,890	50,730	62,160
Transport Costs	98	400	500	400
Supplies & Services	79,120	61,800	58,400	58,270
Support Service Costs	37,550	35,800	35,800	36,660
Total Expenditure	166,571	159,890	145,430	157,490
Fees & Charges Income	(238,597)	(260,000)	(220,000)	(230,000)
Net Income	(72,026)	(100,110)	(74,570)	(72,510)

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

A total of 90 polling stations are used together with approximately 230 polling and 120 count staff at a normal local government election. There are no scheduled elections in the Test Valley area in May 2018, however elections could be called at any time.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	150,279	113,210	133,860	119,270
Premises Costs	65,555	37,680	63,420	2,800
Transport Costs	14,368	4,850	12,220	500
Supplies & Services	356,024	188,760	474,280	16,580
Support Service Costs	122,090	118,020	118,020	127,690
Total Expenditure	708,316	462,520	801,800	266,840
<u>Income</u>				
Fees & Charges Income	(423,237)	(205,750)	(531,690)	0
Recharge Income	(2,390)	(2,230)	(2,230)	(2,410)
Total Income	(425,627)	(207,980)	(533,920)	(2,410)
Net Expenditure	282,689	254,540	267,880	264,430

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 the end of November each year. The Register is updated from the information contained within the forms and a revised register is published on 1st December.

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	1,890	4,340	0	0
Transport Costs	2,881	3,000	2,360	3,000
Supplies & Services	88,247	85,690	109,360	90,370
Support Service Costs	87,110	80,800	80,800	87,320
Total Expenditure	180,128	173,830	192,520	180,690
Fees & Charges Income	(25,478)	(16,500)	(44,270)	(16,500)
Net Expenditure	154,650	157,330	148,250	164,190

BETTING, GAMING AND LOTTERIES

Purpose

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

Additional Information

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employees Costs	5,642	6,530	5,400	5,320
Supplies & Services	56	100	120	130
Support Service Costs	36,630	34,550	34,550	35,370
Total Expenditure	42,328	41,180	40,070	40,820
Fees & Charges Income	(18,658)	(15,000)	(13,000)	(13,000)
Net Expenditure	23,670	26,180	27,070	27,820

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	50,414	58,170	56,240	53,900
Transport Costs	665	500	300	750
Supplies & Services	4,313	4,210	4,900	4,240
Support Service Costs	19,130	17,870	17,870	20,020
Total Expenditure	74,522	80,750	79,310	78,910
<u>Income</u>				
Fees & Charges Income	(101,069)	(95,000)	(95,000)	(95,000)
Recharge Income	(31,510)	(29,440)	(29,440)	(31,810)
Total Income	(132,579)	(124,440)	(124,440)	(126,810)
Net Income	(58,057)	(43,690)	(45,130)	(47,900)

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	2,821	2,570	2,700	2,660
Supplies & Services	24	20	30	30
Total Expenditure	2,845	2,590	2,730	2,690
Fees & Charges Income	(2,624)	(570)	(570)	(570)
Net Expenditure	221	2,020	2,160	2,120

HACKNEY CARRIAGES & PRIVATE HIRE VEHICLES

Purpose

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

Additional Information

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	33,739	28,840	30,930	33,920
Supplies & Services	13,896	12,730	12,440	12,230
Support Service Costs	16,200	15,070	15,070	16,250
Total Expenditure	63,835	56,640	58,440	62,400
<u>Income</u>				
Fees & Charges Income	(64,419)	(50,000)	(49,500)	(49,500)
Recharge Income	(6,480)	(6,050)	(6,050)	(6,540)
Total Income	(70,899)	(56,050)	(55,550)	(56,040)
Net Expenditure / (Income)	(7,064)	590	2,890	6,360

**PLANNING & BUILDING SERVICE
ESTIMATES
2018/19**

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.

Principal Activities	Actual 2016/17	Original Estimate 2017/18	Forecast 2017/18 £	Original Estimate 2018/19 £
Development Control & Enforcement	2,041,235	1,500,400	1,600,804	1,657,236
Building Control	86,229	73,000	36,049	74,308
Net Total Expenditure	2,127,464	1,573,400	1,636,853	1,731,544

SUBJECTIVE SUMMARY

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	2,216,419	2,143,690	2,136,515	2,208,084
Premises Costs	1,957	640	1,090	670
Transport Costs	38,856	48,050	41,700	45,060
Supplies & Services	441,913	251,800	346,979	297,890
Support Service Costs	955,990	926,100	943,260	976,100
Capital Charges	9,080	9,080	9,079	0
Total Expenditure	3,664,215	3,379,360	3,478,623	3,527,804
<u>Income</u>				
Fees & Charges Income	(1,456,531)	(1,725,740)	(1,761,550)	(1,716,040)
Recharge Income	(80,220)	(80,220)	(80,220)	(80,220)
Total Income	(1,536,751)	(1,805,960)	(1,841,770)	(1,796,260)
Net Total Expenditure	2,127,464	1,573,400	1,636,853	1,731,544

DEVELOPMENT CONTROL AND ENFORCEMENT

Purpose

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

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	1,883,275	1,816,340	1,808,381	1,876,606
Premises Costs	1,957	640	1,090	670
Transport Costs	19,723	25,600	22,150	25,600
Other Supplies & Services	418,469	220,030	305,043	260,920
Support Service Costs	889,170	863,710	880,870	909,660
Total Expenditure	3,212,594	2,926,320	3,017,534	3,073,456
<u>Income</u>				
Fees & Charges Income	(1,091,139)	(1,345,700)	(1,336,510)	(1,336,000)
Recharge Income	(80,220)	(80,220)	(80,220)	(80,220)
Total Income	(1,171,359)	(1,425,920)	(1,416,730)	(1,416,220)
Net Expenditure	2,041,235	1,500,400	1,600,804	1,657,236

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	333,144	327,350	328,134	331,478
Transport Costs	19,133	22,450	19,550	19,460
Supplies & Services	23,444	31,770	41,936	36,970
Support Service Costs	66,820	62,390	62,390	66,440
Capital Charges	9,080	9,080	9,079	0
Total Expenditure	451,621	453,040	461,089	454,348
Fees & Charges Income	(365,392)	(380,040)	(425,040)	(380,040)
Net Expenditure	86,229	73,000	36,049	74,308

**REVENUES SERVICE
ESTIMATES
2018/19**

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 four main areas. These are Customer Service, Housing Benefit, Council Tax (Including Council Tax Support), and 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 Revenues Service is responsible for the assessment and payment of Housing Benefit to qualifying residents on a low income. An important area of work for this team is assisting residents to apply for the benefits they are entitled to, serving some of the most vulnerable residents in the Borough. This area of the Service's work is subject to significant external inspection.

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

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

REVENUES SERVICE
SUMMARY ESTIMATES

Principal Activities	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Local Taxation Services	788,579	676,860	687,490	730,501
Council Tax Support Administration	257,705	411,435	378,900	357,653
Council Tax Benefit	(18,529)	0	0	0
Housing Benefit - Homelessness	10,953	10,000	10,000	10,000
Housing Benefit - Rent Allowances	(305,616)	(210,000)	(210,000)	(210,000)
Housing Benefit - Rent Allowances Administration	398,764	276,895	195,340	238,066
Customer Services Unit	8,302	(690)	(25,110)	(35,600)
Net Total Expenditure	1,140,158	1,164,500	1,036,620	1,090,620

SUBJECTIVE SUMMARY

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	2,040,808	1,883,430	1,733,170	1,795,600
Transport Costs	10,448	9,110	7,920	8,840
Supplies & Services	557,007	631,170	722,540	679,990
Transfer Payments	30,506,221	30,920,000	30,920,000	30,920,000
Support Service Costs	691,300	640,380	609,870	626,610
Total Expenditure	33,805,784	34,084,090	33,993,500	34,031,040
<u>Income</u>				
Fees & Charges	(235,992)	(179,000)	(184,250)	(178,000)
Subsidy Income	(31,353,578)	(31,816,500)	(31,846,290)	(31,773,300)
Other Government Grants	(191,126)	(186,000)	(188,250)	(186,000)
Recharge Income	(884,930)	(738,090)	(738,090)	(803,120)
Total Income	(32,665,626)	(32,919,590)	(32,956,880)	(32,940,420)
Net Total Expenditure	1,140,158	1,164,500	1,036,620	1,090,620

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 Service, Parish Councils within the Borough and to meet its own requirements.

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

Additional Information

This budget covers the administration, billing, collection and 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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	610,918	596,490	578,400	612,031
Transport Costs	3,805	3,010	2,990	2,750
Supplies & Services	274,172	164,490	198,980	181,350
Support Service Costs	308,270	277,870	279,620	298,370
Total Expenditure	1,197,165	1,041,860	1,059,990	1,094,501
<u>Income</u>				
Government Grant	(191,123)	(186,000)	(188,250)	(186,000)
Fees & Charges Income	(217,463)	(179,000)	(184,250)	(178,000)
Total Income	(408,586)	(365,000)	(372,500)	(364,000)
Net Expenditure	788,579	676,860	687,490	730,501

COUNCIL TAX SUPPORT ADMINISTRATION

Purpose

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

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	356,249	357,220	324,110	296,663
Transport Costs	2,357	2,150	2,510	2,150
Supplies & Services	34,341	37,300	36,250	35,950
Support Service Costs	114,330	109,265	110,530	112,790
Total Expenditure	507,277	505,935	473,400	447,553
<u>Income</u>				
Subsidy Income	(249,569)	(94,500)	(94,500)	(89,900)
Other Government Grant	(3)	0	0	0
Total Income	(249,572)	(94,500)	(94,500)	(89,900)
Net Expenditure	257,705	411,435	378,900	357,653

COUNCIL TAX BENEFIT

Purpose

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

Additional Information

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

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Fees & Charges Income	(18,529)	0	0	0
Net Income	(18,529)	0	0	0

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Homelessness Benefit Paid	21,099	20,000	20,000	20,000
Subsidy Income	(10,146)	(10,000)	(10,000)	(10,000)
Net Expenditure	10,953	10,000	10,000	10,000

HOUSING BENEFIT - RENT ALLOWANCES

Purpose

The Council has a statutory obligation to provide Housing Benefit to qualifying residents and seeks to ensure benefits are paid only to those people entitled to receive them. Subsidy income is paid by the Department for Work & Pensions for the administration of the Housing Benefit scheme.

Additional Information

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

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Bad Debt Provision	112,095	310,000	310,000	310,000
Housing Benefit Rent Allowances	30,485,122	30,900,000	30,900,000	30,900,000
Total Expenditure	30,597,217	31,210,000	31,210,000	31,210,000
Subsidy Income & Recoveries	(30,902,833)	(31,420,000)	(31,420,000)	(31,420,000)
Net Income	(305,616)	(210,000)	(210,000)	(210,000)

HOUSING BENEFIT - RENT ALLOWANCES ADMINISTRATION

Purpose

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

Additional Information

The Subsidy income shown below is the amount paid by the Department for Work & Pensions for the administration of the Housing Benefit scheme. This is calculated using a formula based on the number and type of Housing Benefit claims which is adjusted for regional labour costs and accommodation factors.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	417,927	408,970	356,670	328,116
Transport Costs	2,401	2,150	1,040	2,150
Supplies and Services	63,996	57,930	58,200	58,030
Support Service Costs	105,470	99,845	101,220	103,170
Total Expenditure	589,794	568,895	517,130	491,466
Subsidy Income	(191,030)	(292,000)	(321,790)	(253,400)
Net Expenditure	398,764	276,895	195,340	238,066

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.

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
<u>Expenditure</u>				
Employee Costs	655,714	520,750	473,990	558,790
Transport Costs	1,885	1,800	1,380	1,790
Supplies & Services	72,403	61,450	119,110	94,660
Support Service Costs	163,230	153,400	118,500	112,280
Total Expenditure	893,232	737,400	712,980	767,520
Recharge Income	(884,930)	(738,090)	(738,090)	(803,120)
Net Expenditure / (Income)	8,302	(690)	(25,110)	(35,600)

CAPITAL PROGRAMME
2017/18 - 2019/20

GENERAL FUND CAPITAL PROGRAMME

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

The proposed capital programme for 2018/19 was presented to Cabinet on 14th February 2018 and subsequently approved by Council on 23rd February.

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

Summary Estimates

The total capital programme for identified schemes over a three year cycle 2017/18 to 2019/20 is expected to spend £46.831M and will draw £15.508M from capital reserves. There are additional unidentified schemes which would increase the total spend to £3.15M and increase the draw from capital reserves to £18.658M.

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

GENERAL FUND CAPITAL PROGRAMME AND FINANCING

SUMMARY ESTIMATES

	Forecast Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
IDENTIFIED SCHEMES			
CAPITAL EXPENDITURE			
Asset Management Projects	2,177.5	2,335.6	0.0
Community & Leisure	7,561.0	13,905.8	861.8
Estates & Economic Development	940.6	780.3	0.0
Project Enterprise	7,893.4	5,970.0	0.0
Housing & Environmental Health	919.1	950.0	0.0
I.T.	0.0	108.0	0.0
Affordable Housing	207.5	1,110.0	1,110.0
Total Approved Projects	19,699.1	25,159.7	1,971.8
CAPITAL FINANCING			
Capital Grants	777.1	850.0	0.0
General Fund Capital Receipts	375.8	50.0	50.0
PWLB Loan	0.0	5,900.0	0.0
Capital Contributions	11,375.2	10,022.7	1,921.8
Total	12,528.1	16,822.7	1,971.8
Required draw from Balances	7,171.0	8,337.0	0.0
Total Financing	19,699.1	25,159.7	1,971.8

GENERAL FUND CAPITAL PROGRAMME AND FINANCING

SUMMARY ESTIMATES

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

ASSET MANAGEMENT PROJECTS
CAPITAL PROGRAMME

Scheme	Forecast Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
Land and Property Projects	1,336.4	1,306.8	
Vehicle and Plant Projects	674.3	985.8	
IT Equipment Projects	166.8	43.0	
Total Approved Programme	2,177.5	2,335.6	0.0

COMMUNITY & LEISURE
CAPITAL PROGRAMME

Scheme	Actual Expenditure to 2016/17 £'000	Forecast Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
Urban Realm (Lights - Bus Station access)	20.0		15.0	
Valley Park Woodland	17.0	12.0		
MUGA Picket Twenty			155.0	
Play Areas - Picket Twenty/Urban Park	2.0	114.0	60.0	
Ganger Farm - Sports & Recreation			640.0	
East Anton Public Art		50.0	32.0	
Saxon Fields Car Park			63.0	
Charlton Lakes Footpath		50.0		
RSC Skate Park		6.0	174.0	
Knightwood Skate Park		6.0	154.0	
Andover War Memorial		15.0	10.0	
Andover Fitness Trail		45.0		
Town Mill River Improvements			70.0	
Upgrade War Memorial Park Play area		60.0		
Leisure Centre Contract		6,369.6	12,085.6	742.0
Site for Knightwood Day Nursery		419.7		
Fitness Equipment - Valley Park			20.0	
Footpath Link - Knightwood Leisure Centre			58.2	
Play Areas - Jubilee Park, Nursling			70.0	
Fishlake Meadows		100.0	135.0	119.8
Footpath Link - Smannell to Augusta			164.0	
Community Asset Fund - New projects 2017/18		150.0		
Community Asset Fund - O/S projects		163.7		
Total Approved Projects	39.0	7,561.0	13,905.8	861.8
Community Asset Fund Projects (not yet identified)			150.0	
Total Community & Leisure Capital Programme	39.0	7,561.0	14,055.8	861.8

ESTATES & ECONOMIC DEVELOPMENT SERVICE
CAPITAL PROGRAMME

Scheme	Actual Expenditure to 2016/17 £'000	Forecast Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
Hampshire Community Bank	125.0	125.0	250.0	
Boom Lift		16.9		
Chantry Centre Enhancement	315.9	143.9		
Strategic Land and Building purchase		563.0		
Town Mill Access & Environmental Enhancement		0.8	132.3	
Romsey Enhancement Works - Phase 3		2.0	148.0	
Romsey Flood Alleviation Scheme			250.0	
Bus Shelter Purchase		30.0		
George Yard Toilet Scheme		19.0		
Generator - Business Continuity		40.0		
Total Approved Programme	440.9	940.6	780.3	0.0

PROJECT ENTERPRISE
CAPITAL PROGRAMME

Scheme	Actual Expenditure to 2016/17 £'000	Original Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
Walworth Business Park Investment	2,858.1	255.8		
Walworth Business Park Investment 2		30.0	5,970.0	
Investment property 2	187.0	191.9		
Hambridge Lane, Newbury	1,659.8	10.6		
Solar Panels Portway		50.9		
Investment property 5		165.2		
Investment property 6		181.5		
Investment property 7		6,804.0		
Investment property 8		203.5		
Total Approved Projects	4,704.9	7,893.4	5,970.0	0.0
Purchase of investment properties - yet to be identified		3,000.0		
Total Project Enterprise Capital Programme	4,704.9	10,893.4	5,970.0	0.0

HOUSING & ENVIRONMENTAL HEALTH
CAPITAL PROGRAMME

Scheme	Forecast Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
Renovations and Minor Works Grants	142.0	100.0	
Disabled Facilities Grants	777.1	850.0	
Total Approved Programme	919.1	950.0	0.0

I.T. SERVICE
CAPITAL PROGRAMME

Scheme	Actual Expenditure to 2016/17 £'000	Original Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
Sharepoint Server	2.3		12.0	
CCTV for Commercial Vehicles			96.0	
Total Approved Programme	2.3	0.0	108.0	0.0

AFFORDABLE HOUSING
CAPITAL PROGRAMME

Scheme	Actual Expenditure 2016/17 £'000	Forecast Estimate 2017/18 £'000	Original Estimate 2018/19 £'000	Original Estimate 2019/20 £'000
<u>Testway Covenant</u>				
Rosalind House, Stockbridge		140.0		
Braishfield Road, Braishfield	67.5	67.5		
Nightingale Lodge			810.0	810.0
Registered providers			300.0	300.0
Total Housing Capital Programme	67.5	207.5	1,110.0	1,110.0

PORTFOLIO REVENUE INFORMATION

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

The current Portfolio holders are:

Portfolio	Portfolio Holder
Leader & Corporate Management	Cllr North
Deputy Leader & Planning	Cllr Adams-King
Community & Leisure	Cllr Ward
Corporate	Cllr Mrs Flood
Economic Development & Tourism	Cllr Drew
Environmental	Cllr Stallard
Finance	Cllr Giddings
Housing & Environmental Health	Cllr Bundy

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

PORTFOLIO REVENUE INFORMATION

SUMMARY ESTIMATES

	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Leader & Corporate Management	1,552,598	1,582,310	1,705,300	1,652,660
Deputy Leader & Planning	1,682,620	1,298,230	1,368,558	1,659,453
Community & Leisure	3,929,131	3,544,910	4,825,326	2,670,867
Corporate	1,842,093	2,777,370	2,887,541	2,929,352
Economic Development & Tourism	263,851	393,620	443,820	407,438
Environmental	5,147,217	4,774,490	4,838,985	4,938,821
Finance	(3,713,158)	(4,021,740)	(4,282,334)	(4,340,222)
Housing & Environmental Health	1,777,623	3,297,870	2,163,450	2,835,320
Total - All Portfolios	12,481,975	13,647,060	13,950,646	12,753,689

PORTFOLIO REVENUE INFORMATION

LEADER & CORPORATE PORTFOLIO	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Chief Executive's Office				
Chief Executive's Office	4,048	6,250	96,700	7,900
Human Resources Service	8,030	(14,280)	3,470	(13,000)
Human Resources Function	(565)	14,300	20,050	15,050
Total Expenditure	11,513	6,270	120,220	9,950
Corporate & Democratic Core				
Advising Other Public Bodies	600	590	590	600
Corporate Subscriptions	18,318	22,600	23,280	19,380
Corporate Public Relations, Information & Consultation	115,231	135,570	135,710	149,310
Corporate Management Delivering Public Services	1,297,195	1,302,600	1,296,440	1,352,660
Electronically	39,883	43,170	59,170	45,550
Representing Local Interests	6,470	6,250	6,250	6,490
Strategic Partnership	63,388	65,260	63,640	68,720
Total Expenditure	1,541,085	1,576,040	1,585,080	1,642,710
Net Revenue Expenditure for LEADER'S PORTFOLIO	1,552,598	1,582,310	1,705,300	1,652,660

PORTFOLIO REVENUE INFORMATION

DEPUTY LEADER & PLANNING PORTFOLIO	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Chief Executives's Office				
Planning Policy	442,634	499,780	385,940	417,899
Local Development Framework	63,039	78,890	43,270	148,864
Total Expenditure	505,673	578,670	429,210	566,763
Corporate & Democratic Core				
Romsey Future	1,168	0	8,900	10,000
Total Expenditure	1,168	0	8,900	10,000
Estates, Economic Development & Transport				
Estates Support Unit	0	22,650	23,984	25,654
Engineers	167,316	224,600	265,710	340,424
Highways	92,891	117,790	145,890	128,350
Parking	(1,263,936)	(1,279,880)	(1,196,989)	(1,204,282)
Community Transport	52,043	61,000	55,000	61,000
Total Expenditure / (Income)	(951,686)	(853,840)	(706,405)	(648,854)
Planning & Building				
Development Control & Enforcement	2,041,236	1,500,400	1,600,804	1,657,236
Building Control	86,229	73,000	36,049	74,308
Total Expenditure	2,127,465	1,573,400	1,636,853	1,731,544
Net Revenue Expenditure for PLANNING AND BUILDING PORTFOLIO	1,682,620	1,298,230	1,368,558	1,659,453

PORTFOLIO REVENUE INFORMATION

COMMUNITY & LEISURE PORTFOLIO	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Community & Leisure				
Leisure Management				
Leisure Management	0	(1,690)	0	1,280
Total Expenditure	0	(1,690)	0	1,280
Parks, Countryside & Sport				
Managed Sports Facilities	1,577,145	1,154,480	1,803,882	(11,368)
Outdoor Sports Facilities	300,510	240,820	324,486	303,089
Playgrounds	(369,110)	130,050	106,800	169,517
Sports Development	21,236	32,930	30,670	35,160
Cemeteries	(38,783)	(65,660)	(47,230)	(63,220)
Grounds Maintenance	142,560	73,580	127,210	85,710
Nature Reserves	109,442	92,960	143,886	114,298
Urban Parks & Open Spaces	435,560	386,670	494,424	437,086
Total Expenditure	2,178,560	2,045,830	2,984,128	1,070,272
Community Development				
Community Engagement	1,269,171	1,078,860	1,394,074	1,134,966
Total Expenditure	1,269,171	1,078,860	1,394,074	1,134,966
Arts & Culture				
Andover Events Programme	12,864	11,330	12,610	11,390
Arts Function	22,237	32,840	41,100	45,924
The Lights	446,299	377,740	393,414	407,035
Total Expenditure	481,400	421,910	447,124	464,349
Net Revenue Expenditure for COMMUNITY & LEISURE PORTFOLIO	3,929,131	3,544,910	4,825,326	2,670,867

PORTFOLIO REVENUE INFORMATION

CORPORATE PORTFOLIO	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Corporate & Democratic Core				
Emergency Planning	33,431	34,410	32,270	33,850
Councillors	758,016	752,460	763,940	782,860
Councillor Meetings	418,289	410,790	406,620	426,620
Officer/Member Working Groups	2,150	2,140	2,140	2,150
Monitoring Officer	67,570	63,150	63,150	68,230
Mayoral Office	99,202	102,600	97,780	104,690
Civic Ceremonies	7,847	6,540	7,040	6,550
Allocated Central Overheads	6,818	550	37,535	7,575
Non-Distributable Costs	16,610	1,099,720	1,102,360	1,185,430
Total Expenditure	1,409,933	2,472,360	2,512,835	2,617,955
Information Technology				
Management Team	(652,439)	(707,890)	(705,841)	(772,018)
Service Desk	10,360	11,700	4,970	2,643
Infrastructure	466,116	489,730	511,749	564,210
Corporate Services	216,749	208,320	221,908	205,362
Total Expenditure	40,786	1,860	32,786	197
Legal & Democratic				
Legal Service	58,987	6,980	38,480	2,290
Land Charges	(72,026)	(100,110)	(74,570)	(72,510)
Council Elections	282,689	254,540	267,880	264,430
Registration of Electors	154,652	157,330	148,250	164,190
Lotteries, Amusements & Gaming Permits	23,670	26,180	27,070	27,820
Alcohol & Entertainment Licensing	(58,057)	(43,690)	(45,130)	(47,900)
Scrap Metal Dealers	221	2,020	2,160	2,120
Hackney Carriages & Private Hire Vehicles	(7,064)	590	2,890	6,360
Total Expenditure	383,072	303,840	367,030	346,800
Revenues Service				
Customer Services Unit	8,302	(690)	(25,110)	(35,600)
Total Expenditure / (Income)	8,302	(690)	(25,110)	(35,600)
Net Revenue Expenditure for CORPORATE PORTFOLIO	1,842,093	2,777,370	2,887,541	2,929,352

PORTFOLIO REVENUE INFORMATION

ECONOMIC DEVELOPMENT & TOURISM PORTFOLIO	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Community & Leisure				
Heritage	53,507	53,830	50,470	55,000
Total Expenditure	53,507	53,830	50,470	55,000
Estates, Economic Development & Transport				
Estates Support Unit	0	124,320	132,230	132,148
Andover Market	(19,201)	(19,260)	(17,590)	(19,260)
Economic Development & Promotion	89,575	98,370	139,890	101,640
Promotion of Tourism	99,111	96,750	104,370	102,280
Town Centre Management	40,859	39,610	34,450	35,630
Total Expenditure	210,344	339,790	393,350	352,438
Net Revenue Expenditure for ECONOMIC DEVELOPMENT & TOURISM PORTFOLIO	263,851	393,620	443,820	407,438

PORTFOLIO REVENUE INFORMATION

ENVIRONMENTAL PORTFOLIO	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Environmental Service				
Grounds Maintenance	1,364,305	1,240,100	1,253,607	1,280,527
Waste Collection	2,426,101	2,193,000	2,207,420	2,279,514
Garden Waste Collection	(11,510)	28,280	(6,291)	(3,271)
Street Cleansing	1,236,997	1,214,200	1,213,245	1,256,042
Vehicle Workshop (inc Fuel)	106,658	67,290	121,027	78,631
Operational Overheads	24,666	19,620	49,977	35,378
Total Expenditure	5,147,217	4,762,490	4,838,985	4,926,821
Chief Executive's Office				
Sustainability	0	12,000	0	12,000
Total Expenditure	0	12,000	0	12,000
Net Revenue Expenditure for ENVIRONMENTAL PORTFOLIO	5,147,217	4,774,490	4,838,985	4,938,821

PORTFOLIO REVENUE INFORMATION

FINANCE PORTFOLIO	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Estates, Economic Development & Transport				
Estates Support Unit	575,907	390,650	466,286	505,788
Business Park Development	(5,092,338)	(5,116,790)	(5,329,220)	(5,578,530)
Investment Properties	(815,017)	(932,400)	(800,920)	(952,120)
Corporate Properties	(303,671)	(271,920)	(301,350)	(281,000)
Union Street	(76,799)	(89,830)	(89,570)	(89,800)
Chantry Centre	(223,123)	(491,520)	(491,520)	(355,650)
Andover Bus Station	35,164	2,140	15,730	14,280
Andover Magistrates Court	59,176	50,200	49,510	45,330
Public Halls	361,720	353,890	410,240	375,800
Public Conveniences	272,356	210,850	236,470	211,230
Office Accomodation	14,863	37,080	(34,200)	(43,170)
Building Maintenance	235,054	561,330	412,410	579,560
Building Cleaning	74,328	55,320	55,080	54,230
Depot Costs	1	40	7,000	140
Leisure Facilities	31,584	54,000	43,000	47,000
Total Income	(4,850,795)	(5,186,960)	(5,351,054)	(5,466,912)
Finance				
Finance Service	5,781	30	6,990	470
Total Expenditure	5,781	30	6,990	470
Revenues Service				
Council Tax Support Administration	251,705	405,770	378,900	357,653
Housing Benefit	91,572	82,560	(4,660)	38,066
Local Taxation Services	788,579	676,860	687,490	730,501
Total Expenditure	1,131,856	1,165,190	1,061,730	1,126,220
Net Revenue Income for FINANCE PORTFOLIO	(3,713,158)	(4,021,740)	(4,282,334)	(4,340,222)

PORTFOLIO REVENUE INFORMATION

HOUSING & ENVIRONMENTAL HEALTH PORTFOLIO	Actual 2016/17 £	Original Estimate 2017/18 £	Forecast 2017/18 £	Original Estimate 2018/19 £
Housing & Environmental Health				
General Management	(1)	0	0	0
Housing Options	744,660	721,340	559,600	764,320
Hampshire Home Choice	8,283	3,810	3,600	5,380
Housing Development	69,573	1,180,220	576,710	1,182,430
Business Support	(2)	0	0	0
Pest Control	106,198	82,280	108,420	89,680
Environmental Protection	282,337	257,520	323,870	275,650
Housing Standards	140,731	622,750	186,980	59,550
Animal Welfare	107,137	109,010	111,930	114,020
Health Protection	318,707	320,940	292,340	344,290
Total Expenditure	1,777,623	3,297,870	2,163,450	2,835,320
Net Revenue Expenditure for HOUSING & ENVIRONMENTAL HEALTH PORTFOLIO	1,777,623	3,297,870	2,163,450	2,835,320

COUNCIL TAX RESOLUTION 2018/19

The Test Valley Borough Council as Billing Authority for the Test Valley Borough Council area, on the 23rd day of February 2018

Resolved:

- 1 That, having approved the revised revenue forecast for the year 2017/18 and the revenue estimates for the year 2018/19, together with the revised capital programme for the year 2017/18 and the capital programme for the year 2018/19.
- 2 That for the purposes of Section 35 (2) (d) of the Local Government Finance Act 1992 as amended (the Act), the sum of **£296,627**, 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 **£296,627** herein specified shall be treated as general expenses. This equates to an amount of £21.75 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 2018/19 for the whole Borough area as 48,079 (Item T in the formula in Section 33(1) of the Act) and, in those parts of its area to which a Parish precept relates as per the table below:-

Parish of	Tax Base
Abbots Ann	994
Ampfield	831
Amport	558
Andover Town	13,638
Appleshaw	270
Ashley	37
Awbridge	343
Barton Stacey	396
Bossington	22
Braishfield	348
Broughton	526
Buckholt	9
Bullington	57
Charlton	829
Chilbolton	533
Chilworth	660
East Dean	97
East Tytherley	92
Enham Alamein	460
Facombe	46
Fyfield	136
Goodworth Clatford	399
Grateley	250
Houghton	210
Hurstbourne Tarrant	377
Kimpton	168
King's Somborne	706
Leckford	58
Linkenholt	26
Little Somborne	40

Parish of	Tax Base
Lockerley	359
Longparish	341
Longstock	218
Melchet Park & Plaitford	128
Michelmersh & Timsbury	435
Monxton	135
Mottisfont	147
Nether Wallop	392
North Baddesley	2,505
Nursling & Rownhams	2,145
Over Wallop	787
Penton Grafton	353
Penton Mewsey	178
Quarley	76
Romsey Extra	2,100
Romsey Town	5,664
Sherfield English	325
Shipton Bellinger	510
Smannell	1,283
Stockbridge	330
Tangley	291
Thrupton	291
Upper Clatford	651
Valley Park	2,991
Vernham Dean	282
Wellow	1,498
West Tytherley & Frenchmoor	300
Wherwell	248
	48,079

4 That the following amounts be now calculated by the Council for the year 2018/19 in accordance with Sections 32 to 34 and 36 of the Act and subsequent regulations: -

- 4(a) **£103,955,323** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2) of the Act taking into account all precepts issued to it by Parish/Town Councils.
- 4(b) **£95,351,105** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3) of the Act.
- 4(c) **£8,604,218** being the amount by which the aggregate at 4(a) above exceeds the aggregate at 4(b) above, calculated by the Council in accordance with Section 32(4) of the Act as its Council Tax requirement for the year (Item R in the formula in Section 33(1) of the Act).
- 4(d) **£178.96** being the amount at 4(c) above (Item R), divided by 3 above (Item T), 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) **£1,805,366** being the aggregate amount of all special items (the amount at 2 above and Parish/Town precepts) referred to in Section 34(1) of the Act.

4(f) **£141.41**

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

4(g) Part of the Council's area

Parish of	£
Abbotts Ann	169.44
Ampfield	184.44
Amport	162.02
Andover Town	183.19
Appleshaw	176.60
Awbridge	166.88
Barton Stacey	191.41
Braishfield	191.70
Broughton	188.86
Bullington	189.66
Charlton	165.54
Chilbolton	166.74
Chilworth	194.21
East Dean	175.95
East Tytherley	180.67
Enham Alamein	168.28
Fyfield	189.20
Goodworth Clatford	196.07
Grateley	173.41
Houghton	184.27
Hurstbourne Tarrant	181.99
Kimpton	197.96
King's Somborne	193.44
Lockerley	177.62
Longparish	192.73
Longstock	173.52
Melchet Park and Plaitford	166.41
Michelmersh & Timsbury	177.04
Monxton	187.34
Mottisfont	186.13
Nether Wallop	175.85
North Baddesley	196.50
Nursling and Rownhams	168.45
Over Wallop	182.07
Penton Grafton	169.17
Penton Mewsey	186.35
Quarley	178.91
Romsey Extra	164.18
Romsey Town	185.65
Sherfield English	172.18
Shipton Bellinger	200.23
Smannell	159.73
Stockbridge	198.99
Tangley	170.62
Thruyton	193.82

Parish of	£
Upper Clatford	164.91
Valley Park	153.78
Vernham Dean	176.87
Wellow	185.67
West Tytherley and Frenchmoor	173.08
Wherwell	176.69
All other parts of the Council's area	141.41

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

4(h) Part of the Council's area

Valuation Bands

Parish of	A £	B £	C £	D £	E £	F £	G £	H £
Abbotts Ann	112.96	131.79	150.61	169.44	207.09	244.75	282.40	338.88
Ampfield	122.96	143.45	163.95	184.44	225.43	266.41	307.40	368.88
Amport	108.01	126.02	144.02	162.02	198.02	234.03	270.03	324.04
Andover Town	122.13	142.48	162.84	183.19	223.90	264.61	305.32	366.38
Appleshaw	117.73	137.36	156.98	176.60	215.84	255.09	294.33	353.20
Awbridge	111.25	129.80	148.34	166.88	203.96	241.05	278.13	333.76
Barton Stacey	127.61	148.87	170.14	191.41	233.95	276.48	319.02	382.82
Braishfield	127.80	149.10	170.40	191.70	234.30	276.90	319.50	383.40
Broughton	125.91	146.89	167.88	188.86	230.83	272.80	314.77	377.72
Bullington	126.44	147.51	168.59	189.66	231.81	273.95	316.10	379.32
Charlton	110.36	128.75	147.15	165.54	202.33	239.11	275.90	331.08
Chilbolton	111.16	129.69	148.21	166.74	203.79	240.85	277.90	333.48
Chilworth	129.47	151.05	172.63	194.21	237.37	280.53	323.68	388.42
East Dean	117.30	136.85	156.40	175.95	215.05	254.15	293.25	351.90
East Tytherley	120.45	140.52	160.60	180.67	220.82	260.97	301.12	361.34
Enham Alamein	112.19	130.88	149.58	168.28	205.68	243.07	280.47	336.56
Fyfield	126.13	147.16	168.18	189.20	231.24	273.29	315.33	378.40
Goodworth Clatford	130.71	152.50	174.28	196.07	239.64	283.21	326.78	392.14
Grateley	115.61	134.87	154.14	173.41	211.95	250.48	289.02	346.82
Houghton	122.85	143.32	163.80	184.27	225.22	266.17	307.12	368.54
Hurstbourne Tarrant	121.33	141.55	161.77	181.99	222.43	262.87	303.32	363.98
Kimpton	131.97	153.97	175.96	197.96	241.95	285.94	329.93	395.92
King's Somborne	128.96	150.45	171.95	193.44	236.43	279.41	322.40	386.88
Lockerley	118.41	138.15	157.88	177.62	217.09	256.56	296.03	355.24
Longparish	128.49	149.90	171.32	192.73	235.56	278.39	321.22	385.46
Longstock	115.68	134.96	154.24	173.52	212.08	250.64	289.20	347.04
Melchet Park & Plaitford	110.94	129.43	147.92	166.41	203.39	240.37	277.35	332.82
Michelmersh & Timsbury	118.03	137.70	157.37	177.04	216.38	255.72	295.07	354.08
Monxton	124.89	145.71	166.52	187.34	228.97	270.60	312.23	374.68
Mottisfont	124.09	144.77	165.45	186.13	227.49	268.85	310.22	372.26
Nether Wallop	117.23	136.77	156.31	175.85	214.93	254.01	293.08	351.70
North Baddesley	131.00	152.83	174.67	196.50	240.17	283.83	327.50	393.00
Nursling & Rownhams	112.30	131.02	149.73	168.45	205.88	243.32	280.75	336.90
Over Wallop	121.38	141.61	161.84	182.07	222.53	262.99	303.45	364.14

	A	B	C	D	E	F	G	H
Parish of	£	£	£	£	£	£	£	£
Penton Grafton	112.78	131.58	150.37	169.17	206.76	244.36	281.95	338.34
Penton Mewsey	124.23	144.94	165.64	186.35	227.76	269.17	310.58	372.70
Quarley	119.27	139.15	159.03	178.91	218.67	258.43	298.18	357.82
Romsey Extra	109.45	127.70	145.94	164.18	200.66	237.15	273.63	328.36
Romsey Town	123.77	144.39	165.02	185.65	226.91	268.16	309.42	371.30
Sherfield English	114.79	133.92	153.05	172.18	210.44	248.70	286.97	344.36
Shipton Bellinger	133.49	155.73	177.98	200.23	244.73	289.22	333.72	400.46
Smannell	106.49	124.23	141.98	159.73	195.23	230.72	266.22	319.46
Stockbridge	132.66	154.77	176.88	198.99	243.21	287.43	331.65	397.98
Tangley	113.75	132.70	151.66	170.62	208.54	246.45	284.37	341.24
Thrupton	129.21	150.75	172.28	193.82	236.89	279.96	323.03	387.64
Upper Clatford	109.94	128.26	146.59	164.91	201.56	238.20	274.85	329.82
Valley Park	102.52	119.61	136.69	153.78	187.95	222.13	256.30	307.56
Vernham Dean	117.91	137.57	157.22	176.87	216.17	255.48	294.78	353.74
Wellow	123.78	144.41	165.04	185.67	226.93	268.19	309.45	371.34
W Tytherley/Frenchmoor	115.39	134.62	153.85	173.08	211.54	250.00	288.47	346.16
Wherwell	117.79	137.43	157.06	176.69	215.95	255.22	294.48	353.38
All other parts of the Council's area	94.27	109.99	125.70	141.41	172.83	204.26	235.68	282.82

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

- 5 That in accordance with Section 52B of the Act, the Council's basic amount of Council Tax for the year 2018/19 is not excessive.
- 6 That the following details in respect of precept authorities be noted:
 - 6(a) For the year 2018/19, 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
£	£	£	£	£	£	£	£
800.64	934.08	1067.52	1,200.96	1,467.84	1,734.72	2,001.60	2,401.92

- 6(b) For the year 2018/19, 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
£	£	£	£	£	£	£	£
118.31	138.02	157.74	177.46	216.90	256.33	295.77	354.92

- 6(c) For the year 2018/19, 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
£	£	£	£	£	£	£	£
43.83	51.13	58.44	65.74	80.35	94.96	109.57	131.48

- 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 2018/19 for each of the categories of dwellings shown below:

Valuation Bands

Parish of	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Abbotts Ann	1,075.74	1,255.02	1,434.31	1,613.60	1,972.18	2,330.76	2,689.34	3,227.20
Ampfield	1,085.74	1,266.68	1,447.65	1,628.60	1,990.52	2,352.42	2,714.34	3,257.20
Amport	1,070.79	1,249.25	1,427.72	1,606.18	1,963.11	2,320.04	2,676.97	3,212.36
Andover Town	1,084.91	1,265.71	1,446.54	1,627.35	1,988.99	2,350.62	2,712.26	3,254.70
Appleshaw	1,080.51	1,260.59	1,440.68	1,620.76	1,980.93	2,341.10	2,701.27	3,241.52
Awbridge	1,074.03	1,253.03	1,432.04	1,611.04	1,969.05	2,327.06	2,685.07	3,222.08
Barton Stacey	1,090.39	1,272.10	1,453.84	1,635.57	1,999.04	2,362.49	2,725.96	3,271.14
Braishfield	1,090.58	1,272.33	1,454.10	1,635.86	1,999.39	2,362.91	2,726.44	3,271.72
Broughton	1,088.69	1,270.12	1,451.58	1,633.02	1,995.92	2,358.81	2,721.71	3,266.04
Bullington	1,089.22	1,270.74	1,452.29	1,633.82	1,996.90	2,359.96	2,723.04	3,267.64
Charlton	1,073.14	1,251.98	1,430.85	1,609.70	1,967.42	2,325.12	2,682.84	3,219.40
Chilbolton	1,073.94	1,252.92	1,431.91	1,610.90	1,968.88	2,326.86	2,684.84	3,221.80
Chilworth	1,092.25	1,274.28	1,456.33	1,638.37	2,002.46	2,366.54	2,730.62	3,276.74
East Dean	1,080.08	1,260.08	1,440.10	1,620.11	1,980.14	2,340.16	2,700.19	3,240.22
East Tytherley	1,083.23	1,263.75	1,444.30	1,624.83	1,985.91	2,346.98	2,708.06	3,249.66
Enham Alamein	1,074.97	1,254.11	1,433.28	1,612.44	1,970.77	2,329.08	2,687.41	3,224.88
Fyfield	1,088.91	1,270.39	1,451.88	1,633.36	1,996.33	2,359.30	2,722.27	3,266.72
Goodworth Clatford	1,093.49	1,275.73	1,457.98	1,640.23	2,004.73	2,369.22	2,733.72	3,280.46
Grateley	1,078.39	1,258.10	1,437.84	1,617.57	1,977.04	2,336.49	2,695.96	3,235.14
Houghton	1,085.63	1,266.55	1,447.50	1,628.43	1,990.31	2,352.18	2,714.06	3,256.86
Hurstbourne Tarrant	1,084.11	1,264.78	1,445.47	1,626.15	1,987.52	2,348.88	2,710.26	3,252.30
Kimpton	1,094.75	1,277.20	1,459.66	1,642.12	2,007.04	2,371.95	2,736.87	3,284.24
King's Somborne	1,091.74	1,273.68	1,455.65	1,637.60	2,001.52	2,365.42	2,729.34	3,275.20
Lockerley	1,081.19	1,261.38	1,441.58	1,621.78	1,982.18	2,342.57	2,702.97	3,243.56
Longparish	1,091.27	1,273.13	1,455.02	1,636.89	2,000.65	2,364.40	2,728.16	3,273.78
Longstock	1,078.46	1,258.19	1,437.94	1,617.68	1,977.17	2,336.65	2,696.14	3,235.36
Melchet Park & Plaitford	1,073.72	1,252.66	1,431.62	1,610.57	1,968.48	2,326.38	2,684.29	3,221.14

	A	B	C	D	E	F	G	H
Parish of	£	£	£	£	£	£	£	£
Michelmersh & Timsbury	1,080.81	1,260.93	1,441.07	1,621.20	1,981.47	2,341.73	2,702.01	3,242.40
Monxton	1,087.67	1,268.94	1,450.22	1,631.50	1,994.06	2,356.61	2,719.17	3,263.00
Mottisfont	1,086.87	1,268.00	1,449.15	1,630.29	1,992.58	2,354.86	2,717.16	3,260.58
Nether Wallop	1,080.01	1,260.00	1,440.01	1,620.01	1,980.02	2,340.02	2,700.02	3,240.02
North Baddesley	1,093.78	1,276.06	1,458.37	1,640.66	2,005.26	2,369.84	2,734.44	3,281.32
Nursling & Rownhams	1,075.08	1,254.25	1,433.43	1,612.61	1,970.97	2,329.33	2,687.69	3,225.22
Over Wallop	1,084.16	1,264.84	1,445.54	1,626.23	1,987.62	2,349.00	2,710.39	3,252.46
Penton Grafton	1,075.56	1,254.81	1,434.07	1,613.33	1,971.85	2,330.37	2,688.89	3,226.66
Penton Mewsey	1,087.01	1,268.17	1,449.34	1,630.51	1,992.85	2,355.18	2,717.52	3,261.02
Quarley	1,082.05	1,262.38	1,442.73	1,623.07	1,983.76	2,344.44	2,705.12	3,246.14
Romsey Extra	1,072.23	1,250.93	1,429.64	1,608.34	1,965.75	2,323.16	2,680.57	3,216.68
Romsey Town	1,086.55	1,267.62	1,448.72	1,629.81	1,992.00	2,354.17	2,716.36	3,259.62
Sherfield English	1,077.57	1,257.15	1,436.75	1,616.34	1,975.53	2,334.71	2,693.91	3,232.68
Shipton Bellinger	1,096.27	1,278.96	1,461.68	1,644.39	2,009.82	2,375.23	2,740.66	3,288.78
Smannell	1,069.27	1,247.46	1,425.68	1,603.89	1,960.32	2,316.73	2,673.16	3,207.78
Stockbridge	1,095.44	1,278.00	1,460.58	1,643.15	2,008.30	2,373.44	2,738.59	3,286.30
Tangley	1,076.53	1,255.93	1,435.36	1,614.78	1,973.63	2,332.46	2,691.31	3,229.56
Thrupton	1,091.99	1,273.98	1,455.98	1,637.98	2,001.98	2,365.97	2,729.97	3,275.96
Upper Clatford	1,072.72	1,251.49	1,430.29	1,609.07	1,966.65	2,324.21	2,681.79	3,218.14
Valley Park	1,065.30	1,242.84	1,420.39	1,597.94	1,953.04	2,308.14	2,663.24	3,195.88
Vernham Dean	1,080.69	1,260.80	1,440.92	1,621.03	1,981.26	2,341.49	2,701.72	3,242.06
Wellow	1,086.56	1,267.64	1,448.74	1,629.83	1,992.02	2,354.20	2,716.39	3,259.66
W Tytherley/Frenchmoor	1,078.17	1,257.85	1,437.55	1,617.24	1,976.63	2,336.01	2,695.41	3,234.48
Wherwell	1,080.57	1,260.66	1,440.76	1,620.85	1,981.04	2,341.23	2,701.42	3,241.70
All other parts of the Council's area	1,057.05	1,233.22	1,409.40	1,585.57	1,937.92	2,290.27	2,642.62	3,171.14

**Finance Service
Beech Hurst
Weyhill Road
Andover
Hampshire
SP10 3AJ**

01264 368000

www.testvalley.gov.uk