

# Budget

## 2019/20

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**BUDGET BOOK**  
**2019/20**

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

### **Introduction**

This Budget Book has been produced to provide information to the public, Councillors and Officers on the Council's finances for 2019/20 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 – 2019/20**

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 October. 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 2019/20, the 2018/19 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 10th October 2018 that was available for all interested parties to consider. The forecast budget gap at this time was £50,300. The Overview and Scrutiny Committee's Budget Panel reviewed the papers on 18th October 2018 and reported their comments and recommendations to the Cabinet.

The budget strategy was prepared on the basis that Council Tax would be frozen in 2019/20 and that the budget would be balanced from three main sources: continued business rates growth; additional income from the leisure contract; and Project Enterprise returns from commercial property investments.

Based on the above information, the recommended budget was debated and subsequently approved by Council on 25th February 2019. A diagram setting out the full Budget Cycle is set out on page 5.

## **Estimates 2019/20**

The result of the budget exercise was to produce a Council Tax Requirement of £8.869M 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 2019/20 has been frozen at £21.75 for a band D property. This will provide a contribution to the General Fund of £346,804 in the year.

## **Capital Programme**

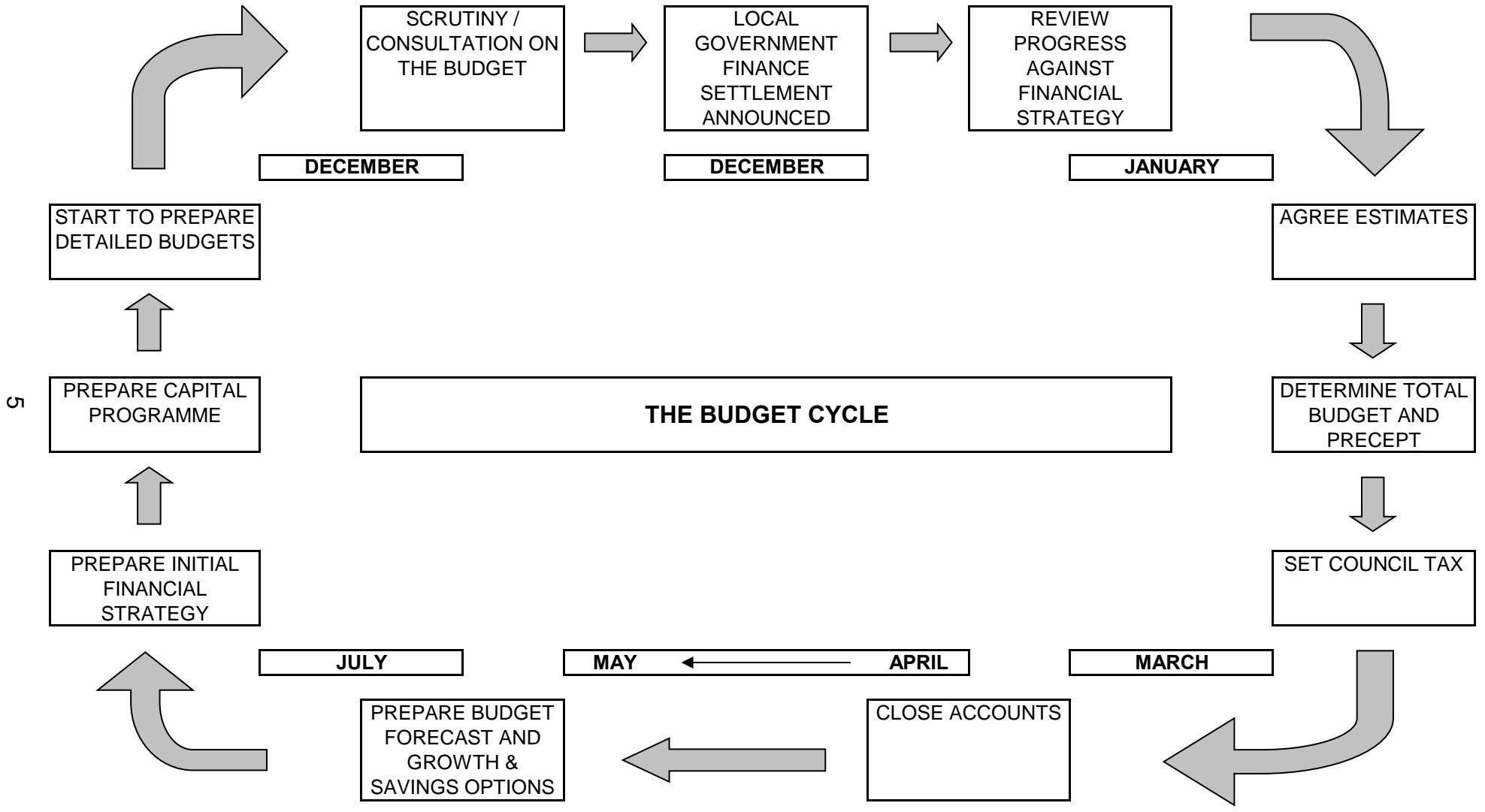
The Council's capital spending proposals are set out on pages 167 to 178 and include new schemes which are designed to take forward the Council's main priorities.

## **Summary**

The budget preparation for 2019/20 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 2019/20 is a huge achievement. Maintaining a balanced budget over the coming years will be a significant challenge.

The completion of the budget is the result of much hard work by Councillors and officers from all Services, together with the dedication of the Finance 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 2019



**GENERAL FUND  
REVENUE INFORMATION  
2019/20**

## GENERAL FUND SUMMARY

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

	<b>Actual</b> <b>2017/18</b> <b>£'000</b>	<b>Original</b> <b>Estimate</b> <b>2018/19</b> <b>£'000</b>	<b>Forecast</b> <b>2018/19</b> <b>£'000</b>	<b>Original</b> <b>Estimate</b> <b>2019/20</b> <b>£'000</b>
<b>Service Requirements</b>				
Chief Executive's	496	589	605	732
Community & Leisure	7,242	2,726	2,300	2,225
Environmental Service	5,451	4,927	4,868	5,019
Estates & Economic Development	(5,879)	(5,763)	(4,026)	(5,147)
Finance	0	0	27	0
Housing & Environmental Health	1,686	2,835	2,100	3,189
I.T.	29	0	29	0
Legal & Democratic	460	347	282	0
Planning & Building	2,162	1,731	1,862	1,662
Revenues	1,454	1,291	1,165	2,366
<b>Net Cost of Services</b>	<b>13,101</b>	<b>8,683</b>	<b>9,212</b>	<b>10,046</b>
<b>Other Requirements</b>				
Benefits	(138)	(200)	(460)	(200)
Corporate & Democratic Core	3,323	4,271	4,301	2,771
	<b>16,286</b>	<b>12,754</b>	<b>13,053</b>	<b>12,617</b>
<b>Corporate Requirements</b>				
Contingency Provision	0	442	178	613
Depreciation & Capital Costs	(6,065)	(4,847)	(4,249)	(4,660)
Investment Income & Borrowing Costs	(528)	(269)	(611)	(410)
Minimum Revenue Provision	0	131	0	130
Other Government Grants	(1,631)	(1,475)	(1,684)	(2,275)
New Homes' Bonus	(4,921)	(3,838)	(3,837)	(3,788)
Transition Grant	(54)	0	0	0
Provision for NDR Surplus 'levy'	2,529	1,931	1,978	2,038
100% Retention of NDR from Renewable Energy	(903)	(454)	(454)	(436)
Year End Write Offs	17	0	0	0
<b>Net General Fund Expenditure</b>	<b>4,730</b>	<b>4,375</b>	<b>4,374</b>	<b>3,829</b>
Transfer to Earmarked Reserves	5,416	3,337	4,023	3,250
Transfer to Asset Management reserves	421	2,117	1,252	2,117
Transfer to Capital Reserves	1,889	3,079	3,182	2,706
Transfer from General Fund balances	0	0	0	0
<b>GENERAL FUND REQUIREMENTS</b>	<b>12,456</b>	<b>12,908</b>	<b>12,831</b>	<b>11,902</b>



## GENERAL FUND SUMMARY (Cont)

	Actual 2017/18 £'000	Original Estimate 2018/19 £'000	Forecast 2018/19 £'000	Original Estimate 2019/20 £'000
<b>GENERAL FUND REQUIREMENTS</b>	<b>12,456</b>	<b>12,908</b>	<b>12,831</b>	<b>11,902</b>
Revenue Support Grant	(418)	(56)	(56)	0
Locally Retained Non-domestic Rates	(4,524)	(5,237)	(5,160)	(4,577)
Parish Precepts on Collection Fund	1,404	1,509	1,509	1,598
Share of Collection Fund Surplus	(767)	(520)	(520)	(54)
<b>COUNCIL TAX REQUIREMENT</b>	<b>8,151</b>	<b>8,604</b>	<b>8,604</b>	<b>8,869</b>
<b>Financed by</b>				
General Expenses	6,454	6,799	6,799	6,924
Parish Precepts	1,404	1,509	1,509	1,598
Special Expenses	293	296	296	347
<b>SUMMARY OF COUNCIL TAX REQUIREMENT</b>	<b>8,151</b>	<b>8,604</b>	<b>8,604</b>	<b>8,869</b>

## **DEFINITION OF HEADINGS IN THE GENERAL FUND SUMMARY**

### **Service Requirements**

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

### **Contingency Provision**

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

### **Depreciation & Capital Costs**

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

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

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

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

### **Minimum Revenue Provision**

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

### **Other Government Grants**

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

### **New Homes' Bonus**

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

### **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 2019/20.

### **Revenue Support Grant**

The Government provided grants to local authorities towards annual expenditure. This reduced the amount that was needed to be met from Council Tax. From 2019/20, the amount of RSG has been reduced to nil.

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

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

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

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

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

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

### **General Expenses**

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

### **Special Expenses**

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

## GENERAL FUND SUBJECTIVE SUMMARY

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

	<b>Actual 2017/18 £'000</b>	<b>Original Estimate 2018/19 £'000</b>	<b>Forecast 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>
<b><u>Expenditure</u></b>				
Employee Costs	18,974	18,701	18,593	19,807
Premises Costs	3,983	3,062	4,155	3,269
Transport Costs	1,897	1,839	1,861	1,864
Supplies & Services	7,809	6,018	6,892	6,418
Contract Costs	470	(89)	240	(1,046)
Transfer Payments	26,310	31,137	27,510	31,156
Support Service Costs	9,392	8,978	8,989	10,446
Capital Financing	6,065	4,847	4,249	4,660
<b>Total Expenditure</b>	<b>74,900</b>	<b>74,493</b>	<b>72,489</b>	<b>76,574</b>
<b><u>Income</u></b>				
Fees, Charges & Government Grants	(49,222)	(52,761)	(50,447)	(53,511)
Recharge Income	(9,392)	(8,978)	(8,989)	(10,446)
<b>Total Income</b>	<b>(58,614)</b>	<b>(61,739)</b>	<b>(59,436)</b>	<b>(63,957)</b>
<b>Net Cost of Services</b>	<b>16,286</b>	<b>12,754</b>	<b>13,053</b>	<b>12,617</b>
Depreciation reversal and capital charges	(6,065)	(4,847)	(4,249)	(4,660)
Investment Income & Borrowing Costs	(528)	(269)	(611)	(410)
Minimum Revenue Provision	0	131	0	130
Non-Ringfenced Government Grants	(6,606)	(5,313)	(5,521)	(6,063)
Provision for NDR surplus levy	2,529	1,931	1,978	2,038
100% Retention of NDR from Renewable Energy	(903)	(454)	(454)	(436)
Year End write offs	17	0	0	0
<b>Net Total</b>	<b>4,730</b>	<b>3,933</b>	<b>4,196</b>	<b>3,216</b>
Provisions	0	442	178	613
Transfers to reserves	7,726	8,533	8,457	8,073
<b>General Fund Requirements</b>	<b>12,456</b>	<b>12,908</b>	<b>12,831</b>	<b>11,902</b>

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

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

### **Employee Costs**

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

### **Premises Costs**

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

### **Transport Costs**

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

### **Supplies & Services**

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

### **Contract Costs**

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

### **Transfer Payments**

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

### **Service Support Costs**

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

### **Capital Financing**

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

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

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

### **Recharge Income**

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

**CHIEF EXECUTIVE'S  
ESTIMATES  
2019/20**

## 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, planning 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 at a national, regional, county and local level. It has joint lead in the delivery and function of the Community Infrastructure Levy. It works with the Borough's communities in the delivery of community planning including neighbourhood planning. The team also have responsibility for implementation of key sites and the delivery and improvement of infrastructure. The team also advises on how the Council can approach the issue of climate change.

<b>Principal Activities</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
Chief Executive's Office	13,224	7,900	27,900	0
Human Resource's Service	(9,762)	(13,000)	15,960	(40,100)
Human Resource's Function	10,213	15,050	13,200	40,100
<b>Total Chief Executive's Office</b>	<b>13,675</b>	<b>9,950</b>	<b>57,060</b>	<b>0</b>
Planning Policy	433,546	417,899	408,380	577,068
Local Development Framework	48,302	148,864	138,780	144,151
Planning Policy Sustainability	0	12,000	750	11,000
<b>Total Planning Policy</b>	<b>481,848</b>	<b>578,763</b>	<b>547,910</b>	<b>732,219</b>
<b>Net Expenditure</b>	<b>495,523</b>	<b>588,713</b>	<b>604,970</b>	<b>732,219</b>



## SUBJECTIVE SUMMARY

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	1,763,991	1,659,113	1,708,920	1,780,329
Premises Costs	11,140	350	340	350
Transport Costs	27,517	27,330	23,860	21,180
Supplies & Services	242,066	267,460	534,740	279,360
Contract Costs	85,716	113,350	80,000	77,500
Support Service Costs	446,630	419,950	419,950	132,600
<b>Total Expenditure</b>	<b>2,577,060</b>	<b>2,487,553</b>	<b>2,767,810</b>	<b>2,291,319</b>
<b>Recharge Income</b>	<b>(2,081,537)</b>	<b>(1,898,840)</b>	<b>(2,162,840)</b>	<b>(1,559,100)</b>
<b>Net Expenditure</b>	<b>495,523</b>	<b>588,713</b>	<b>604,970</b>	<b>732,219</b>

## CHIEF EXECUTIVE'S OFFICE

**Aim:**

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

**Additional Information**

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	1,077,460	972,620	993,990	1,051,050
Premises Costs	0	0	40	0
Transport Costs	23,636	23,430	20,950	17,280
Supplies & Services	28,795	33,280	34,350	33,740
Support Service Costs	158,060	146,110	146,110	0
<b>Total Expenditure</b>	<b>1,287,951</b>	<b>1,175,440</b>	<b>1,195,440</b>	<b>1,102,070</b>
<b>Recharge Income</b>	<b>(1,274,727)</b>	<b>(1,167,540)</b>	<b>(1,167,540)</b>	<b>(1,102,070)</b>
<b>Net Expenditure</b>	<b>13,224</b>	<b>7,900</b>	<b>27,900</b>	<b>0</b>

## HUMAN RESOURCES SERVICE

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	274,811	232,980	293,850	291,980
Premises Costs	11,004	0	0	0
Transport Costs	1,847	2,000	2,000	2,000
Supplies & Services	12,050	6,880	8,320	7,890
Contract Costs	85,716	113,350	80,000	77,500
Support Service Costs	40,910	38,480	38,480	0
<b>Total Expenditure</b>	<b>426,338</b>	<b>393,690</b>	<b>422,650</b>	<b>379,370</b>
<b>Recharge Income</b>	<b>(436,100)</b>	<b>(406,690)</b>	<b>(406,690)</b>	<b>(419,470)</b>
<b>Net Expenditure / (Income)</b>	<b>(9,762)</b>	<b>(13,000)</b>	<b>15,960</b>	<b>(40,100)</b>

## HUMAN RESOURCES FUNCTION

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employees Costs	4,187	6,700	(3,180)	6,700
Employee Support Service	5,239	7,250	7,080	7,600
Occupational Health Costs	0	800	800	800
External Training Costs	25,487	25,000	33,200	25,000
<b>Total Expenditure</b>	<b>34,913</b>	<b>39,750</b>	<b>37,900</b>	<b>40,100</b>
<b>Recharge Income</b>	<b>(24,700)</b>	<b>(24,700)</b>	<b>(24,700)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>10,213</b>	<b>15,050</b>	<b>13,200</b>	<b>40,100</b>

## PLANNING POLICY

### Purpose

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

### Additional Information

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

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

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	386,885	376,499	368,570	388,338
Premises Costs	0	350	250	350
Transport Costs	2,034	1,670	680	1,670
Grants	47,046	49,570	50,630	50,040
Other Supplies & Services	20,961	24,360	22,800	26,630
Support Service Costs	246,780	235,360	235,360	132,600
<b>Total Expenditure</b>	<b>703,706</b>	<b>687,809</b>	<b>678,290</b>	<b>599,628</b>
<b>Recharge Income</b>	<b>(270,160)</b>	<b>(269,910)</b>	<b>(269,910)</b>	<b>(22,560)</b>
<b>Net Expenditure</b>	<b>433,546</b>	<b>417,899</b>	<b>408,380</b>	<b>577,068</b>

## LOCAL DEVELOPMENT FRAMEWORK

### Purpose

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

The team also provides assistance to parish councils wishing to progress with community planning including neighbourhood planning and village design statements.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	20,648	70,314	55,690	42,261
Premises Hire	136	0	50	0
Transport Costs	0	230	230	230
Supplies & Services	102,488	108,320	376,810	116,660
Support Service Costs	880	0	0	0
<b>Total Expenditure</b>	<b>124,152</b>	<b>178,864</b>	<b>432,780</b>	<b>159,151</b>
<b>Fees &amp; Charges Income</b>	<b>(75,850)</b>	<b>(30,000)</b>	<b>(294,000)</b>	<b>(15,000)</b>
<b>Net Expenditure</b>	<b>48,302</b>	<b>148,864</b>	<b>138,780</b>	<b>144,151</b>

## PLANNING POLICY SUSTAINABILITY

### Purpose

The Policy Team leads on the Council's Sustainability Framework, which provides the basis for addressing issues arising from a changing climate and other environmental sustainability considerations. The team work with other Services and community groups in delivering the objectives of the framework.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Supplies & Services	0	12,000	750	11,000
<b>Total Expenditure</b>	<b>0</b>	<b>12,000</b>	<b>750</b>	<b>11,000</b>

**COMMUNITY & LEISURE SERVICE  
ESTIMATES  
2019/20**



## 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.

### **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 green space, cemeteries, nature reserves, woodlands and trees, in and outdoor sports facilities sports and play areas)

- Arts and Culture

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

- Communities

(Includes grant management, 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 2017/18 £	Original Estimate 2018/19 £	Forecast 2018/19 £	Original Estimate 2019/20 £
<b>Community &amp; Leisure Management</b>	<b>1</b>	<b>1,280</b>	<b>0</b>	<b>0</b>
<b>Parks, Countryside &amp; Sport &amp; Play</b>				
Managed Sports Facilities	4,376,475	(11,368)	(1,434,347)	(737,447)
Outdoor Sports Facilities	280,926	303,089	415,908	432,694
Playgrounds	11,711	169,517	154,646	167,856
Sports Development	22,594	35,160	32,840	18,070
Cemeteries	(51,656)	(63,220)	21,750	(85,370)
Grounds Maintenance	274,727	85,710	112,880	99,950
Urban Parks and Open Spaces	450,588	437,086	616,773	367,291
Nature Reserves	6,672	114,298	145,997	131,393
<b>Total - Parks, Countryside &amp; Sport</b>	<b>5,372,037</b>	<b>1,070,272</b>	<b>66,447</b>	<b>394,437</b>
<b>Community Engagement</b>	<b>1,327,995</b>	<b>1,134,966</b>	<b>1,636,384</b>	<b>1,182,374</b>
<b>Arts &amp; Culture</b>				
Andover Town Summit	15,924	11,390	12,060	11,170
Heritage	49,461	55,000	51,410	59,040
Arts Function	9,349	45,924	28,320	26,326
The Lights	466,746	407,035	505,390	551,716
<b>Total - Arts &amp; Culture</b>	<b>541,480</b>	<b>519,349</b>	<b>597,180</b>	<b>648,252</b>
<b>Net Total Expenditure</b>	<b>7,241,513</b>	<b>2,725,867</b>	<b>2,300,011</b>	<b>2,225,063</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	1,529,449	1,311,382	1,374,830	1,336,945
Premises Costs	969,195	518,920	1,013,070	577,050
Transport Costs	40,060	41,630	35,790	38,105
Supplies & Services	2,032,125	1,083,550	1,183,150	1,148,560
Contract Costs	97,743	(630,500)	(266,120)	(1,555,860)
Support Service Costs	793,281	737,846	750,720	1,296,368
Capital Financing	3,615,385	1,036,555	(282,809)	1,063,638
<b>Total Expenditure</b>	<b>9,077,238</b>	<b>4,099,383</b>	<b>3,808,631</b>	<b>3,904,806</b>
<u>Income</u>				
Fees & Charges Income	(1,047,058)	(939,250)	(1,061,480)	(912,555)
Recharge Income	(788,667)	(434,266)	(447,140)	(767,188)
<b>Total Income</b>	<b>(1,835,725)</b>	<b>(1,373,516)</b>	<b>(1,508,620)</b>	<b>(1,679,743)</b>
<b>Net Expenditure</b>	<b>7,241,513</b>	<b>2,725,867</b>	<b>2,300,011</b>	<b>2,225,063</b>

## MANAGEMENT & SUPPORT

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	196,727	175,926	190,430	188,838
Transport Costs	6,287	6,450	2,300	1,190
Supplies & Services	22,208	21,070	22,310	21,500
Support Service Costs	179,850	166,870	166,870	555,660
<b>Total Expenditure</b>	<b>405,072</b>	<b>370,316</b>	<b>381,910</b>	<b>767,188</b>
<b>Recharge Income</b>	<b>(405,071)</b>	<b>(369,036)</b>	<b>(381,910)</b>	<b>(767,188)</b>
<b>Net Expenditure</b>	<b>1</b>	<b>1,280</b>	<b>0</b>	<b>0</b>

## MANAGED SPORTS FACILITIES

### Purpose

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

### Additional Information

With the exception of the Sports Academy (which is managed by Andover Community Services Ltd) all major Leisure Centres are run by Places Leisure. This includes Andover Leisure Centre which opened on 01 April 2019.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	37,147	36,720	34,090	32,610
Supplies & Services	1,015,554	31,800	157,420	166,200
Management Contract	88,298	(639,900)	(275,520)	(1,565,260)
Support Service Costs	138,521	(80,800)	(141,380)	50,440
Capital Financing	3,175,327	640,812	(1,208,957)	578,563
<b>Total Expenditure</b>	<b>4,454,847</b>	<b>(11,368)</b>	<b>(1,434,347)</b>	<b>(737,447)</b>
<b>Fees &amp; Charges Income</b>	<b>(78,372)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure / (Income)</b>	<b>4,376,475</b>	<b>(11,368)</b>	<b>(1,434,347)</b>	<b>(737,447)</b>

## OUTDOOR SPORTS FACILITIES

### Purpose

These sites include Charlton Sports and Leisure Centre, Saxon Fields Sports Ground, London Road Sports Ground, Hunts Farm Sports Centre, Romsey Sports, Picket Twenty and Augusta Park. Abbotswood Sports Ground is due to open during 2019 and Ganger Farm Sports Ground is currently under construction.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	53,952	48,103	68,050	75,246
Grounds Maintenance Costs	40,939	43,650	44,400	43,730
Other Premises Costs	140,478	45,550	91,780	57,700
Transport Costs	555	1,030	1,030	1,560
Supplies & Services	31,351	10,250	28,820	9,910
Contract Costs	45	0	0	0
Support Service Costs	25,930	44,360	39,920	47,580
Capital Financing	52,651	153,726	232,118	243,718
<b>Total Expenditure</b>	<b>345,901</b>	<b>346,669</b>	<b>506,118</b>	<b>479,444</b>
<u>Income</u>				
Fees & Charges Income	(56,895)	(35,500)	(82,130)	(46,750)
Recharge Income	(8,080)	(8,080)	(8,080)	0
<b>Total Income</b>	<b>(64,975)</b>	<b>(43,580)</b>	<b>(90,210)</b>	<b>(46,750)</b>
<b>Net Expenditure</b>	<b>280,926</b>	<b>303,089</b>	<b>415,908</b>	<b>432,694</b>

## PLAYGROUNDS

### Purpose

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

There are a total of 103 sites in Test Valley, for which the Council is responsible for the development and maintenance.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	0	0	25,000	0
Supplies & Services	12,618	8,970	8,990	8,970
Support Service Costs	5,510	16,130	8,380	2,280
Capital Financing	92,888	144,727	112,586	156,606
<b>Total Expenditure</b>	<b>111,016</b>	<b>169,827</b>	<b>154,956</b>	<b>167,856</b>
<b>Recharge Income</b>	<b>(99,305)</b>	<b>(310)</b>	<b>(310)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>11,711</b>	<b>169,517</b>	<b>154,646</b>	<b>167,856</b>

## SPORTS DEVELOPMENT

### Purpose

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

### Additional Information

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

TVBC is a member of the Hampshire and Isle of Wight County Sports Partnership. Involvement with this agency enables access to many support workers and National Governing Bodies to assist in the delivery of the Council's sports development initiatives. This includes developing our Sports and Recreation Strategy to be updated for the first quarter of 2020.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Supplies & Services	5,994	14,390	14,400	14,410
Support Service Costs	16,600	20,770	18,440	3,660
<b>Total Expenditure</b>	<b>22,594</b>	<b>35,160</b>	<b>32,840</b>	<b>18,070</b>



## CEMETERIES

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Grounds Maintenance Costs	33,150	36,250	30,400	37,750
Other Premises Costs	20,602	8,700	61,530	8,160
Supplies & Services	217	7,830	3,300	7,830
Support Service Costs	26,580	35,450	35,870	13,640
Capital Financing	2,870	0	22,100	0
<b>Total Expenditure</b>	<b>83,419</b>	<b>88,230</b>	<b>153,200</b>	<b>67,380</b>
<b>Fees &amp; Charges Income</b>	<b>(135,075)</b>	<b>(151,450)</b>	<b>(131,450)</b>	<b>(152,750)</b>
<b>Net Expenditure / (Income)</b>	<b>(51,656)</b>	<b>(63,220)</b>	<b>21,750</b>	<b>(85,370)</b>

## GROUNDS MAINTENANCE

### Purpose

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Grounds Maintenance Costs	154,647	111,000	114,870	117,080
Other Premises Costs	181,824	0	33,150	1,200
Supplies & Services	6,146	4,200	3,680	4,200
Support Service Costs	18,450	20,240	14,780	31,080
<b>Total Expenditure</b>	<b>361,067</b>	<b>135,440</b>	<b>166,480</b>	<b>153,560</b>
<b>Fees &amp; Charges Income</b>	<b>(86,340)</b>	<b>(49,730)</b>	<b>(53,600)</b>	<b>(53,610)</b>
<b>Net Expenditure</b>	<b>274,727</b>	<b>85,710</b>	<b>112,880</b>	<b>99,950</b>

## URBAN PARKS & OPEN SPACES

### Purpose

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

### Additional Information

Open spaces including formal parks, play areas, informal green space, countryside sites and green corridors all feature within the Green Spaces Strategy. There are over 100 green spaces across the borough. The Green Space Strategy will be refreshed in 2019 (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.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	240,052	203,268	212,730	205,565
Grounds Maintenance Costs	24,846	52,200	39,780	36,960
Other Premises Costs	91,091	8,930	243,380	46,375
Transport Costs	7,116	7,390	7,530	9,355
Supplies & Services	45,361	52,220	52,400	52,350
Support Service Costs	148,330	194,036	184,160	88,468
Capital Financing	16,799	7,152	7,153	7,153
<b>Total Expenditure</b>	<b>573,595</b>	<b>525,196</b>	<b>747,133</b>	<b>446,226</b>
<b><u>Income</u></b>				
Fees & Charges Income	(37,094)	(60,460)	(102,710)	(78,935)
Recharge Income	(85,913)	(27,650)	(27,650)	0
<b>Total Income</b>	<b>(123,007)</b>	<b>(88,110)</b>	<b>(130,360)</b>	<b>(78,935)</b>
<b>Net Expenditure</b>	<b>450,588</b>	<b>437,086</b>	<b>616,773</b>	<b>367,291</b>

## NATURE RESERVES

### Purpose

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

### Additional Information

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

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

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	42,573	33,367	35,390	34,406
Grounds Maintenance Costs	84,376	89,690	104,410	106,990
Other Premises Costs	45,061	0	100,000	0
Transport Costs	2,539	2,440	3,430	2,590
Supplies & Services	14,122	10,655	9,670	9,680
Support Service Costs	35,890	52,420	51,280	38,920
Capital Financing	19,954	18,226	18,227	18,227
<b>Total Expenditure</b>	<b>244,515</b>	<b>206,798</b>	<b>322,407</b>	<b>210,813</b>
<b><u>Income</u></b>				
Fees & Charges Income	(47,545)	(63,310)	(147,220)	(79,420)
Recharge Income	(190,298)	(29,190)	(29,190)	0
<b>Total Income</b>	<b>(237,843)</b>	<b>(92,500)</b>	<b>(176,410)</b>	<b>(79,420)</b>
<b>Net Expenditure</b>	<b>6,672</b>	<b>114,298</b>	<b>145,997</b>	<b>131,393</b>

## **COMMUNITY ENGAGEMENT**

### **Purpose**

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

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

### **Additional Information**

#### **Councillor Support**

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

- Community Engagement and Consultations
- 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**

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

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

## COMMUNITY ENGAGEMENT CONT.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	580,521	481,372	490,900	448,170
Premises Costs	326	210	1,550	1,530
Transport Costs	21,989	22,810	19,790	21,800
Supplies & Services	461,454	486,570	467,210	465,110
Contract Costs	9,400	9,400	9,400	9,400
Support Service Costs	119,290	170,430	208,150	246,980
Capital Financing	201,971	8,124	476,524	8,124
<b>Total Expenditure</b>	<b>1,394,951</b>	<b>1,178,916</b>	<b>1,673,524</b>	<b>1,201,114</b>
<b>Fees &amp; Charges Income</b>	<b>(66,956)</b>	<b>(43,950)</b>	<b>(37,140)</b>	<b>(18,740)</b>
<b>Net Expenditure</b>	<b>1,327,995</b>	<b>1,134,966</b>	<b>1,636,384</b>	<b>1,182,374</b>

## ANDOVER TOWN EVENTS

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Supplies & Services	18,220	13,900	17,230	13,300
Support Service Costs	1,480	2,990	2,190	3,370
<b>Total Expenditure</b>	<b>19,700</b>	<b>16,890</b>	<b>19,420</b>	<b>16,670</b>
<b>Fees &amp; Charges Income</b>	<b>(3,776)</b>	<b>(5,500)</b>	<b>(7,360)</b>	<b>(5,500)</b>
<b>Net Expenditure</b>	<b>15,924</b>	<b>11,390</b>	<b>12,060</b>	<b>11,170</b>

## HERITAGE CENTRE, ROMSEY

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	1,601	1,460	1,460	1,460
Transport Costs	1,360	1,360	1,360	1,360
Grants	43,870	43,870	44,070	44,270
Support Service Costs	2,630	8,310	4,670	11,950
<b>Total Expenditure</b>	<b>49,461</b>	<b>55,000</b>	<b>51,560</b>	<b>59,040</b>
<b>Fees &amp; Charges Income</b>	<b>0</b>	<b>0</b>	<b>(150)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>49,461</b>	<b>55,000</b>	<b>51,410</b>	<b>59,040</b>



## ARTS FUNCTION

### Purpose

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

### Additional Information

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

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

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	23,728	19,494	15,510	20,136
Premises Costs	0	0	50	0
Capital Financing Charges	(6,500)	0	0	0
Transport Costs	119	0	200	100
Supplies & Services	636	61,250	670	800
Support Service Costs	11,000	25,180	11,890	5,290
<b>Total Expenditure</b>	<b>28,983</b>	<b>105,924</b>	<b>28,320</b>	<b>26,326</b>
<b>Fees &amp; Charges Income</b>	<b>(19,634)</b>	<b>(60,000)</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>	<b>9,349</b>	<b>45,924</b>	<b>28,320</b>	<b>26,326</b>

## THE LIGHTS

### Purpose

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

### Additional Information

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

The Lights offers a professional theatre programme alongside educational, business and community focused activities. The theatre is solely funded by Test Valley Borough Council.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	391,896	349,852	361,820	364,584
Premises Costs	113,107	84,560	87,220	85,505
Transport Costs	95	150	150	150
Supplies & Services	354,374	316,575	352,980	330,030
Support Service Costs	63,220	61,460	145,500	197,050
Capital Financing	59,425	63,788	57,440	51,247
<b>Total Expenditure</b>	<b>982,117</b>	<b>876,385</b>	<b>1,005,110</b>	<b>1,028,566</b>
<b>Fees &amp; Charges Income</b>	<b>(515,371)</b>	<b>(469,350)</b>	<b>(499,720)</b>	<b>(476,850)</b>
<b>Net Expenditure</b>	<b>466,746</b>	<b>407,035</b>	<b>505,390</b>	<b>551,716</b>

**CORPORATE & DEMOCRATIC CORE  
ESTIMATES  
2019/20**

## 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

<b>Principal Activities</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Corporate Management</b>				
Corporate Management	1,559,902	1,369,590	1,382,559	521,925
Delivering Public Services Electronically	55,470	38,620	36,420	12,000
Corporate Public Relations, Information & Consultation	137,142	149,310	153,320	12,300
Emergency Planning	33,148	33,850	33,880	33,640
<b>Net Total Expenditure</b>	<b>1,785,662</b>	<b>1,591,370</b>	<b>1,606,179</b>	<b>579,865</b>
<b>Democratic Representation and Management</b>				
Councillors	798,927	782,860	791,720	458,780
Councillor Meetings	433,047	426,620	462,480	403,400
Mayoral Office	95,658	104,690	97,200	38,240
Civic Ceremonies	6,092	6,550	10,430	6,500
Subscriptions	22,029	19,380	22,130	22,260
Representing Local Interests	6,510	6,490	6,490	0
Other Democratic Activities	141,886	139,700	138,140	19,840
<b>Net Total Expenditure</b>	<b>1,504,149</b>	<b>1,486,290</b>	<b>1,528,590</b>	<b>949,020</b>
<b>Allocated Central Overheads</b>	<b>12,554</b>	<b>7,575</b>	<b>8,086</b>	<b>19,256</b>
<b>Non-Distributable Costs</b>	<b>21,110</b>	<b>1,185,430</b>	<b>1,158,380</b>	<b>1,222,440</b>
<b>Net Total Expenditure</b>	<b>3,323,475</b>	<b>4,270,665</b>	<b>4,301,235</b>	<b>2,770,581</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	79,804	1,242,610	1,214,560	1,305,260
Premises Costs	12,290	6,380	7,990	6,770
Transport Costs	20,567	27,000	22,110	24,000
Supplies & Services	897,318	775,740	839,190	746,940
Support Service Costs	2,777,460	2,640,600	2,640,600	4,781,420
Capital Financing Costs	47,687	47,685	46,755	58,491
<b>Total Expenditure</b>	<b>3,835,126</b>	<b>4,740,015</b>	<b>4,771,205</b>	<b>6,922,881</b>
<u>Income</u>				
Fees & Charges Income	(12,011)	(13,380)	(14,000)	(10,080)
Recharge Income	(499,640)	(455,970)	(455,970)	(4,142,220)
<b>Total Income</b>	<b>(511,651)</b>	<b>(469,350)</b>	<b>(469,970)</b>	<b>(4,152,300)</b>
<b>Net Expenditure</b>	<b>3,323,475</b>	<b>4,270,665</b>	<b>4,301,235</b>	<b>2,770,581</b>

## CORPORATE MANAGEMENT

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	11,123	5,860	7,480	5,990
Supplies & Services	218,611	131,780	147,050	124,030
Support Service Costs	1,331,550	1,231,180	1,231,180	376,620
Capital Financing Costs	6,619	6,620	6,619	21,135
<b>Total Expenditure</b>	<b>1,567,903</b>	<b>1,375,440</b>	<b>1,392,329</b>	<b>527,775</b>
<b>Fees &amp; Charges Income</b>	<b>(8,001)</b>	<b>(5,850)</b>	<b>(9,770)</b>	<b>(5,850)</b>
<b>Net Expenditure</b>	<b>1,559,902</b>	<b>1,369,590</b>	<b>1,382,559</b>	<b>521,925</b>

## DELIVERING PUBLIC SERVICES ELECTRONICALLY

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Supplies & Services	28,850	14,200	12,000	12,000
Support Service Costs	26,620	24,420	24,420	0
<b>Total Expenditure</b>	<b>55,470</b>	<b>38,620</b>	<b>36,420</b>	<b>12,000</b>

## CORPORATE PUBLIC RELATIONS, INFORMATION & CONSULTATION

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Supplies & Services	13,402	16,500	17,210	16,500
Support Service Costs	127,690	140,310	140,310	0
<b>Total Expenditure</b>	<b>141,092</b>	<b>156,810</b>	<b>157,520</b>	<b>16,500</b>
<b>Fees &amp; Charges Income</b>	<b>(3,950)</b>	<b>(7,500)</b>	<b>(4,200)</b>	<b>(4,200)</b>
<b>Net Expenditure</b>	<b>137,142</b>	<b>149,310</b>	<b>153,320</b>	<b>12,300</b>



## EMERGENCY PLANNING

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	4,917	4,430	4,460	4,540
Premises Costs	235	0	0	0
Supplies & Services	27,596	29,050	29,050	29,100
Support Service Costs	400	370	370	0
<b>Total Expenditure</b>	<b>33,148</b>	<b>33,850</b>	<b>33,880</b>	<b>33,640</b>

## COUNCILLORS

### Purpose

There are 48 Councillors, but this will reduce to 43 after the May elections, who are elected every four years to represent the community and to manage the business of the Authority.

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employees Costs	13,842	13,000	12,600	13,000
Premises Costs	70	0	0	0
Transport Costs	13,077	12,000	12,000	12,000
Supplies & Services	448,808	451,150	460,410	433,780
Support Service Costs	323,130	306,710	306,710	0
<b>Total Expenditure</b>	<b>798,927</b>	<b>782,860</b>	<b>791,720</b>	<b>458,780</b>

## COUNCILLOR MEETINGS

### Purpose

The business of the Council is conducted through a regular cycle of Council and Committee Meetings held in Andover and Romsey.

### Additional Information

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

There are six Committee cycles each year. It is estimated that each cycle will cost £67,233 in 2019/20.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	283	0	0	0
Supplies & Services	22,672	25,250	62,040	18,160
Support Service Costs	406,380	397,660	397,660	385,240
Capital Financing Costs	3,712	3,710	2,780	0
<b>Total Expenditure</b>	<b>433,047</b>	<b>426,620</b>	<b>462,480</b>	<b>403,400</b>

## MAYORAL OFFICE

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	261	0	260	260
Transport Costs	7,330	15,000	10,000	12,000
Supplies & Services	24,237	26,400	23,650	25,980
Support Service Costs	63,830	63,290	63,290	0
<b>Total Expenditure</b>	<b>95,658</b>	<b>104,690</b>	<b>97,200</b>	<b>38,240</b>

## CIVIC CEREMONIES

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Transport Costs	160	0	0	0
Supplies & Services	5,372	6,000	9,880	6,500
Support Service Costs	560	550	550	0
<b>Total Expenditure</b>	<b>6,092</b>	<b>6,550</b>	<b>10,430</b>	<b>6,500</b>

## SUBSCRIPTIONS

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Supplies & Services	22,029	19,380	22,130	22,260
<b>Total Expenditure</b>	<b>22,029</b>	<b>19,380</b>	<b>22,130</b>	<b>22,260</b>

## REPRESENTING LOCAL INTERESTS

### Purpose

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

### Additional Information

All of the costs represent recharges of staff time.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Support Service Costs	6,510	6,490	6,490	0
<b>Total Expenditure</b>	<b>6,510</b>	<b>6,490</b>	<b>6,490</b>	<b>0</b>

## OTHER DEMOCRATIC ACTIVITIES

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	318	520	250	520
Transport Costs	0	0	110	0
Supplies & Services	918	2,200	800	2,200
Support Service Costs	140,650	136,980	136,980	17,120
<b>Total Expenditure</b>	<b>141,886</b>	<b>139,700</b>	<b>138,140</b>	<b>19,840</b>



## ALLOCATED CENTRAL OVERHEADS

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	61,045	63,580	62,950	65,280
Supplies & Services	84,823	53,830	54,970	56,430
Support Service Costs	329,030	308,810	308,810	4,002,440
Capital Financing Costs	37,356	37,355	37,356	37,356
<b>Total Expenditure</b>	<b>512,254</b>	<b>463,575</b>	<b>464,086</b>	<b>4,161,506</b>
<u>Income</u>				
Fees & Charges Income	(60)	(30)	(30)	(30)
Recharge Income	(499,640)	(455,970)	(455,970)	(4,142,220)
<b>Total Income</b>	<b>(499,700)</b>	<b>(456,000)</b>	<b>(456,000)</b>	<b>(4,142,250)</b>
<b>Net Expenditure</b>	<b>12,554</b>	<b>7,575</b>	<b>8,086</b>	<b>19,256</b>

## NON-DISTRIBUTABLE COSTS

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	0	1,161,600	1,134,550	1,222,440
Support Service Costs	21,110	23,830	23,830	0
<b>Total Expenditure</b>	<b>21,110</b>	<b>1,185,430</b>	<b>1,158,380</b>	<b>1,222,440</b>

**ENVIRONMENTAL SERVICE  
ESTIMATES  
2019/20**

## ENVIRONMENTAL SERVICE

### **Aim:**

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

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

### **Summary:**

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

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

<b>Principal Activities</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
Grounds Maintenance	1,441,006	1,280,527	1,253,644	1,386,411
Waste and Recycling Collection	2,509,783	2,279,514	2,312,937	2,323,969
Garden Waste Collection	(8,926)	(3,271)	(36,787)	(103,768)
Street Cleansing	1,315,662	1,256,042	1,204,946	1,243,356
Vehicle Workshop	173,067	78,631	110,511	144,662
Operational Overheads	20,900	35,378	22,218	24,255
<b>Net Total Expenditure</b>	<b>5,451,492</b>	<b>4,926,821</b>	<b>4,867,469</b>	<b>5,018,885</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	4,467,505	4,116,635	4,180,244	4,436,186
Premises Costs	393,506	236,710	260,630	230,800
Transport Costs	1,632,884	1,558,649	1,626,510	1,599,740
Supplies & Services	882,827	792,510	852,930	830,220
Contract Costs	38,080	43,210	43,210	43,210
Support Service Costs	518,400	502,640	502,640	429,380
Capital Financing	694,956	736,857	639,795	743,009
<b>Total Expenditure</b>	<b>8,628,158</b>	<b>7,987,211</b>	<b>8,105,959</b>	<b>8,312,545</b>
<u>Income</u>				
Fees & Charges Income	(1,549,724)	(1,469,910)	(1,623,520)	(1,639,990)
Recharge Income	(1,626,942)	(1,590,480)	(1,614,970)	(1,653,670)
<b>Total Income</b>	<b>(3,176,666)</b>	<b>(3,060,390)</b>	<b>(3,238,490)</b>	<b>(3,293,660)</b>
<b>Net Expenditure</b>	<b>5,451,492</b>	<b>4,926,821</b>	<b>4,867,469</b>	<b>5,018,885</b>

## GROUNDS MAINTENANCE

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	1,194,651	1,160,004	1,132,320	1,286,359
Premises Costs	125,636	75,960	82,160	73,050
Transport Costs	341,922	304,500	306,510	311,680
Supplies & Services	210,179	201,890	213,074	202,015
Contract Costs	13,186	14,140	14,140	14,140
Support Service Costs	90,880	85,780	85,780	99,170
Capital Financing	175,150	169,403	147,650	187,407
<b>Total Expenditure</b>	<b>2,151,604</b>	<b>2,011,677</b>	<b>1,981,634</b>	<b>2,173,821</b>
<u>Income</u>				
Fees & Charges Income	(245,953)	(262,240)	(264,490)	(268,120)
Recharge Income	(464,645)	(468,910)	(463,500)	(519,290)
<b>Total Income</b>	<b>(710,598)</b>	<b>(731,150)</b>	<b>(727,990)</b>	<b>(787,410)</b>
<b>Net Expenditure</b>	<b>1,441,006</b>	<b>1,280,527</b>	<b>1,253,644</b>	<b>1,386,411</b>

## WASTE AND RECYCLING COLLECTION

### Purpose

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

### Additional Information

There are currently 54,500 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.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	1,593,655	1,431,837	1,487,642	1,528,153
Premises Costs	114,127	70,750	78,150	70,440
Transport Costs	581,566	547,560	602,320	557,240
Supplies & Services	339,700	296,956	320,434	330,945
Support Service Costs	191,550	188,090	188,090	155,160
Capital Financing	306,035	310,921	265,491	314,231
<b>Total Expenditure</b>	<b>3,126,633</b>	<b>2,846,114</b>	<b>2,942,127</b>	<b>2,956,169</b>
<b>Fees &amp; Charges Income</b>	<b>(616,850)</b>	<b>(566,600)</b>	<b>(629,190)</b>	<b>(632,200)</b>
<b>Net Expenditure</b>	<b>2,509,783</b>	<b>2,279,514</b>	<b>2,312,937</b>	<b>2,323,969</b>

## GARDEN WASTE COLLECTION

### Purpose

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

### Additional Information

We have almost 14,000 households subscribing to our Garden Waste Collection Service which collects garden waste for composting.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	232,345	209,143	222,756	232,646
Premises Costs	11,181	6,830	7,570	6,800
Transport Costs	78,973	85,590	92,620	103,210
Supplies & Services	42,491	27,958	41,231	29,040
Support Service Costs	84,730	84,850	84,850	18,260
Capital Financing	42,357	42,358	42,356	42,356
<b>Total Expenditure</b>	<b>492,077</b>	<b>456,729</b>	<b>491,383</b>	<b>432,312</b>
<b>Fees &amp; Charges Income</b>	<b>(501,003)</b>	<b>(460,000)</b>	<b>(528,170)</b>	<b>(536,080)</b>
<b>Net Income</b>	<b>(8,926)</b>	<b>(3,271)</b>	<b>(36,787)</b>	<b>(103,768)</b>



## STREET CLEANSING

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	874,084	807,682	801,698	845,138
Premises Costs	21,702	17,220	17,130	15,320
Transport Costs	243,875	231,630	233,460	237,360
Supplies & Services	153,234	134,828	139,853	133,125
Contract Costs	24,894	29,070	29,070	29,070
Support Service Costs	83,200	79,310	79,310	82,960
Capital Financing	167,797	208,772	176,915	169,753
<b>Total Expenditure</b>	<b>1,568,786</b>	<b>1,508,512</b>	<b>1,477,436</b>	<b>1,512,726</b>
<u>Income</u>				
Fees & Charges Income	(148,380)	(145,970)	(165,970)	(161,410)
Recharge Income	(104,744)	(106,500)	(106,520)	(107,960)
<b>Total Income</b>	<b>(253,124)</b>	<b>(252,470)</b>	<b>(272,490)</b>	<b>(269,370)</b>
<b>Net Expenditure</b>	<b>1,315,662</b>	<b>1,256,042</b>	<b>1,204,946</b>	<b>1,243,356</b>

## VEHICLE WORKSHOP

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	346,229	306,290	319,460	330,445
Premises Costs	120,860	65,600	75,270	64,840
Transport Costs	20,281	27,410	27,830	28,120
Supplies & Services	75,362	73,298	80,338	76,215
Support Service Costs	48,540	45,720	45,720	73,830
Capital Financing	3,617	5,403	7,383	29,262
<b>Total Expenditure</b>	<b>614,889</b>	<b>523,721</b>	<b>556,001</b>	<b>602,712</b>
<u>Income</u>				
Fees & Charges Income	(37,538)	(35,100)	(35,700)	(42,180)
Recharge Income	(404,284)	(409,990)	(409,790)	(415,870)
<b>Total Income</b>	<b>(441,822)</b>	<b>(445,090)</b>	<b>(445,490)</b>	<b>(458,050)</b>
<b>Net Expenditure</b>	<b>173,067</b>	<b>78,631</b>	<b>110,511</b>	<b>144,662</b>

## VEHICLE WORKSHOP (FUEL)

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Transport Costs	355,074	351,280	351,280	351,280
Supplies & Services	4,368	4,030	4,030	4,030
<b>Total Expenditure</b>	<b>359,442</b>	<b>355,310</b>	<b>355,310</b>	<b>355,310</b>
<b>Recharge Income</b>	<b>(359,442)</b>	<b>(355,310)</b>	<b>(355,310)</b>	<b>(355,310)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## OPERATIONAL OVERHEADS

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	226,541	201,679	216,368	213,445
Premises Costs	0	350	350	350
Transport Costs	11,193	10,679	12,490	10,850
Supplies & Services	57,493	53,550	53,970	54,850
Support Service Costs	19,500	18,890	18,890	0
<b>Total Expenditure</b>	<b>314,727</b>	<b>285,148</b>	<b>302,068</b>	<b>279,495</b>
<b>Recharge Income</b>	<b>(293,827)</b>	<b>(249,770)</b>	<b>(279,850)</b>	<b>(255,240)</b>
<b>Net Expenditure</b>	<b>20,900</b>	<b>35,378</b>	<b>22,218</b>	<b>24,255</b>

**ESTATES & ECONOMIC DEVELOPMENT  
SERVICE  
ESTIMATES  
2019/20**

## **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 the Council's Corporate Plan 2015-19 priority to invest in Test Valley to make it a great place to work and do business. 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 along with maintenance of Council owned bus shelters.

## ESTATES, ECONOMIC DEVELOPMENT & TRANSPORT SERVICE

### SUMMARY ESTIMATES

Principal Activities	Actual 2017/18 £	Original Estimate 2018/19 £	Forecast 2018/19 £	Original Estimate 2019/20 £
<b>Estates Support Unit</b>	<b>696,838</b>	<b>663,590</b>	<b>776,200</b>	<b>1,934,230</b>
<b>Property Portfolio</b>				
Andover Market	(17,771)	(19,260)	(19,290)	(29,690)
Business Park Development	(5,369,295)	(5,578,530)	(5,671,630)	(5,903,320)
Investment Properties	(882,251)	(952,120)	(944,330)	(1,138,870)
Union Street	(83,943)	(89,800)	(81,420)	(76,630)
Chantry Centre	(478,470)	(355,650)	(321,500)	(371,400)
Corporate Properties	(335,125)	(281,000)	(309,690)	(570,060)
<b>Total - Property Portfolio</b>	<b>(7,166,855)</b>	<b>(7,276,360)</b>	<b>(7,347,860)</b>	<b>(8,089,970)</b>
Economic Development & Promotion	103,660	101,640	129,150	76,170
Promotion of Tourism	114,463	102,280	137,890	97,950
<b>Total Economic Development and Promotion</b>	<b>218,123</b>	<b>203,920</b>	<b>267,040</b>	<b>174,120</b>
<b>Town Centre Management</b>	<b>26,253</b>	<b>35,630</b>	<b>37,210</b>	<b>18,930</b>
<b>Premises Management</b>				
Public Halls	360,033	375,800	465,680	288,445
Leisure Facilities	38,100	47,000	54,290	45,110
Andover Bus Station	(13,375)	14,280	43,820	15,910
Public Conveniences	226,169	211,230	212,990	154,940
Office Accommodation	(17,024)	(43,170)	1,541,740	692,700
Depot Costs	2	140	160	(6,500)
Andover Magistrates Court	61,724	45,330	81,330	73,670
Maintenance Works	273,836	276,830	254,790	132,990
Reactive / Planned Maintenance	0	302,730	148,290	395,730
Building Cleaning	75,589	54,230	53,900	2,710
<b>Total - Premises Management</b>	<b>1,005,054</b>	<b>1,284,400</b>	<b>2,856,990</b>	<b>1,795,705</b>
<b>Transportation</b>				
Engineers	298,538	340,424	285,540	194,960
Highways	129,708	128,350	167,530	7,800
Parking	(1,133,478)	(1,204,282)	(1,120,720)	(1,244,355)
Community Transport	46,894	61,000	52,000	61,000
<b>Total - Transportation</b>	<b>(658,338)</b>	<b>(674,508)</b>	<b>(615,650)</b>	<b>(980,595)</b>
<b>Net Total Income</b>	<b>(5,878,925)</b>	<b>(5,763,328)</b>	<b>(4,026,070)</b>	<b>(5,147,580)</b>

## SUBJECTIVE SUMMARY

	Actual 2017/18 £	Original Estimate 2018/19 £	Forecast 2018/19 £	Original Estimate 2019/20 £
<u>Expenditure</u>				
Employee Costs	2,252,664	2,231,696	2,077,380	2,309,350
Premises Costs	2,523,198	2,287,780	2,859,970	2,421,630
Transport Costs	53,362	56,590	49,110	43,200
Supplies & Services	1,301,854	1,117,280	1,337,710	1,218,970
Contract Costs	247,958	380,000	377,000	385,000
Transfer Costs	46,894	61,000	52,000	61,000
Support Service Costs	1,353,150	1,321,740	1,321,740	820,870
Capital Charges	655,988	786,776	2,078,210	595,470
<b>Total Expenditure</b>	<b>8,435,068</b>	<b>8,242,862</b>	<b>10,153,120</b>	<b>7,855,490</b>
<u>Income</u>				
Fees & Charges Income	(11,668,999)	(11,477,620)	(11,707,000)	(11,793,700)
Recharge Income	(2,644,994)	(2,528,570)	(2,472,190)	(1,209,370)
<b>Total Income</b>	<b>(14,313,993)</b>	<b>(14,006,190)</b>	<b>(14,179,190)</b>	<b>(13,003,070)</b>
<b>Net Income</b>	<b>(5,878,925)</b>	<b>(5,763,328)</b>	<b>(4,026,070)</b>	<b>(5,147,580)</b>



## ESTATES SUPPORT UNIT

### Purpose

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

### Additional Information

At 31 March 2018 the Service was responsible for land and property with a value of around £128.2M, including Car Parks. Rental income generated by these assets is approximately £8.5M per annum. The management of the portfolio includes asset disposal, where necessary, to generate capital receipts for the Council.

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	813,329	793,670	866,500	970,940
Premises Costs	16,386	0	90	0
Transport Costs	10,029	9,110	9,620	9,160
Supplies & Services	73,096	79,670	118,850	159,740
Support Service Costs	155,120	143,190	143,190	820,870
<b>Total Expenditure</b>	<b>1,067,960</b>	<b>1,025,640</b>	<b>1,138,250</b>	<b>1,960,710</b>
<b>Recharge Income</b>	<b>(371,122)</b>	<b>(362,050)</b>	<b>(362,050)</b>	<b>(26,480)</b>
<b>Net Expenditure</b>	<b>696,838</b>	<b>663,590</b>	<b>776,200</b>	<b>1,934,230</b>

## ANDOVER MARKET

### Purpose

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	9,802	9,980	9,950	10,310
Support Service Costs	10,760	10,760	10,760	0
<b>Total Expenditure</b>	<b>20,562</b>	<b>20,740</b>	<b>20,710</b>	<b>10,310</b>
<b>Fees &amp; Charges Income</b>	<b>(38,333)</b>	<b>(40,000)</b>	<b>(40,000)</b>	<b>(40,000)</b>
<b>Net Income</b>	<b>(17,771)</b>	<b>(19,260)</b>	<b>(19,290)</b>	<b>(29,690)</b>

## BUSINESS PARK DEVELOPMENT

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	167,819	124,430	189,560	125,050
Supplies & Services	217,141	211,780	220,870	215,950
Support Service Costs	123,180	121,740	121,740	0
<b>Total Expenditure</b>	<b>508,140</b>	<b>457,950</b>	<b>532,170</b>	<b>341,000</b>
<b>Fees &amp; Charges Income</b>	<b>(5,877,435)</b>	<b>(6,036,480)</b>	<b>(6,203,800)</b>	<b>(6,244,320)</b>
<b>Net Income</b>	<b>(5,369,295)</b>	<b>(5,578,530)</b>	<b>(5,671,630)</b>	<b>(5,903,320)</b>

## INVESTMENT PROPERTIES

### Purpose

To increase the revenue stream to the Council

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	55,251	21,830	55,980	26,670
Supplies & Services	100,241	0	10,120	0
Third Party Payments	1,362	0	0	0
<b>Total Expenditure</b>	<b>156,854</b>	<b>21,830</b>	<b>66,100</b>	<b>26,670</b>
<b>Fees &amp; Charges Income</b>	<b>(1,039,105)</b>	<b>(973,950)</b>	<b>(1,010,430)</b>	<b>(1,165,540)</b>
<b>Net Income</b>	<b>(882,251)</b>	<b>(952,120)</b>	<b>(944,330)</b>	<b>(1,138,870)</b>

## UNION STREET

### Purpose

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

### Additional Information

Union Street is also home to The Rendezvous community facility.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	5,008	1,340	4,080	4,190
Support Service Costs	1,340	1,270	1,270	0
<b>Total Expenditure</b>	<b>6,348</b>	<b>2,610</b>	<b>5,350</b>	<b>4,190</b>
<b>Fees &amp; Charges Income</b>	<b>(90,291)</b>	<b>(92,410)</b>	<b>(86,770)</b>	<b>(80,820)</b>
<b>Net Income</b>	<b>(83,943)</b>	<b>(89,800)</b>	<b>(81,420)</b>	<b>(76,630)</b>

## CHANTRY CENTRE

### Purpose

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	0	0	29,550	3,200
Supplies and Services	12,500	0	140,000	0
Support Service Costs	19,030	18,950	18,950	0
<b>Total Expenditure</b>	<b>31,530</b>	<b>18,950</b>	<b>188,500</b>	<b>3,200</b>
<b>Fees &amp; Charges Income</b>	<b>(510,000)</b>	<b>(374,600)</b>	<b>(510,000)</b>	<b>(374,600)</b>
<b>Net Income</b>	<b>(478,470)</b>	<b>(355,650)</b>	<b>(321,500)</b>	<b>(371,400)</b>

## CORPORATE PROPERTIES

### Purpose

In addition to its investment property, the Council also owns and manages its operational property; offices, depots, community facilities, leisure facilities, public halls, public conveniences, sports pavilions and cemeteries. A miscellaneous investment portfolio of shops, offices, workshops and agricultural land is also held throughout the Borough.

### Additional Information

The Service generates income of approximately of £650,000 through lettings to third parties. Included in this figure is the Council's income share from the Odeon Cinema development.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	143,792	80,830	147,720	69,570
Supplies & Services	10,007	11,350	10,900	11,300
Support Service Costs	201,620	200,430	200,430	0
Capital Charges	6,462	24,810	6,460	6,460
<b>Total Expenditure</b>	<b>361,881</b>	<b>317,420</b>	<b>365,510</b>	<b>87,330</b>
<b>Fees &amp; Charges Income</b>	<b>(697,006)</b>	<b>(598,420)</b>	<b>(675,200)</b>	<b>(657,390)</b>
<b>Net Income</b>	<b>(335,125)</b>	<b>(281,000)</b>	<b>(309,690)</b>	<b>(570,060)</b>

## ECONOMIC DEVELOPMENT & PROMOTION

### Purpose

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

### Additional Information

The diversity of activities includes:

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

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

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

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

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

Manage the delivery of the Economic Development Strategy action plan.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	387	0	1,320	0
Transport Costs	1,738	1,600	1,640	1,650
Supplies & Services	130,755	115,680	157,010	102,020
Support Service Costs	10,400	10,360	10,360	0
<b>Total Expenditure</b>	<b>143,280</b>	<b>127,640</b>	<b>170,330</b>	<b>103,670</b>
<b>Fees &amp; Charges Income</b>	<b>(39,620)</b>	<b>(26,000)</b>	<b>(41,180)</b>	<b>(27,500)</b>
<b>Net Expenditure</b>	<b>103,660</b>	<b>101,640</b>	<b>129,150</b>	<b>76,170</b>



## PROMOTION OF TOURISM

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	18,398	3,430	29,650	4,520
Transport Costs	1,245	1,360	1,360	1,360
Grants	70,692	72,180	72,180	72,180
Other Supplies & Services	18,468	19,770	29,160	19,890
Support Service Costs	5,660	5,540	5,540	0
<b>Total Expenditure</b>	<b>114,463</b>	<b>102,280</b>	<b>137,890</b>	<b>97,950</b>

## TOWN CENTRE MANAGEMENT

### Purpose

One of the Council's key priorities is to enhance the quality and vitality of Andover and Romsey town centres. It aims to do this by supporting new initiatives as well as supporting both 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 and, a BID ballot was held as an example of this area of work.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	1,500	1,500	1,500	1,560
Grants	14,263	19,370	17,950	19,370
Other Supplies & Services	76	0	0	0
Support Service Costs	19,510	19,260	19,260	0
<b>Total Expenditure</b>	<b>35,349</b>	<b>40,130</b>	<b>38,710</b>	<b>20,930</b>
<b>Fees &amp; Charges Income</b>	<b>(9,096)</b>	<b>(4,500)</b>	<b>(1,500)</b>	<b>(2,000)</b>
<b>Net Expenditure</b>	<b>26,253</b>	<b>35,630</b>	<b>37,210</b>	<b>18,930</b>

## PUBLIC HALLS

### Purpose

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

### Additional Information

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

Three new community sports pavilions will become the Council's over the coming years, built by developers as planning gains on new developments.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	158,431	93,930	159,390	90,015
Supplies & Services	20,468	14,770	15,610	13,170
Support Service Costs	125,170	124,930	124,930	0
Capital Charges	182,652	186,170	220,510	237,340
<b>Total Expenditure</b>	<b>486,721</b>	<b>419,800</b>	<b>520,440</b>	<b>340,525</b>
<b>Fees &amp; Charges Income</b>	<b>(126,688)</b>	<b>(44,000)</b>	<b>(54,760)</b>	<b>(52,080)</b>
<b>Net Expenditure</b>	<b>360,033</b>	<b>375,800</b>	<b>465,680</b>	<b>288,445</b>

## LEISURE FACILITIES

### Purpose

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	38,100	47,000	54,290	45,110
<b>Total Expenditure</b>	<b>38,100</b>	<b>47,000</b>	<b>54,290</b>	<b>45,110</b>

## ANDOVER BUS STATION

### Purpose

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

### Additional Information

The Premises cost includes the non-domestic rates charge.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	57,845	66,710	101,350	68,730
Supplies & Services	0	200	900	200
<b>Total Expenditure</b>	<b>57,845</b>	<b>66,910</b>	<b>102,250</b>	<b>68,930</b>
<b>Fees &amp; Charges Income</b>	<b>(71,220)</b>	<b>(52,630)</b>	<b>(58,430)</b>	<b>(53,020)</b>
<b>Net Expenditure / (Income)</b>	<b>(13,375)</b>	<b>14,280</b>	<b>43,820</b>	<b>15,910</b>

## PUBLIC CONVENIENCES

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	6,394	53,420	0	54,970
Premises Costs	126,345	139,640	155,300	131,090
Transport Costs	2,788	5,250	0	0
Supplies & Services	40,793	27,790	8,040	12,540
Third Party Payments	50,650	0	0	0
Support Service Costs	39,370	38,780	38,780	0
Capital Charges	13,677	13,680	10,870	10,870
<b>Total Expenditure</b>	<b>280,017</b>	<b>278,560</b>	<b>212,990</b>	<b>209,470</b>
<b>Recharge Income</b>	<b>(53,848)</b>	<b>(67,330)</b>	<b>0</b>	<b>(54,530)</b>
<b>Net Expenditure</b>	<b>226,169</b>	<b>211,230</b>	<b>212,990</b>	<b>154,940</b>

## OFFICE ACCOMMODATION

### Purpose

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

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Beech Hurst, Andover</b>				
<u>Expenditure</u>				
Premises Costs	561,541	462,480	763,060	482,060
Supplies & Services	25,517	25,080	22,470	22,370
Contract Costs	26,611	25,000	25,000	33,000
Support Service Costs	14,170	13,410	13,410	0
Capital Charges	127,778	132,380	1,426,150	159,740
<b>Total Expenditure</b>	<b>755,617</b>	<b>658,350</b>	<b>2,250,090</b>	<b>697,170</b>
<b>Fees &amp; Charges Income</b>	<b>(133,882)</b>	<b>(174,630)</b>	<b>(176,670)</b>	<b>(178,030)</b>
<b>Net Expenditure</b>	<b>621,735</b>	<b>483,720</b>	<b>2,073,420</b>	<b>519,140</b>
<b>Former Magistrates Court, Romsey</b>				
<u>Expenditure</u>				
Premises Costs	51,393	51,060	61,420	50,870
Supplies & Services	3,034	4,300	4,100	4,100
Capital Charges	15,714	15,710	18,950	18,950
<b>Total Expenditure</b>	<b>70,141</b>	<b>71,070</b>	<b>84,470</b>	<b>73,920</b>
<b>Fees &amp; Charges Income</b>	<b>(40,204)</b>	<b>(37,200)</b>	<b>(37,110)</b>	<b>(37,110)</b>
<b>Net Expenditure</b>	<b>29,937</b>	<b>33,870</b>	<b>47,360</b>	<b>36,810</b>

## OFFICE ACCOMMODATION (Cont.)

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18</b>	<b>Original Estimate 2018/19</b>	<b>Forecast 2018/19</b>	<b>Original Estimate 2019/20</b>
	£	£	£	£
<b>Premises Management</b>				
<u>Expenditure</u>				
Employee Costs	105,530	128,320	110,740	129,380
Transport Costs	95	100	100	100
Supplies & Services	4,349	7,410	6,710	7,270
Support Service Costs	27,010	25,700	25,700	0
<b>Total Expenditure</b>	<b>136,984</b>	<b>161,530</b>	<b>143,250</b>	<b>136,750</b>
<b>Recharge Income</b>	<b>(155,260)</b>	<b>(155,260)</b>	<b>(155,260)</b>	<b>0</b>
<b>Net Expenditure / (Income)</b>	<b>(18,276)</b>	<b>6,270</b>	<b>(12,010)</b>	<b>136,750</b>
<b>General Office Accommodation</b>				
<b>Recharge Income</b>	<b>(650,420)</b>	<b>(567,030)</b>	<b>(567,030)</b>	<b>0</b>
<b>Net Expenditure/ (Income)</b>	<b>(17,024)</b>	<b>(43,170)</b>	<b>1,541,740</b>	<b>692,700</b>



## DEPOT COSTS

### Purpose

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	350,899	165,670	205,560	166,190
Supplies & Services	8,513	950	1,710	1,680
Support Service Costs	6,890	6,500	6,500	0
Capital Charges	62,182	69,790	64,480	69,250
<b>Total Expenditure</b>	<b>428,484</b>	<b>242,910</b>	<b>278,250</b>	<b>237,120</b>
<b>Recharge Income</b>	<b>(428,482)</b>	<b>(242,770)</b>	<b>(278,090)</b>	<b>(243,620)</b>
<b>Net Expenditure / (Income)</b>	<b>2</b>	<b>140</b>	<b>160</b>	<b>(6,500)</b>

## ANDOVER MAGISTRATES COURT

### Purpose

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Premises Costs	54,700	39,000	75,000	67,340
Supplies & Services	14,267	0	0	0
Capital Charges	6,328	6,330	6,330	6,330
<b>Total Expenditure</b>	<b>75,295</b>	<b>45,330</b>	<b>81,330</b>	<b>73,670</b>
<b>Total Income</b>	<b>(13,571)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>	<b>61,724</b>	<b>45,330</b>	<b>81,330</b>	<b>73,670</b>

## MAINTENANCE WORKS

### Purpose

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

### Additional Information

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

Planned Maintenance work is undertaken through the Asset Management Plan which is delivered annually. This is based on a programme of condition surveys, from which is derived a prioritised programme of repairs. The work includes high cost projects and enables these to be budgeted over a suitable period.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	306,882	306,780	263,230	311,910
Premises Costs	24,805	13,330	15,680	13,150
Transport Costs	22,410	23,130	22,180	19,900
Supplies & Services	173,715	140,750	145,800	140,780
Sub-Contractor Costs	166,709	350,000	350,000	350,000
Support Service Costs	147,520	143,710	143,710	0
Capital Charges	14,172	20,740	7,800	24,040
<b>Total Expenditure</b>	<b>856,213</b>	<b>998,440</b>	<b>948,400</b>	<b>859,780</b>
<b>Recharge Income</b>	<b>(582,377)</b>	<b>(721,610)</b>	<b>(693,610)</b>	<b>(726,790)</b>
<b>Net Expenditure</b>	<b>273,836</b>	<b>276,830</b>	<b>254,790</b>	<b>132,990</b>

## REACTIVE / PLANNED MAINTENANCE

### Purpose

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

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Reactive Maintenance	0	302,730	148,290	395,730
<b>Total Expenditure</b>	<b>0</b>	<b>302,730</b>	<b>148,290</b>	<b>395,730</b>

## BUILDING CLEANING

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	138,552	125,290	130,730	133,080
Premises Costs	345	0	530	0
Supplies & Services	25,331	25,450	25,780	25,580
Sub-Contractor Costs	2,626	5,000	2,000	2,000
Support Service Costs	53,150	51,940	51,940	0
<b>Total Expenditure</b>	<b>220,004</b>	<b>207,680</b>	<b>210,980</b>	<b>160,660</b>
<b>Recharge Income</b>	<b>(144,415)</b>	<b>(153,450)</b>	<b>(157,080)</b>	<b>(157,950)</b>
<b>Net Expenditure</b>	<b>75,589</b>	<b>54,230</b>	<b>53,900</b>	<b>2,710</b>

## ENGINEERS

### Purpose

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	475,528	430,944	359,510	308,090
Premises Costs	1,694	800	970	790
Transport Costs	11,894	12,840	9,580	6,400
Supplies & Services	18,481	19,240	18,030	16,160
Support Service Costs	67,960	65,120	65,120	0
Capital Financing	175,089	274,290	260,490	25,490
<b>Total Expenditure</b>	<b>750,646</b>	<b>803,234</b>	<b>713,700</b>	<b>356,930</b>
<u>Income</u>				
Fees & Charges Income	(195,148)	(205,850)	(171,200)	(161,970)
Recharge Income	(256,960)	(256,960)	(256,960)	0
<b>Total Income</b>	<b>(452,108)</b>	<b>(462,810)</b>	<b>(428,160)</b>	<b>(161,970)</b>
<b>Net Expenditure</b>	<b>298,538</b>	<b>340,424</b>	<b>285,540</b>	<b>194,960</b>

## HIGHWAYS

### Purpose

The Council carries out traffic management 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 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.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Highways: Non-Agency</b>				
<u>Expenditure</u>				
Premises Costs	62,232	48,000	46,580	47,050
Supplies and Services	454	0	0	0
Support Service Costs	23,060	22,840	22,840	0
<b>Total Expenditure</b>	<b>85,746</b>	<b>70,840</b>	<b>69,420</b>	<b>47,050</b>
<b>Fees &amp; Charges Income</b>	<b>(26,177)</b>	<b>(28,450)</b>	<b>(31,450)</b>	<b>(28,450)</b>
<b>Net Expenditure</b>	<b>59,569</b>	<b>42,390</b>	<b>37,970</b>	<b>18,600</b>

## HIGHWAYS (Cont.)

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Highways: Agency</b>				
<u>Expenditure</u>				
Premises Costs	4,871	0	30	0
Supplies & Services	26,929	16,800	16,240	16,800
Support Service Costs	184,100	183,720	183,720	0
<b>Total Expenditure</b>	<b>215,900</b>	<b>200,520</b>	<b>199,990</b>	<b>16,800</b>
<b>Fees &amp; Charges Income</b>	<b>(145,761)</b>	<b>(114,560)</b>	<b>(70,430)</b>	<b>(27,600)</b>
<b>Net Expenditure / (Income)</b>	<b>70,139</b>	<b>85,960</b>	<b>129,560</b>	<b>(10,800)</b>
<b>Net Expenditure for Highways</b>	<b>129,708</b>	<b>128,350</b>	<b>167,530</b>	<b>7,800</b>



## PARKING

### Purpose

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

### Additional Information

The primary costs included in the budget are for management, patrolling and maintenance of both the Council's off street pay and display car parks and on street parking restrictions. The Council manages 3,060 car parking spaces, including 16 car parks in Andover and 8 in Romsey, as well as administering an on-street residents' parking permit scheme.

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	406,449	393,272	346,670	400,980
Premises Costs	611,654	614,090	603,120	618,435
Transport Costs	3,163	3,200	4,630	4,630
Supplies & Services	292,764	304,740	295,280	357,870
Support Service Costs	118,130	113,590	113,590	0
Capital Financing	51,934	42,876	56,170	37,000
<b>Total Expenditure</b>	<b>1,484,094</b>	<b>1,471,768</b>	<b>1,419,460</b>	<b>1,418,915</b>
<u>Income</u>				
Fees & Charges Income	(2,615,462)	(2,673,940)	(2,538,070)	(2,663,270)
Recharge Income	(2,110)	(2,110)	(2,110)	0
<b>Total Income</b>	<b>(2,617,572)</b>	<b>(2,676,050)</b>	<b>(2,540,180)</b>	<b>(2,663,270)</b>
<b>Net Income</b>	<b>(1,133,478)</b>	<b>(1,204,282)</b>	<b>(1,120,720)</b>	<b>(1,244,355)</b>

## COMMUNITY TRANSPORT

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Transfer Payments	46,894	61,000	52,000	61,000
<b>Total Expenditure</b>	<b>46,894</b>	<b>61,000</b>	<b>52,000</b>	<b>61,000</b>

**FINANCE SERVICE  
ESTIMATES  
2019/20**

## FINANCE SERVICE

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

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

### Summary Estimates - by Activity

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

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

<b>Principal Activities</b>	<b>Actuals 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
Finance Service	233	470	26,720	0
<b>Net Total Expenditure</b>	<b>233</b>	<b>470</b>	<b>26,720</b>	<b>0</b>

## SUBJECTIVE SUMMARY

	<b>Actuals 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	829,581	777,620	799,150	823,690
Transport Costs	6,522	6,940	6,870	7,360
Supplies & Services	48,444	55,010	59,800	56,280
Support Service Costs	160,430	148,970	148,970	0
<b>Total Expenditure</b>	<b>1,044,977</b>	<b>988,540</b>	<b>1,014,790</b>	<b>887,330</b>
<u>Income</u>				
Fees & Charges Income	(433)	(2,820)	(2,820)	(2,820)
Recharge Income	(1,044,311)	(985,250)	(985,250)	(884,510)
<b>Total Income</b>	<b>(1,044,744)</b>	<b>(988,070)</b>	<b>(988,070)</b>	<b>(887,330)</b>
<b>Net Expenditure</b>	<b>233</b>	<b>470</b>	<b>26,720</b>	<b>0</b>

## FINANCE SERVICE

### Purpose

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

### Additional Information

The activities of the Service are divided between three teams and cover areas including the provision of financial support and advice to Councillors and all other services within the Council, production of statutory final accounts, budget preparation, treasury management, VAT and internal audit. The Financial Services team is responsible for debtor, creditor, insurance and car lease functions, car loans and procurement.

The Financial Services team currently processes approximately 4,600 debtor invoices and 15,250 creditor invoices per annum.

	<b>Actuals 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	829,581	777,620	799,150	823,690
Transport Costs	6,522	6,940	6,870	7,360
Supplies & Services	48,444	55,010	59,800	56,280
Support Service Costs	160,430	148,970	148,970	0
<b>Total Expenditure</b>	<b>1,044,977</b>	<b>988,540</b>	<b>1,014,790</b>	<b>887,330</b>
<u>Income</u>				
Fees & Charges	(433)	(2,820)	(2,820)	(2,820)
Recharge Income	(1,044,311)	(985,250)	(985,250)	(884,510)
<b>Total Income</b>	<b>(1,044,744)</b>	<b>(988,070)</b>	<b>(988,070)</b>	<b>(887,330)</b>
<b>Net Expenditure</b>	<b>233</b>	<b>470</b>	<b>26,720</b>	<b>0</b>

**HOUSING & ENVIRONMENTAL HEALTH  
SERVICE ESTIMATES  
2019/20**

## **HOUSING & ENVIRONMENTAL HEALTH SERVICE**

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

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

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

The Environmental Health Unit consists of the Health Protection Team, the Environmental Protection Team, plus 1 x Animal Welfare Officer and 2 x Pest Control Officers. The main functional areas of the Health Protection Team include conducting food hygiene and health & safety inspections, investigating food complaints, workplace accidents, incidents of foodborne illness and certain other infectious disease cases, the registration of hairdressers and skin piercers, animal licensing (including for dangerous wild animals, riding schools, pet shops, and zoos) and issuing street trading consents.

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

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

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



## HOUSING & ENVIRONMENTAL HEALTH SERVICE

### Summary Estimates - by Activity

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

<b>Principal Activities</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Housing Activities</b>				
General Management	1	0	0	0
Housing Options	616,145	764,320	646,929	709,398
Hampshire Home Choice	13,785	5,380	4,840	1,654
Housing Development	292,784	1,188,670	836,580	1,129,754
Business Support	0	0	0	0
<b>Total - Housing Activities</b>	<b>922,715</b>	<b>1,958,370</b>	<b>1,488,349</b>	<b>1,840,806</b>
<b>Health Activities</b>				
Pest Control	118,509	89,680	110,236	71,176
Environmental Protection	331,833	275,650	253,180	340,100
Housing Standards	(129,963)	53,310	(134,155)	328,861
Animal Welfare	108,377	114,020	106,654	112,476
Health Protection	334,105	344,290	275,910	495,727
<b>Total - Health Activities</b>	<b>762,861</b>	<b>876,950</b>	<b>611,825</b>	<b>1,348,340</b>
<b>Net Total Expenditure</b>	<b>1,685,576</b>	<b>2,835,320</b>	<b>2,100,174</b>	<b>3,189,146</b>

## SUBJECTIVE SUMMARY

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	1,835,677	1,650,580	1,654,910	1,765,233
Premises Costs	4,838	6,780	7,130	2,730
Transport Costs	37,958	50,330	40,870	53,105
Supplies & Services	248,002	247,830	315,240	251,450
Transfer Payments	115,421	156,000	185,000	175,000
Support Service Costs	986,741	935,000	933,910	1,356,521
Capital Financing	934,717	2,124,980	1,673,199	2,125,148
<b>Total Expenditure</b>	<b>4,163,354</b>	<b>5,171,500</b>	<b>4,810,259</b>	<b>5,729,187</b>
<u>Income</u>				
Fees & Charges Income	(542,357)	(447,350)	(684,230)	(731,650)
Government Grant	(1,140,350)	(1,123,400)	(1,261,515)	(1,000,000)
Recharge Income	(795,071)	(765,430)	(764,340)	(808,391)
<b>Total Income</b>	<b>(2,477,778)</b>	<b>(2,336,180)</b>	<b>(2,710,085)</b>	<b>(2,540,041)</b>
<b>Net Total Expenditure</b>	<b>1,685,576</b>	<b>2,835,320</b>	<b>2,100,174</b>	<b>3,189,146</b>

## GENERAL MANAGEMENT

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	109,767	95,250	100,140	102,796
Transport Costs	194	200	200	200
Supplies & Services	1,348	1,330	1,400	1,410
Support Service Costs	83,420	76,960	76,960	574,610
<b>Total Expenditure</b>	<b>194,729</b>	<b>173,740</b>	<b>178,700</b>	<b>679,016</b>
<b>Recharge Income</b>	<b>(194,728)</b>	<b>(173,740)</b>	<b>(178,700)</b>	<b>(679,016)</b>
<b>Net Expenditure</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

## HOUSING OPTIONS

### **Purpose**

The Council has a statutory duty to assess housing need and assist those who are homeless or threatened with homelessness under Part 7 of the Housing Act 1996 (as amended). 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 2,100 applicants on the Housing Register, including those tenants who need to move to more suitable housing. The team makes approximately 400 nominations per year to registered housing providers.

The team also provides housing advice which is aimed at preventing and relieving homelessness. Between April and December 2018, over 2,000 households approached the Council for advice and assistance with regard to their housing situation. This represented an increase of 44% compared with the previous year. During the same period, the team processed 367 applications for assistance under the statutory homelessness framework. 64% of cases triggering the prevention duty were resolved at that stage, 89% of cases triggering the relief duty were resolved at that stage, and 5 cases went on to have the main housing duty accepted. This represents a reduction in main duty accepted cases, when compared with the previous year, of 88%. Additionally, there were 68 households in temporary accommodation at the end of March 2018. At the end of December 2018, there were 52 households residing in temporary accommodation provided by the Council. This represents a reduction of 24% in the number of households residing in temporary accommodation.

In April 2018, the housing options team underwent transformation and implemented “asset-based” or “strengths-based” assessments, and have been pursuing increasing amounts of work with the wider system to identify, address and tackle the underlying causes of homelessness. 79% of all customers approaching the housing options service and who are homeless or threatened with homelessness, now have an asset-based assessment and the Council’s policy position has been to go beyond the requirements of the Housing Act 1996, Part 7, in the interests of preventing and relieving rough sleeping through the provision of a universal service.

## HOUSING OPTIONS

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	474,212	411,180	462,740	488,424
Premises Costs	337	4,380	4,360	360
Transport Costs	7,586	7,910	8,190	9,965
Supplies & Services	78,406	66,060	112,460	66,720
Transfer Payments	115,421	156,000	185,000	175,000
Support Service Costs	268,831	280,860	273,890	300,480
Capital Financing	59,929	59,930	59,929	59,929
<b>Total Expenditure</b>	<b>1,004,722</b>	<b>986,320</b>	<b>1,106,569</b>	<b>1,100,878</b>
<u>Income</u>				
Fees & Charges Income	(315,177)	(148,600)	(386,240)	(391,480)
Recharge Income	(73,400)	(73,400)	(73,400)	0
<b>Total Income</b>	<b>(388,577)</b>	<b>(222,000)</b>	<b>(459,640)</b>	<b>(391,480)</b>
<b>Net Expenditure</b>	<b>616,145</b>	<b>764,320</b>	<b>646,929</b>	<b>709,398</b>

## HAMPSHIRE HOME CHOICE

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	61,602	55,600	56,160	57,424
Transport Costs	679	700	700	700
Supplies & Services	47,314	41,280	42,110	39,490
Support Service Costs	5,860	4,320	4,200	560
<b>Total Expenditure</b>	<b>115,455</b>	<b>101,900</b>	<b>103,170</b>	<b>98,174</b>
<b>Fees &amp; Charges Income</b>	<b>(101,670)</b>	<b>(96,520)</b>	<b>(98,330)</b>	<b>(96,520)</b>
<b>Net Expenditure</b>	<b>13,785</b>	<b>5,380</b>	<b>4,840</b>	<b>1,654</b>

## HOUSING DEVELOPMENT

### Purpose

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

### Additional Information

The Council plans to ensure more people in need are housed each year through a range of initiatives including the delivery of a specified number of new affordable homes; 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 2018, our Registered Provider partners developed 211 new affordable homes. This was the highest level of affordable housing delivery of all 14 Hampshire housing authorities.

The Council is currently 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. Additionally, the Council is a member of the National Community Land Trust Network with a view to assisting Community Land Trusts to develop affordable housing schemes in Test Valley.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b><u>Expenditure</u></b>				
Employee Costs	163,851	150,740	155,990	158,444
Transport Costs	728	1,200	800	1,200
Supplies & Services	10,532	11,020	11,550	11,530
Support Service Costs	48,150	46,580	39,090	61,180
Capital Financing	207,500	1,110,000	800,000	950,000
<b>Total Expenditure</b>	<b>430,761</b>	<b>1,319,540</b>	<b>1,007,430</b>	<b>1,182,354</b>
<b><u>Income</u></b>				
Fees & Charges Income	(7,127)	(20)	(40,000)	(52,600)
Recharge Income	(130,850)	(130,850)	(130,850)	0
<b>Total Income</b>	<b>(137,977)</b>	<b>(130,870)</b>	<b>(170,850)</b>	<b>(52,600)</b>
<b>Net Expenditure</b>	<b>292,784</b>	<b>1,188,670</b>	<b>836,580</b>	<b>1,129,754</b>

## BUSINESS SUPPORT

### Purpose

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

### Additional Information

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

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	90,054	82,410	66,110	86,455
Transport Costs	0	400	0	400
Supplies & Services	34,359	41,600	52,250	42,520
Support Service Costs	156,100	147,450	147,450	0
<b>Total Expenditure</b>	<b>280,513</b>	<b>271,860</b>	<b>265,810</b>	<b>129,375</b>
<b>Recharge Income</b>	<b>(280,513)</b>	<b>(271,860)</b>	<b>(265,810)</b>	<b>(129,375)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## PEST CONTROL

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	84,965	80,910	77,320	83,420
Premises Costs	4,501	2,400	2,770	2,370
Transport Costs	9,036	12,620	9,200	12,940
Supplies & Services	6,233	15,310	15,330	15,340
Support Service Costs	47,490	44,510	45,800	23,180
Capital Financing	3,076	3,080	3,076	3,076
<b>Total Expenditure</b>	<b>155,301</b>	<b>158,830</b>	<b>153,496</b>	<b>140,326</b>
<b>Fees &amp; Charges Income</b>	<b>(36,792)</b>	<b>(69,150)</b>	<b>(43,260)</b>	<b>(69,150)</b>
<b>Net Expenditure</b>	<b>118,509</b>	<b>89,680</b>	<b>110,236</b>	<b>71,176</b>

## ENVIRONMENTAL PROTECTION

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	285,022	231,940	216,850	229,860
Transport Costs	3,128	5,000	2,500	5,000
Supplies & Services	13,132	15,480	15,830	18,490
Support Service Costs	98,770	94,250	84,980	115,750
<b>Total Expenditure</b>	<b>400,052</b>	<b>346,670</b>	<b>320,160</b>	<b>369,100</b>
<u>Income</u>				
Fees & Charges Income	(26,239)	(29,040)	(25,000)	(29,000)
Recharge Income	(41,980)	(41,980)	(41,980)	0
<b>Total Income</b>	<b>(68,219)</b>	<b>(71,020)</b>	<b>(66,980)</b>	<b>(29,000)</b>
<b>Net Expenditure</b>	<b>331,833</b>	<b>275,650</b>	<b>253,180</b>	<b>340,100</b>

## HOUSING STANDARDS

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	213,133	180,370	221,020	188,580
Transport Costs	7,971	9,030	8,870	9,250
Supplies & Services	8,669	11,440	10,920	11,540
Support Service Costs	140,120	90,890	134,550	74,491
Capital Financing	662,134	950,000	810,000	1,110,000
<b>Total Expenditure</b>	<b>1,032,027</b>	<b>1,241,730</b>	<b>1,185,360</b>	<b>1,393,861</b>
<u>Income</u>				
Fees & Charges Income	(21,640)	(65,020)	(58,000)	(65,000)
Government Grant	(1,140,350)	(1,123,400)	(1,261,515)	(1,000,000)
<b>Total Income</b>	<b>(1,161,990)</b>	<b>(1,188,420)</b>	<b>(1,319,515)</b>	<b>(1,065,000)</b>
<b>Net Expenditure / (Income)</b>	<b>(129,963)</b>	<b>53,310</b>	<b>(134,155)</b>	<b>328,861</b>

## ANIMAL WELFARE

### Purpose

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

### Additional Information

The Animal Welfare Officer is responsible for animal welfare throughout the borough which includes advice, education and enforcement, plus the inspection and licensing of animal establishments. More specifically, where dogs are concerned, advice is given on responsible dog ownership, the seizure of stray dogs, the re-homing of unclaimed stray dogs, licensing requirements, and responding to complaints and enquiries regarding nuisances caused by dogs. In 2018, the Council was awarded the RSPCA "Platinum Stray Dogs Footprint Award" in recognition of the high quality service being delivered.

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	43,178	36,750	38,660	37,963
Transport Costs	4,084	7,770	7,910	7,950
Supplies & Services	34,919	37,650	39,130	37,370
Support Service Costs	42,260	45,660	42,040	37,550
Capital Financing	2,078	1,970	194	2,143
<b>Total Expenditure</b>	<b>126,519</b>	<b>129,800</b>	<b>127,934</b>	<b>122,976</b>
<u>Income</u>				
Fees & Charges Income	(11,362)	(9,000)	(14,500)	(10,500)
Recharge Income	(6,780)	(6,780)	(6,780)	0
<b>Total Income</b>	<b>(18,142)</b>	<b>(15,780)</b>	<b>(21,280)</b>	<b>(10,500)</b>
<b>Net Expenditure</b>	<b>108,377</b>	<b>114,020</b>	<b>106,654</b>	<b>112,476</b>

## HEALTH PROTECTION

### Purpose

The primary aims of the Health Protection Team are to protect the health of people living and working in Test Valley, and to help ensure compliance with various aspects of Environmental Health law. The Health Protection Team is responsible for the enforcement of the legislative controls for food hygiene, food sampling, infectious diseases, health and safety, consent street trading and hairdressing and skin piercing registration.

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	309,893	325,430	259,920	331,867
Transport Costs	4,552	5,500	2,500	5,500
Supplies & Services	13,090	6,660	14,260	7,040
Support Service Costs	95,740	103,520	84,950	168,720
<b>Total Expenditure</b>	<b>423,275</b>	<b>441,110</b>	<b>361,630</b>	<b>513,127</b>
<u>Income</u>				
Fees & Charges Income	(22,350)	(30,000)	(18,900)	(17,400)
Recharge Income	(66,820)	(66,820)	(66,820)	0
<b>Total Income</b>	<b>(89,170)</b>	<b>(96,820)</b>	<b>(85,720)</b>	<b>(17,400)</b>
<b>Net Expenditure</b>	<b>334,105</b>	<b>344,290</b>	<b>275,910</b>	<b>495,727</b>

**I.T. SERVICE  
ESTIMATES  
2019/20**

## 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**

<b>Principal Activities</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
Management Team	(733,052)	(772,018)	(783,627)	(967,237)
Service Desk	2,160	2,643	(9,840)	66,700
Infrastructure	558,323	564,210	527,419	568,214
Corporate Services	201,928	205,362	295,270	332,320
<b>Net Total Expenditure / (Income)</b>	<b>29,359</b>	<b>197</b>	<b>29,222</b>	<b>(3)</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	785,899	717,828	732,200	850,596
Premises Costs	3,887	1,440	1,470	1,440
Transport Costs	7,733	9,130	5,050	9,130
Supplies & Services	458,459	470,960	544,370	489,030
Support Service Costs	201,920	188,710	188,710	0
Capital Charges	107,670	114,409	93,692	74,081
<b>Total Expenditure</b>	<b>1,565,568</b>	<b>1,502,477</b>	<b>1,565,492</b>	<b>1,424,277</b>
<u>Income</u>				
Fees & Charges Income	(101,094)	(117,110)	(151,460)	(218,080)
Recharge Income	(1,435,115)	(1,385,170)	(1,384,810)	(1,206,200)
<b>Total Income</b>	<b>(1,536,209)</b>	<b>(1,502,280)</b>	<b>(1,536,270)</b>	<b>(1,424,280)</b>
<b>Net Expenditure / (Income)</b>	<b>29,359</b>	<b>197</b>	<b>29,222</b>	<b>(3)</b>



## MANAGEMENT TEAM

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	184,649	166,869	100,460	175,441
Premises Costs	2,356	0	40	0
Transport Costs	6,394	6,730	2,650	6,730
Supplies & Services	16,434	24,060	29,750	24,140
Support Service Costs	135,620	125,370	125,370	0
Capital Charges	63,572	29,143	42,973	23,362
<b>Total Expenditure</b>	<b>409,025</b>	<b>352,172</b>	<b>301,243</b>	<b>229,673</b>
<u>Income</u>				
Fees & Charges Income	(46,229)	(49,470)	(10,150)	(51,940)
Recharge Income	(1,095,848)	(1,074,720)	(1,074,720)	(1,144,970)
<b>Total Income</b>	<b>(1,142,077)</b>	<b>(1,124,190)</b>	<b>(1,084,870)</b>	<b>(1,196,910)</b>
<b>Net Income</b>	<b>(733,052)</b>	<b>(772,018)</b>	<b>(783,627)</b>	<b>(967,237)</b>

## SERVICE DESK

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	176,208	176,173	236,680	228,110
Transport Costs	1,075	1,000	1,000	1,000
Supplies & Services	2,221	2,310	2,380	2,330
Support Service Costs	24,750	23,800	23,800	0
<b>Total Expenditure</b>	<b>204,254</b>	<b>203,283</b>	<b>263,860</b>	<b>231,440</b>
<u>Income</u>				
Fees & Charges Income	(50,452)	(66,240)	(139,300)	(164,740)
Recharge Income	(151,642)	(134,400)	(134,400)	0
<b>Total Income</b>	<b>(202,094)</b>	<b>(200,640)</b>	<b>(273,700)</b>	<b>(164,740)</b>
<b>Net Expenditure / (Income)</b>	<b>2,160</b>	<b>2,643</b>	<b>(9,840)</b>	<b>66,700</b>

## INFRASTRUCTURE

### Purpose

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

### Additional Information

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

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	273,128	242,904	252,950	312,245
Premises Costs	1,424	1,320	1,310	1,320
Transport Costs	226	1,200	1,200	1,200
Supplies & Services	214,697	209,720	200,690	205,980
Support Service Costs	24,750	23,800	23,800	0
Capital Charges	44,098	85,266	47,469	47,469
<b>Total Expenditure</b>	<b>558,323</b>	<b>564,210</b>	<b>527,419</b>	<b>568,214</b>

## CORPORATE SERVICES

### Purpose

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

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

### Additional Information

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

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

The Business Support Team is responsible for the management of IT software and hardware licensing and 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.

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	151,914	131,882	142,110	134,800
Premises Costs	107	120	120	120
Transport Costs	38	200	200	200
Supplies & Services	225,107	234,870	311,550	256,580
Support Service Costs	16,800	15,740	15,740	0
Capital Charges	0	0	3,250	3,250
<b>Total Expenditure</b>	<b>393,966</b>	<b>382,812</b>	<b>472,970</b>	<b>394,950</b>
<u>Income</u>				
Fees & Charges Income	(4,413)	(1,400)	(2,010)	(1,400)
Recharge Income	(187,625)	(176,050)	(175,690)	(61,230)
<b>Total Income</b>	<b>(192,038)</b>	<b>(177,450)</b>	<b>(177,700)</b>	<b>(62,630)</b>
<b>Net Expenditure</b>	<b>201,928</b>	<b>205,362</b>	<b>295,270</b>	<b>332,320</b>

**LEGAL & DEMOCRATIC SERVICE  
ESTIMATES  
2019/20**

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

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

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

The Service is responsible for all electoral service functions.

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

<b>Principal Activities</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Legal</b>				
Legal Function	73,331	2,290	(63,560)	(277,940)
Land Charges	(57,268)	(72,510)	(80,170)	(90,780)
<b>Total - Legal</b>	<b>16,063</b>	<b>(70,220)</b>	<b>(143,730)</b>	<b>(368,720)</b>
<b>Democratic</b>				
Council Elections	302,536	264,430	262,660	326,400
Registration of Electors	146,048	164,190	169,360	80,770
<b>Total - Democratic</b>	<b>448,584</b>	<b>428,620</b>	<b>432,020</b>	<b>407,170</b>
<b>Licensing</b>				
Betting, Gaming & Lotteries	27,221	27,820	28,230	(7,220)
Alcohol & Entertainment Licensing	(45,573)	(47,900)	(44,570)	(33,740)
Scrap Metal Dealer Licences	2,581	2,120	2,030	(120)
Hackney Carriages & Private Hire Vehicles	10,829	6,360	7,680	2,630
<b>Total - Licensing</b>	<b>(4,942)</b>	<b>(11,600)</b>	<b>(6,630)</b>	<b>(38,450)</b>
<b>Net Total Expenditure</b>	<b>459,705</b>	<b>346,800</b>	<b>281,660</b>	<b>0</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	1,088,429	990,160	907,890	1,044,570
Premises Costs	64,153	2,800	3,460	29,760
Transport Costs	19,016	7,350	7,300	10,850
Supplies & Services	748,273	234,110	268,350	421,560
Support Service Costs	501,840	479,740	479,740	0
<b>Total Expenditure</b>	<b>2,421,711</b>	<b>1,714,160</b>	<b>1,666,740</b>	<b>1,506,740</b>
<u>Income</u>				
Fees & Charges Income	(1,030,769)	(441,570)	(459,290)	(461,900)
Recharge Income	(931,237)	(925,790)	(925,790)	(1,044,840)
<b>Total Income</b>	<b>(1,962,006)</b>	<b>(1,367,360)</b>	<b>(1,385,080)</b>	<b>(1,506,740)</b>
<b>Net Expenditure</b>	<b>459,705</b>	<b>346,800</b>	<b>281,660</b>	<b>0</b>

## LEGAL AND DEMOCRATIC FUNCTION

### Purpose

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

### Additional Information

Advice and expertise provided includes: -

- Legal advice, including advice in Council and the Committees of the Council
- Conduct of litigation in the courts and at tribunals and inquiries.
- 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 the Council's Constitution is kept up to date and that ethical standards are maintained throughout the Council making statutory reports and where necessary, conducting or arranging for investigations into alleged breaches of the Councillor Code of Conduct at Borough and Parish level.

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	769,808	712,930	636,380	749,100
Transport Costs	3,077	2,700	2,700	2,700
Supplies & Services	66,995	52,260	67,960	57,100
Support Service Costs	170,100	156,430	156,430	0
<b>Total Expenditure</b>	<b>1,009,980</b>	<b>924,320</b>	<b>863,470</b>	<b>808,900</b>
<u>Income</u>				
Fees & Charges Income	(46,392)	(37,000)	(42,000)	(42,000)
Recharge Income	(890,257)	(885,030)	(885,030)	(1,044,840)
<b>Total Income</b>	<b>(936,649)</b>	<b>(922,030)</b>	<b>(927,030)</b>	<b>(1,086,840)</b>
<b>Net Expenditure / (Income)</b>	<b>73,331</b>	<b>2,290</b>	<b>(63,560)</b>	<b>(277,940)</b>



## LAND CHARGES

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	61,010	62,160	51,050	69,150
Transport Costs	508	400	500	500
Supplies & Services	53,981	58,270	71,320	84,570
Support Service Costs	37,690	36,660	36,660	0
<b>Total Expenditure</b>	<b>153,189</b>	<b>157,490</b>	<b>159,530</b>	<b>154,220</b>
<b>Fees &amp; Charges Income</b>	<b>(210,457)</b>	<b>(230,000)</b>	<b>(239,700)</b>	<b>(245,000)</b>
<b>Net Income</b>	<b>(57,268)</b>	<b>(72,510)</b>	<b>(80,170)</b>	<b>(90,780)</b>

## COUNCIL ELECTIONS

### Purpose

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

### Additional Information

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

A total of 90 polling stations are used together with approximately 230 polling and 120 count staff at a normal local government election. Elections to Test Valley Borough Council and all Parishes within the Test Valley area will take place on Thursday 2nd May 2019.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	150,123	119,270	117,820	123,270
Premises Costs	64,153	2,800	3,460	29,760
Transport Costs	11,964	500	450	3,900
Supplies & Services	501,411	16,580	20,700	169,470
Support Service Costs	134,000	127,690	127,690	0
<b>Total Expenditure</b>	<b>861,651</b>	<b>266,840</b>	<b>270,120</b>	<b>326,400</b>
<u>Income</u>				
Fees & Charges Income	(556,695)	0	(5,050)	0
Recharge Income	(2,420)	(2,410)	(2,410)	0
<b>Total Income</b>	<b>(559,115)</b>	<b>(2,410)</b>	<b>(7,460)</b>	<b>0</b>
<b>Net Expenditure</b>	<b>302,536</b>	<b>264,430</b>	<b>262,660</b>	<b>326,400</b>

## REGISTRATION OF ELECTORS

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	1,954	0	2,670	0
Transport Costs	2,706	3,000	3,000	3,000
Supplies & Services	108,362	90,370	92,870	94,270
Support Service Costs	87,660	87,320	87,320	0
<b>Total Expenditure</b>	<b>200,682</b>	<b>180,690</b>	<b>185,860</b>	<b>97,270</b>
<b>Fees &amp; Charges Income</b>	<b>(54,634)</b>	<b>(16,500)</b>	<b>(16,500)</b>	<b>(16,500)</b>
<b>Net Expenditure</b>	<b>146,048</b>	<b>164,190</b>	<b>169,360</b>	<b>80,770</b>

## BETTING, GAMING AND LOTTERIES

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employees Costs	6,145	5,320	5,580	5,500
Supplies & Services	126	130	280	280
Support Service Costs	35,640	35,370	35,370	0
<b>Total Expenditure</b>	<b>41,911</b>	<b>40,820</b>	<b>41,230</b>	<b>5,780</b>
<b>Fees &amp; Charges Income</b>	<b>(14,690)</b>	<b>(13,000)</b>	<b>(13,000)</b>	<b>(13,000)</b>
<b>Net Expenditure / (Income)</b>	<b>27,221</b>	<b>27,820</b>	<b>28,230</b>	<b>(7,220)</b>

## ALCOHOL & ENTERTAINMENT LICENSING

### Purpose

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

### Additional Information

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

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	58,267	53,900	55,200	54,870
Transport Costs	687	750	650	750
Supplies & Services	6,045	4,240	6,120	5,640
Support Service Costs	20,230	20,020	20,020	0
<b>Total Expenditure</b>	<b>85,229</b>	<b>78,910</b>	<b>81,990</b>	<b>61,260</b>
<u>Income</u>				
Fees & Charges Income	(98,812)	(95,000)	(94,750)	(95,000)
Recharge Income	(31,990)	(31,810)	(31,810)	0
<b>Total Income</b>	<b>(130,802)</b>	<b>(126,810)</b>	<b>(126,560)</b>	<b>(95,000)</b>
<b>Net Income</b>	<b>(45,573)</b>	<b>(47,900)</b>	<b>(44,570)</b>	<b>(33,740)</b>

## SCRAP METAL DEALER LICENCES

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	3,072	2,660	2,790	2,750
Supplies & Services	29	30	30	30
Support Service Costs	50	0	0	0
<b>Total Expenditure</b>	<b>3,151</b>	<b>2,690</b>	<b>2,820</b>	<b>2,780</b>
<b>Fees &amp; Charges Income</b>	<b>(570)</b>	<b>(570)</b>	<b>(790)</b>	<b>(2,900)</b>
<b>Net Expenditure / (Income)</b>	<b>2,581</b>	<b>2,120</b>	<b>2,030</b>	<b>(120)</b>

## HACKNEY CARRIAGES & PRIVATE HIRE VEHICLES

### Purpose

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	38,050	33,920	36,400	39,930
Transport Costs	74	0	0	0
Supplies & Services	11,324	12,230	9,070	10,200
Support Service Costs	16,470	16,250	16,250	0
<b>Total Expenditure</b>	<b>65,918</b>	<b>62,400</b>	<b>61,720</b>	<b>50,130</b>
<u>Income</u>				
Fees & Charges Income	(48,519)	(49,500)	(47,500)	(47,500)
Recharge Income	(6,570)	(6,540)	(6,540)	0
<b>Total Income</b>	<b>(55,089)</b>	<b>(56,040)</b>	<b>(54,040)</b>	<b>(47,500)</b>
<b>Net Expenditure</b>	<b>10,829</b>	<b>6,360</b>	<b>7,680</b>	<b>2,630</b>

**PLANNING & BUILDING SERVICE  
ESTIMATES  
2019/20**



## PLANNING & BUILDING SERVICE

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

### Aims

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

<b>Principal Activities</b>	<b>Actual 2017/18</b>	<b>Original Estimate 2018/19</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
Development Control & Enforcement	2,084,848	1,657,236	1,806,864	1,691,932
Building Control	77,169	74,308	55,640	(29,586)
<b>Net Total Expenditure</b>	<b>2,162,017</b>	<b>1,731,544</b>	<b>1,862,504</b>	<b>1,662,346</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	2,406,233	2,208,084	2,297,044	2,327,066
Premises Costs	1,250	670	770	660
Transport Costs	40,668	45,060	38,180	48,710
Supplies & Services	335,230	297,890	383,270	303,450
Support Service Costs	1,004,270	976,100	976,100	782,980
Capital Charges	9,080	0	0	0
<b>Total Expenditure</b>	<b>3,796,731</b>	<b>3,527,804</b>	<b>3,695,364</b>	<b>3,462,866</b>
<u>Income</u>				
Fees & Charges Income	(1,554,494)	(1,716,040)	(1,752,640)	(1,774,040)
Recharge Income	(80,220)	(80,220)	(80,220)	(26,480)
<b>Total Income</b>	<b>(1,634,714)</b>	<b>(1,796,260)</b>	<b>(1,832,860)</b>	<b>(1,800,520)</b>
<b>Net Total Expenditure</b>	<b>2,162,017</b>	<b>1,731,544</b>	<b>1,862,504</b>	<b>1,662,346</b>

## DEVELOPMENT CONTROL AND ENFORCEMENT

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	2,042,819	1,876,606	1,964,504	1,987,912
Premises Costs	1,250	670	770	660
Transport Costs	21,463	25,600	22,100	25,600
Other Supplies & Services	301,330	260,920	349,650	267,260
Support Service Costs	936,430	909,660	909,660	782,980
<b>Total Expenditure</b>	<b>3,303,292</b>	<b>3,073,456</b>	<b>3,246,684</b>	<b>3,064,412</b>
<u>Income</u>				
Fees & Charges Income	(1,138,224)	(1,336,000)	(1,359,600)	(1,346,000)
Recharge Income	(80,220)	(80,220)	(80,220)	(26,480)
<b>Total Income</b>	<b>(1,218,444)</b>	<b>(1,416,220)</b>	<b>(1,439,820)</b>	<b>(1,372,480)</b>
<b>Net Expenditure</b>	<b>2,084,848</b>	<b>1,657,236</b>	<b>1,806,864</b>	<b>1,691,932</b>

## BUILDING CONTROL

### Purpose

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

### Sewerage: Sewerage and Drainage

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

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	363,414	331,478	332,540	339,154
Transport Costs	19,205	19,460	16,080	23,110
Supplies & Services	33,900	36,970	33,620	36,190
Support Service Costs	67,840	66,440	66,440	0
Capital Charges	9,080	0	0	0
<b>Total Expenditure</b>	<b>493,439</b>	<b>454,348</b>	<b>448,680</b>	<b>398,454</b>
<b>Fees &amp; Charges Income</b>	<b>(416,270)</b>	<b>(380,040)</b>	<b>(393,040)</b>	<b>(428,040)</b>
<b>Net Expenditure / (Income)</b>	<b>77,169</b>	<b>74,308</b>	<b>55,640</b>	<b>(29,586)</b>

**REVENUES SERVICE  
ESTIMATES  
2019/20**

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

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**

<b>Principal Activities</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
Local Taxation Services	787,832	730,501	734,430	636,200
Council Tax Support Administration	413,776	357,653	369,890	426,130
Housing Benefit - Homelessness	8,920	10,000	28,570	10,000
Housing Benefit - Rent Allowances	(123,294)	(210,000)	(488,100)	(210,000)
Housing Benefit - Rent Allowances Administration	234,631	238,066	202,950	338,890
Customer Services Unit	(5,401)	(35,600)	(142,430)	965,040
<b>Net Total Expenditure</b>	<b>1,316,464</b>	<b>1,090,620</b>	<b>705,310</b>	<b>2,166,260</b>

## SUBJECTIVE SUMMARY

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	1,933,542	1,795,600	1,645,790	1,826,940
Transport Costs	11,038	8,840	5,550	8,840
Supplies & Services	615,229	679,990	578,750	674,430
Transfer Payments	26,147,928	30,920,000	27,273,180	30,920,000
Support Service Costs	648,180	626,610	626,610	846,120
<b>Total Expenditure</b>	<b>29,355,917</b>	<b>34,031,040</b>	<b>30,129,880</b>	<b>34,276,330</b>
<u>Income</u>				
Fees & Charges	(194,735)	(178,000)	(148,500)	(163,080)
Subsidy Income	(26,849,404)	(31,773,300)	(28,286,950)	(31,763,910)
Other Government Grants	(213,474)	(186,000)	(186,000)	(180,000)
Recharge Income	(781,840)	(803,120)	(803,120)	(3,080)
<b>Total Income</b>	<b>(28,039,453)</b>	<b>(32,940,420)</b>	<b>(29,424,570)</b>	<b>(32,110,070)</b>
<b>Net Total Expenditure</b>	<b>1,316,464</b>	<b>1,090,620</b>	<b>705,310</b>	<b>2,166,260</b>



## LOCAL TAXATION SERVICES

### Purpose

The Council has a duty under the Local Government Finance Act 1992 to collect Council Tax from every domestic dwelling in the Borough on behalf of Hampshire County Council, the Hampshire Police & Crime Commissioner, Hampshire Fire & Rescue 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.

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	637,285	612,031	562,650	592,610
Transport Costs	5,236	2,750	2,070	2,750
Supplies & Services	236,959	181,350	205,840	168,010
Support Service Costs	303,340	298,370	298,370	215,910
<b>Total Expenditure</b>	<b>1,182,820</b>	<b>1,094,501</b>	<b>1,068,930</b>	<b>979,280</b>
<u>Income</u>				
Government Grant	(200,253)	(186,000)	(186,000)	(180,000)
Fees & Charges Income	(194,735)	(178,000)	(148,500)	(163,080)
<b>Total Income</b>	<b>(394,988)</b>	<b>(364,000)</b>	<b>(334,500)</b>	<b>(343,080)</b>
<b>Net Expenditure</b>	<b>787,832</b>	<b>730,501</b>	<b>734,430</b>	<b>636,200</b>

## COUNCIL TAX SUPPORT ADMINISTRATION

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	365,046	296,663	301,990	313,050
Transport Costs	2,084	2,150	1,210	2,150
Supplies & Services	36,206	35,950	43,800	44,400
Support Service Costs	118,120	112,790	112,790	160,300
<b>Total Expenditure</b>	<b>521,456</b>	<b>447,553</b>	<b>459,790</b>	<b>519,900</b>
<u>Income</u>				
Subsidy Income	(94,459)	(89,900)	(89,900)	(93,770)
Other Government Grant	(13,221)	0	0	0
<b>Total Income</b>	<b>(107,680)</b>	<b>(89,900)</b>	<b>(89,900)</b>	<b>(93,770)</b>
<b>Net Expenditure</b>	<b>413,776</b>	<b>357,653</b>	<b>369,890</b>	<b>426,130</b>

## HOUSING BENEFIT - HOMELESSNESS

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Homelessness Benefit Paid</b>	<b>20,410</b>	<b>20,000</b>	<b>53,920</b>	<b>20,000</b>
<b>Subsidy Income</b>	<b>(11,490)</b>	<b>(10,000)</b>	<b>(25,350)</b>	<b>(10,000)</b>
<b>Net Expenditure</b>	<b>8,920</b>	<b>10,000</b>	<b>28,570</b>	<b>10,000</b>

## HOUSING BENEFIT - RENT ALLOWANCES

### Purpose

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

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

### Additional Information

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

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Bad Debt Provision	150,634	310,000	171,220	310,000
Housing Benefit Rent Allowances	26,127,518	30,900,000	27,219,260	30,900,000
<b>Total Expenditure</b>	<b>26,278,152</b>	<b>31,210,000</b>	<b>27,390,480</b>	<b>31,210,000</b>
<b>Subsidy Income &amp; Recoveries</b>	<b>(26,401,446)</b>	<b>(31,420,000)</b>	<b>(27,878,580)</b>	<b>(31,420,000)</b>
<b>Net Income</b>	<b>(123,294)</b>	<b>(210,000)</b>	<b>(488,100)</b>	<b>(210,000)</b>

## HOUSING BENEFIT - RENT ALLOWANCES ADMINISTRATION

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	405,517	328,116	329,580	350,010
Transport Costs	2,161	2,150	1,170	2,150
Supplies and Services	61,282	58,030	62,150	60,050
Support Service Costs	107,680	103,170	103,170	166,820
<b>Total Expenditure</b>	<b>576,640</b>	<b>491,466</b>	<b>496,070</b>	<b>579,030</b>
<b>Subsidy Income</b>	<b>(342,009)</b>	<b>(253,400)</b>	<b>(293,120)</b>	<b>(240,140)</b>
<b>Net Expenditure</b>	<b>234,631</b>	<b>238,066</b>	<b>202,950</b>	<b>338,890</b>

## CUSTOMER SERVICES UNIT

### Purpose

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

### Additional Information

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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<u>Expenditure</u>				
Employee Costs	525,694	558,790	451,570	571,270
Transport Costs	1,557	1,790	1,100	1,790
Supplies & Services	130,148	94,660	95,740	91,970
Support Service Costs	119,040	112,280	112,280	303,090
<b>Total Expenditure</b>	<b>776,439</b>	<b>767,520</b>	<b>660,690</b>	<b>968,120</b>
<b>Recharge Income</b>	<b>(781,840)</b>	<b>(803,120)</b>	<b>(803,120)</b>	<b>(3,080)</b>
<b>Net Expenditure / (Income)</b>	<b>(5,401)</b>	<b>(35,600)</b>	<b>(142,430)</b>	<b>965,040</b>

**CAPITAL PROGRAMME**  
**2018/19 - 2020/21**

## **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 2019/20 was presented to Cabinet on 13th February 2019 and subsequently approved by Council on 25th February.

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

### **Summary Estimates**

The total capital programme for identified schemes over a three year cycle 2018/19 to 2020/21 is expected to spend £35.652M and will draw £1.201M from capital reserves. There are additional unidentified schemes which would increase the total spend to £45.152M and increase the draw from capital reserves to £10.201M.

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

	<b>Forecast Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>	<b>Original Estimate 2020/21 £'000</b>
<b>IDENTIFIED SCHEMES</b>			
<b>CAPITAL EXPENDITURE</b>			
Asset Management Projects	2,542.7	1,958.2	0.0
Community & Leisure	14,480.4	2,325.9	1,300.0
Estates & Economic Development	1,579.0	357.3	0.0
Project Enterprise	7,040.0	60.0	0.0
Housing & Environmental Health	780.0	950.0	0.0
I.T.	58.9	0.0	0.0
Affordable Housing	810.0	1,110.0	300.0
<b>Total Approved Projects</b>	<b>27,291.0</b>	<b>6,761.4</b>	<b>1,600.0</b>
<b>CAPITAL FINANCING</b>			
Capital Grants	750.0	850.0	0.0
General Fund Capital Receipts	5,183.3	50.0	50.0
PWLB Loan	5,900.0	0.0	0.0
Capital Contributions	12,682.7	5,921.5	3,064.4
<b>Total</b>	<b>24,516.0</b>	<b>6,821.5</b>	<b>3,114.4</b>
Required draw from / (contribution to) Balances	2,775.0	(60.1)	(1,514.4)
<b>Total Financing</b>	<b>27,291.0</b>	<b>6,761.4</b>	<b>1,600.0</b>

## GENERAL FUND CAPITAL PROGRAMME AND FINANCING

### SUMMARY ESTIMATES

	<b>Forecast Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>	<b>Original Estimate 2020/21 £'000</b>
<b>UNIDENTIFIED SCHEMES</b>			
<b>CAPITAL EXPENDITURE</b>			
Community & Leisure	0.0	250.0	250.0
Project Enterprise	3,000.0	3,000.0	3,000.0
<b>Total</b>	<b>3,000.0</b>	<b>3,250.0</b>	<b>3,250.0</b>
<b>CAPITAL FINANCING</b>			
Capital Contributions	0.0	250.0	250.0
<b>Total</b>	<b>0.0</b>	<b>250.0</b>	<b>250.0</b>
Required draw from Balances	3,000.0	3,000.0	3,000.0
<b>Total Financing</b>	<b>3,000.0</b>	<b>3,250.0</b>	<b>3,250.0</b>

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

<b>Scheme</b>	<b>Forecast Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>	<b>Original Estimate 2020/21 £'000</b>
Land and Property Projects	1,275.1	1,112.2	
Vehicle and Plant Projects	1,078.2	711.0	
IT Equipment Projects	189.4	135.0	
<b>Total Approved Programme</b>	<b>2,542.7</b>	<b>1,958.2</b>	<b>0.0</b>

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

<b>Scheme</b>	<b>Actual Expenditure to 2017/18 £'000</b>	<b>Forecast Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>	<b>Original Estimate 2020/21 £'000</b>
MUGA Picket Twenty	70.0	259.0		
Ganger Farm - Sports & Recreation			640.0	
East Anton Public Art	20.0	32.0	26.5	
Charlton Lakes Footpath	42.0	2.0		
RSC Skate Park	6.0	1.0	173.0	
Knightwood Skate Park	6.0	153.5		
Andover War Memorial	2.9	4.5	17.6	
Town Mill River Improvements			70.0	
Upgrade War Memorial Park Play area	50.7	9.3		
Leisure Centre Contract	5,213.1	13,242.1	742.0	
Fitness Equipment - Valley Park			20.0	
Footpath Link - Knightwood Leisure Centre		58.2		
Play Areas - Jubilee Park, Nursling		70.0		
Fishlake Meadows	87.6	147.4	119.8	
Public Art - Adanac Park			60.0	
Fitness Trail - Romsey			45.0	
Boundary fencing & hedging - land purchase		58.0		
Picket Twenty - Pavilion/pitch changes			100.0	1,300.0
Picket Twenty - Phase 4 play area			130.0	
SANG - Sherfield English			182.0	
Community Asset Fund - New projects 2018/19		250.0		
Community Asset Fund - O/S projects	194.5	193.4		
<b>Total Approved Projects</b>	<b>5,692.8</b>	<b>14,480.4</b>	<b>2,325.9</b>	<b>1,300.0</b>
Community Asset Fund Projects (not yet identified)			250.0	250.0
<b>Total Community &amp; Leisure Capital Programme</b>	<b>5,692.8</b>	<b>14,480.4</b>	<b>2,575.9</b>	<b>1,550.0</b>

**ESTATES & ECONOMIC DEVELOPMENT SERVICE**  
**CAPITAL PROGRAMME**

<b>Scheme</b>	<b>Actual Expenditure to 2017/18 £'000</b>	<b>Forecast Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>	<b>Original Estimate 2020/21 £'000</b>
Hampshire Community Bank	125.0	250.0		
Town Mill Access & Environmental Enhancement	0.8	10.0	122.3	
Romsey Flood Alleviation Scheme			235.0	
Generator - Business Continuity		40.0		
Footpath link - Smannell to Augusta		164.0		
Land Sherfield English		357.0		
Land Foxcotte		758.0		
<b>Total Approved Programme</b>	<b>125.8</b>	<b>1,579.0</b>	<b>357.3</b>	<b>0.0</b>

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

Scheme	Actual Expenditure to 2017/18 £'000	Forecast Estimate 2018/19 £'000	Original Estimate 2019/20 £'000	Original Estimate 2020/21 £'000
Evolution 50, Walworth Business Park	91.1	60.0		
Walworth Business Park Investment 2	358.6	5,641.4		
Andover Trade Park	6,611.7	126.5		
50 Tintagel Close		206.3		
145 Galahad Close		198.4		
Solar Panels, Ganger Farm Pavilion			60.0	
92 Launcelot Close		194.4		
Investment Property 12		208.0		
Investment Property 13		202.5		
Investment Property 14		202.5		
<b>Total Approved Projects</b>	<b>7,061.4</b>	<b>7,040.0</b>	<b>60.0</b>	<b>0.0</b>
Purchase of investment properties - yet to be identified		3,000.0	3,000.0	3,000.0
<b>Total Project Enterprise Capital Programme</b>	<b>7,061.4</b>	<b>10,040.0</b>	<b>3,060.0</b>	<b>3,000.0</b>

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

<b>Scheme</b>	<b>Forecast Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>	<b>Original Estimate 2020/21 £'000</b>
Renovations and Minor Works Grants	30.0	100.0	
Disabled Facilities Grants	750.0	850.0	
<b>Total Approved Programme</b>	<b>780.0</b>	<b>950.0</b>	<b>0.0</b>

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

<b>Scheme</b>	<b>Forecast Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>	<b>Original Estimate 2020/21 £'000</b>
Sharepoint Server	12.0		
CCTV for Commercial Vehicles	46.9		
<b>Total Approved Programme</b>	<b>58.9</b>	<b>0.0</b>	<b>0.0</b>



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

<b>Scheme</b>	<b>Forecast Estimate 2018/19 £'000</b>	<b>Original Estimate 2019/20 £'000</b>	<b>Original Estimate 2020/21 £'000</b>
<u>Testway Covenant</u>			
Nightingale Lodge	810.0	810.0	
Registered providers		300.0	300.0
<b>Total Housing Capital Programme</b>	<b>810.0</b>	<b>1,110.0</b>	<b>300.0</b>

## PORTFOLIO REVENUE INFORMATION

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

The current Portfolio holders are:

<b>Portfolio</b>	<b>Portfolio Holder</b>
Leader & Corporate Management	Cllr North
Deputy Leader & Planning	Cllr Adams-King
Community & Leisure	Cllr 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

	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
Leader & Corporate Management	1,860,095	1,652,660	1,715,739	561,205
Deputy Leader & Planning	2,015,270	1,659,710	1,829,836	1,439,261
Community & Leisure	7,192,050	2,670,867	2,248,451	2,166,023
Corporate	1,954,967	2,929,352	2,801,008	3,164,413
Economic Development & Tourism	405,118	408,770	471,157	355,842
Environmental	5,451,494	4,938,821	4,868,219	5,029,885
Finance	(4,278,141)	(4,341,811)	(2,981,379)	(3,288,858)
Housing & Environmental Health	1,685,576	2,835,320	2,100,174	3,189,146
<b>Total - All Portfolios</b>	<b>16,286,429</b>	<b>12,753,689</b>	<b>13,053,205</b>	<b>12,616,917</b>

## PORTFOLIO REVENUE INFORMATION

LEADER & CORPORATE PORTFOLIO	Actual 2017/18 £	Original Estimate 2018/19 £	Forecast 2018/19 £	Original Estimate 2019/20 £
<b>Chief Executive's Office</b>				
Chief Executive's Office	13,224	7,900	27,900	0
Human Resources Service	(9,763)	(13,000)	15,960	(40,100)
Human Resources Function	10,213	15,050	13,200	40,100
<b>Total Expenditure</b>	<b>13,674</b>	<b>9,950</b>	<b>57,060</b>	<b>0</b>
<b>Corporate &amp; Democratic Core</b>				
Advising Other Public Bodies	610	600	600	0
Corporate Subscriptions	22,029	19,380	22,130	22,260
Corporate Public Relations, Information & Consultation	137,142	149,310	153,320	12,300
Corporate Management	1,547,214	1,352,660	1,365,629	511,925
Delivering Public Services Electronically	62,410	45,550	43,350	12,000
Representing Local Interests	6,510	6,490	6,490	0
Strategic Partnership	70,506	68,720	67,160	2,720
<b>Total Expenditure</b>	<b>1,846,421</b>	<b>1,642,710</b>	<b>1,658,679</b>	<b>561,205</b>
 <b>Net Revenue Expenditure for LEADER'S PORTFOLIO</b>	 <b>1,860,095</b>	 <b>1,652,660</b>	 <b>1,715,739</b>	 <b>561,205</b>

## PORTFOLIO REVENUE INFORMATION

<b>DEPUTY LEADER &amp; PLANNING PORTFOLIO</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Chief Executives's Office</b>				
Planning Policy	433,546	417,899	408,380	577,068
Local Development Framework	48,302	148,864	138,780	144,151
<b>Total Expenditure</b>	<b>481,848</b>	<b>566,763</b>	<b>547,160</b>	<b>721,219</b>
<b>Corporate &amp; Democratic Core</b>				
Romsey Future	5,748	10,000	10,000	10,000
<b>Total Expenditure</b>	<b>5,748</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Estates, Economic Development &amp; Transport</b>				
Estates Support Unit	23,994	25,911	25,822	26,291
Engineers	298,540	340,424	285,540	194,960
Highways	129,707	128,350	167,530	7,800
Parking	(1,133,477)	(1,204,282)	(1,120,720)	(1,244,355)
Community Transport	46,894	61,000	52,000	61,000
<b>Total Income</b>	<b>(634,342)</b>	<b>(648,597)</b>	<b>(589,828)</b>	<b>(954,304)</b>
<b>Planning &amp; Building</b>				
Development Control & Enforcement	2,084,848	1,657,236	1,806,864	1,691,932
Building Control	77,168	74,308	55,640	(29,586)
<b>Total Expenditure</b>	<b>2,162,016</b>	<b>1,731,544</b>	<b>1,862,504</b>	<b>1,662,346</b>
<b>Net Revenue Expenditure for PLANNING AND BUILDING PORTFOLIO</b>	<b>2,015,270</b>	<b>1,659,710</b>	<b>1,829,836</b>	<b>1,439,261</b>

## PORTFOLIO REVENUE INFORMATION

<b>COMMUNITY &amp; LEISURE PORTFOLIO</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Community &amp; Leisure</b>				
<b>Leisure Management</b>				
Leisure Management	0	1,280	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>1,280</b>	<b>0</b>	<b>0</b>
<b>Parks, Countryside &amp; Sport</b>				
Managed Sports Facilities	4,376,475	(11,368)	(1,434,347)	(737,447)
Outdoor Sports Facilities	280,927	303,089	415,908	432,694
Playgrounds	11,710	169,517	154,646	167,856
Sports Development	22,594	35,160	32,840	18,070
Cemeteries	(51,655)	(63,220)	21,750	(85,370)
Grounds Maintenance	274,727	85,710	112,880	99,950
Nature Reserves	6,671	114,298	145,997	131,393
Urban Parks & Open Spaces	450,588	437,086	616,773	367,291
<b>Total Expenditure</b>	<b>5,372,037</b>	<b>1,070,272</b>	<b>66,447</b>	<b>394,437</b>
<b>Community Development</b>				
Community Engagement	1,327,995	1,134,966	1,636,384	1,182,374
<b>Total Expenditure</b>	<b>1,327,995</b>	<b>1,134,966</b>	<b>1,636,384</b>	<b>1,182,374</b>
<b>Arts &amp; Culture</b>				
Andover Events Programme	15,924	11,390	12,060	11,170
Arts Function	9,349	45,924	28,320	26,326
The Lights	466,745	407,035	505,240	551,716
<b>Total Expenditure</b>	<b>492,018</b>	<b>464,349</b>	<b>545,620</b>	<b>589,212</b>
<b>Net Revenue Expenditure for COMMUNITY &amp; LEISURE PORTFOLIO</b>	<b>7,192,050</b>	<b>2,670,867</b>	<b>2,248,451</b>	<b>2,166,023</b>

## PORTFOLIO REVENUE INFORMATION

CORPORATE PORTFOLIO	Actual 2017/18 £	Original Estimate 2018/19 £	Forecast 2018/19 £	Original Estimate 2019/20 £
<b>Corporate &amp; Democratic Core</b>				
Emergency Planning	33,147	33,850	33,880	33,640
Councillors	798,927	782,860	791,720	458,780
Councillor Meetings	433,047	426,620	462,480	403,400
Officer/Member Working Groups	2,160	2,150	2,150	0
Monitoring Officer	68,610	68,230	68,230	17,120
Mayoral Office	95,658	104,690	97,200	38,240
Civic Ceremonies	6,092	6,550	10,430	6,500
Allocated Central Overheads	12,553	7,575	8,086	19,256
Non-Distributable Costs	21,110	1,185,430	1,158,380	1,222,440
<b>Total Expenditure</b>	<b>1,471,304</b>	<b>2,617,955</b>	<b>2,632,556</b>	<b>2,199,376</b>
<b>Information Technology</b>				
Management Team	(733,052)	(772,018)	(783,627)	(967,237)
Service Desk	2,160	2,643	(9,840)	66,700
Infrastructure	558,322	564,210	527,419	568,214
Corporate Services	201,928	205,362	295,270	332,320
<b>Total Expenditure / (Income)</b>	<b>29,358</b>	<b>197</b>	<b>29,222</b>	<b>(3)</b>
<b>Legal &amp; Democratic</b>				
Legal Service	73,331	2,290	(63,560)	(277,940)
Land Charges	(57,268)	(72,510)	(80,170)	(90,780)
Council Elections	302,536	264,430	262,660	326,400
Registration of Electors	146,048	164,190	169,360	80,770
Lotteries, Amusements & Gaming Permits	27,222	27,820	28,230	(7,220)
Alcohol & Entertainment Licensing	(45,573)	(47,900)	(44,570)	(33,740)
Scrap Metal Dealers	2,581	2,120	2,030	(120)
Hackney Carriages & Private Hire Vehicles	10,830	6,360	7,680	2,630
<b>Total Expenditure</b>	<b>459,707</b>	<b>346,800</b>	<b>281,660</b>	<b>0</b>
<b>Revenues Service</b>				
Customer Services Unit	(5,402)	(35,600)	(142,430)	965,040
<b>Total Expenditure / (Income)</b>	<b>(5,402)</b>	<b>(35,600)</b>	<b>(142,430)</b>	<b>965,040</b>
<b>Net Revenue Expenditure for CORPORATE PORTFOLIO</b>	<b>1,954,967</b>	<b>2,929,352</b>	<b>2,801,008</b>	<b>3,164,413</b>

## PORTFOLIO REVENUE INFORMATION

<b>ECONOMIC DEVELOPMENT &amp; TOURISM PORTFOLIO</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Community &amp; Leisure</b>				
Heritage	49,461	55,000	51,560	59,040
<b>Total Expenditure</b>	<b>49,461</b>	<b>55,000</b>	<b>51,560</b>	<b>59,040</b>
<b>Estates, Economic Development &amp; Transport</b>				
Estates Support Unit	129,054	133,480	134,637	133,442
Andover Market	(17,771)	(19,260)	(19,290)	(29,690)
Economic Development & Promotion	103,659	101,640	129,150	76,170
Promotion of Tourism	114,463	102,280	137,890	97,950
Town Centre Management	26,252	35,630	37,210	18,930
<b>Total Expenditure</b>	<b>355,657</b>	<b>353,770</b>	<b>419,597</b>	<b>296,802</b>
<b>Net Revenue Expenditure for ECONOMIC DEVELOPMENT &amp; TOURISM PORTFOLIO</b>	<b>405,118</b>	<b>408,770</b>	<b>471,157</b>	<b>355,842</b>



## PORTFOLIO REVENUE INFORMATION

ENVIRONMENTAL PORTFOLIO	Actual 2017/18 £	Original Estimate 2018/19 £	Forecast 2018/19 £	Original Estimate 2019/20 £
<b>Environmental Service</b>				
Grounds Maintenance	1,441,006	1,280,527	1,253,644	1,386,411
Waste Collection	2,509,783	2,279,514	2,312,937	2,323,969
Garden Waste Collection	(8,926)	(3,271)	(36,787)	(103,768)
Street Cleansing	1,315,663	1,256,042	1,204,946	1,243,356
Vehicle Workshop (inc Fuel)	173,067	78,631	110,511	144,662
Operational Overheads	20,901	35,378	22,218	24,255
<b>Total Expenditure</b>	<b>5,451,494</b>	<b>4,926,821</b>	<b>4,867,469</b>	<b>5,018,885</b>
<b>Chief Executive's Office</b>				
Sustainability	0	12,000	750	11,000
<b>Total Expenditure</b>	<b>0</b>	<b>12,000</b>	<b>750</b>	<b>11,000</b>
<b>Net Revenue Expenditure for ENVIRONMENTAL PORTFOLIO</b>	<b>5,451,494</b>	<b>4,938,821</b>	<b>4,868,219</b>	<b>5,029,885</b>

## PORTFOLIO REVENUE INFORMATION

FINANCE PORTFOLIO	Actual 2017/18 £	Original Estimate 2018/19 £	Forecast 2018/19 £	Original Estimate 2019/20 £
<b>Estates, Economic Development &amp; Transport</b>				
Estates Support Unit	543,790	504,199	615,741	1,774,497
Business Park Development	(5,369,295)	(5,578,530)	(5,671,630)	(5,903,320)
Investment Properties	(882,250)	(952,120)	(944,330)	(1,138,870)
Corporate Properties	(335,125)	(281,000)	(309,690)	(570,060)
Union Street	(83,943)	(89,800)	(81,420)	(76,630)
Chantry Centre	(478,470)	(355,650)	(321,500)	(371,400)
Andover Bus Station	(13,375)	14,280	43,820	15,910
Andover Magistrates Court	61,724	45,330	81,330	73,670
Public Halls	360,033	375,800	465,680	288,445
Public Conveniences	226,169	211,230	212,990	154,940
Office Accomodation	(17,024)	(43,170)	1,541,740	692,700
Building Maintenance	273,837	579,560	403,080	528,720
Building Cleaning	75,589	54,230	53,900	2,710
Depot Costs	2	140	160	(6,500)
Leisure Facilities	38,100	47,000	54,290	45,110
<b>Total Income</b>	<b>(5,600,238)</b>	<b>(5,468,501)</b>	<b>(3,855,839)</b>	<b>(4,490,078)</b>
<b>Finance</b>				
Finance Service	233	470	26,720	0
<b>Total Expenditure</b>	<b>233</b>	<b>470</b>	<b>26,720</b>	<b>0</b>
<b>Revenues Service</b>				
Council Tax Support Administration	417,341	357,653	394,890	426,130
Housing Benefit	93,457	38,066	(281,580)	138,890
Local Taxation Services	811,066	730,501	734,430	636,200
<b>Total Expenditure</b>	<b>1,321,864</b>	<b>1,126,220</b>	<b>847,740</b>	<b>1,201,220</b>
<b>Net Revenue Income for FINANCE PORTFOLIO</b>	<b>(4,278,141)</b>	<b>(4,341,811)</b>	<b>(2,981,379)</b>	<b>(3,288,858)</b>

## PORTFOLIO REVENUE INFORMATION

<b>HOUSING &amp; ENVIRONMENTAL HEALTH PORTFOLIO</b>	<b>Actual 2017/18 £</b>	<b>Original Estimate 2018/19 £</b>	<b>Forecast 2018/19 £</b>	<b>Original Estimate 2019/20 £</b>
<b>Housing &amp; Environmental Health</b>				
General Management	0	0	0	0
Housing Options	616,145	764,320	646,929	709,398
Hampshire Home Choice	13,785	5,380	4,840	1,654
Housing Development	292,785	1,188,670	836,580	1,129,754
Business Support	(1)	0	0	0
Pest Control	118,510	89,680	110,236	71,176
Environmental Protection	331,834	275,650	253,180	340,100
Housing Standards	(129,964)	53,310	(134,155)	328,861
Animal Welfare	108,378	114,020	106,654	112,476
Health Protection	334,104	344,290	275,910	495,727
<b>Total Expenditure</b>	<b>1,685,576</b>	<b>2,835,320</b>	<b>2,100,174</b>	<b>3,189,146</b>
<b>Net Revenue Expenditure for HOUSING &amp; ENVIRONMENTAL HEALTH PORTFOLIO</b>	<b>1,685,576</b>	<b>2,835,320</b>	<b>2,100,174</b>	<b>3,189,146</b>

## COUNCIL TAX RESOLUTION 2019/20

The Test Valley Borough Council as Billing Authority for the Test Valley Borough Council area, on the 25th day of February 2019

Resolved:

- 1 That, having approved the revised revenue forecast for the year 2018/19 and the revenue estimates for the year 2019/20, together with the revised capital programme for the year 2018/19 and the capital programme for the year 2019/20.
- 2 That for the purposes of Section 35 (2) (d) of the Local Government Finance Act 1992 as amended (the Act), the sum of **£346,804**, 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 **£346,804** 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 2019/20 for the whole Borough area as 48,966 (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	636
Ampfield	884
Amport	556
Andover Town	15,945
Appleshaw	273
Ashley	36
Awbridge	358
Barton Stacey	393
Bossington	22
Braishfield	343
Broughton	552
Bullington	60
Charlton	805
Chilbolton	535
Chilworth	669
East Dean	95
East Tytherley	91
Enham Alamein	268
Facombe	46
Fyfield	135
Goodworth Clatford	402
Grateley	253
Houghton	217
Hurstbourne Tarrant	382
Kimpton	172
King's Somborne	705
Leckford	58
Linkenholt	26
Little Somborne	41
Lockerley	363

Parish of	Tax Base
Longparish	343
Longstock	217
Melchet Park & Plaitford	130
Michelmersh & Timsbury	444
Monxton	132
Mottisfont	145
Nether Wallop	396
North Baddesley	2,511
Nursling & Rownhams	2,229
Over Wallop	765
Penton Grafton	351
Penton Mewsey	176
Quarley	78
Romsey Extra	2,101
Romsey Town	5,711
Sherfield English	333
Shipton Bellinger	502
Smannell	150
Stockbridge	334
Tangley	296
Thrupton	293
Upper Clatford	653
Valley Park	3,016
Vernham Dean	284
Wellow	1,500
West Tytherley, Frenchmoor & Buckholt	304
Wherwell	251
	<b>48,966</b>

- 4 That the following amounts be now calculated by the Council for the year 2019/20 in accordance with Sections 32 to 34 and 36 of the Act and subsequent regulations: -
- 4(a) **£106,683,142** 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) **£97,814,420** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3) of the Act.
- 4(c) **£8,868,722** 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) **£181.12** being the amount at 4(c) above (Item R), divided by 3 above (Item T), calculated by the Council in accordance with Section 33 of the Act, as the basic amount of its Council Tax for the year (including Parish/Town precepts).
- 4(e) **£1,944,472** 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

<b>Parish of</b>	<b>£</b>
Abbotts Ann	181.41
Ampfield	184.43
Ampport	162.09
Andover Town	183.19
Appleshaw	189.03
Awbridge	166.07
Barton Stacey	191.91
Braishfield	195.35
Broughton	188.89
Bullington	189.74
Charlton	166.25
Chilbolton	166.64
Chilworth	188.27
East Dean	177.38
East Tytherley	181.10
Enham Alamein	168.28
Fyfield	196.97
Goodworth Clatford	200.55
Grateley	174.61
Houghton	189.80
Hurstbourne Tarrant	181.46
Kimpton	196.64
King's Somborne	196.11
Lockerley	186.18
Longparish	193.65
Longstock	178.28
Melchet Park & Plaitford	166.03
Michelmersh & Timsbury	176.32
Monxton	192.93
Mottisfont	186.30
Nether Wallop	192.42
North Baddesley	197.41
Nursling & Rownhams	168.78
Over Wallop	183.24
Penton Grafton	169.33
Penton Mewsey	203.91
Quarley	181.15
Romsey Extra	164.19
Romsey Town	190.77
Sherfield English	171.44
Shipton Bellinger	202.37
Smannell	159.73
Stockbridge	201.29
Tangley	170.13
Thrupton	193.46

Parish of	£
Upper Clatford	164.84
Valley Park	153.76
Vernham Dean	176.62
Wellow	186.49
West Tytherley, Frenchmoor & Buckholt	185.82
Wherwell	177.27
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	120.94	141.10	161.26	181.41	221.72	262.04	302.35	362.82
Ampfield	122.95	143.45	163.94	184.43	225.41	266.40	307.38	368.86
Amport	108.06	126.07	144.08	162.09	198.11	234.13	270.15	324.18
Andover Town	122.12	142.49	162.83	183.19	223.89	264.61	305.31	366.38
Appleshaw	126.02	147.03	168.03	189.03	231.03	273.04	315.05	378.06
Awbridge	110.71	129.17	147.62	166.07	202.97	239.88	276.78	332.14
Barton Stacey	127.94	149.27	170.59	191.91	234.55	277.20	319.85	383.82
Braishfield	130.23	151.94	173.65	195.35	238.76	282.17	325.58	390.70
Broughton	125.92	146.92	167.90	188.89	230.86	272.84	314.81	377.78
Bullington	126.49	147.58	168.66	189.74	231.90	274.07	316.23	379.48
Charlton	110.83	129.31	147.78	166.25	203.19	240.14	277.08	332.50
Chilbolton	111.09	129.61	148.13	166.64	203.67	240.70	277.73	333.28
Chilworth	125.51	146.44	167.35	188.27	230.10	271.95	313.78	376.54
East Dean	118.25	137.97	157.67	177.38	216.79	256.22	295.63	354.76
East Tytherley	120.73	140.86	160.98	181.10	221.34	261.59	301.83	362.20
Enham Alamein	112.18	130.89	149.58	168.28	205.67	243.07	280.46	336.56
Fyfield	131.31	153.20	175.09	196.97	240.74	284.51	328.28	393.94
Goodworth Clatford	133.70	155.99	178.27	200.55	245.11	289.68	334.25	401.10
Grateley	116.40	135.81	155.21	174.61	213.41	252.22	291.01	349.22
Houghton	126.53	147.63	168.71	189.80	231.97	274.16	316.33	379.60
Hurstbourne Tarrant	120.97	141.14	161.30	181.46	221.78	262.11	302.43	362.92
Kimpton	131.09	152.95	174.79	196.64	240.33	284.04	327.73	393.28
King's Somborne	130.74	152.53	174.32	196.11	239.69	283.27	326.85	392.22
Lockerley	124.12	144.81	165.50	186.18	227.55	268.93	310.30	372.36
Longparish	129.10	150.62	172.14	193.65	236.68	279.72	322.75	387.30
Longstock	118.85	138.67	158.47	178.28	217.89	257.52	297.13	356.56
Melchet Park & Plaitford	110.68	129.14	147.58	166.03	202.92	239.82	276.71	332.06
Michelmersh & Timsbury	117.54	137.14	156.73	176.32	215.50	254.69	293.86	352.64
Monxton	128.62	150.06	171.50	192.93	235.80	278.68	321.55	385.86
Mottisfont	124.20	144.90	165.60	186.30	227.70	269.10	310.50	372.60
Nether Wallop	128.28	149.66	171.04	192.42	235.18	277.94	320.70	384.84
North Baddesley	131.60	153.55	175.48	197.41	241.27	285.15	329.01	394.82
Nursling & Rownhams	112.52	131.28	150.03	168.78	206.28	243.79	281.30	337.56
Over Wallop	122.16	142.52	162.88	183.24	223.96	264.68	305.40	366.48

	A	B	C	D	E	F	G	H
Parish of	£	£	£	£	£	£	£	£
Penton Grafton	112.88	131.71	150.52	169.33	206.95	244.59	282.21	338.66
Penton Mewsey	135.94	158.60	181.26	203.91	249.22	294.54	339.85	407.82
Quarley	120.76	140.90	161.02	181.15	221.40	261.66	301.91	362.30
Romsey Extra	109.46	127.71	145.95	164.19	200.67	237.16	273.65	328.38
Romsey Town	127.18	148.38	169.58	190.77	233.16	275.56	317.95	381.54
Sherfield English	114.29	133.35	152.39	171.44	209.53	247.64	285.73	342.88
Shipton Bellinger	134.91	157.40	179.89	202.37	247.34	292.31	337.28	404.74
Smannell	106.48	124.24	141.98	159.73	195.22	230.72	266.21	319.46
Stockbridge	134.19	156.56	178.93	201.29	246.02	290.75	335.48	402.58
Tangley	113.42	132.33	151.23	170.13	207.93	245.74	283.55	340.26
Thrupton	128.97	150.47	171.97	193.46	236.45	279.44	322.43	386.92
Upper Clatford	109.89	128.21	146.53	164.84	201.47	238.10	274.73	329.68
Valley Park	102.50	119.60	136.68	153.76	187.92	222.10	256.26	307.52
Vernham Dean	117.74	137.38	157.00	176.62	215.86	255.12	294.36	353.24
Wellow	124.32	145.05	165.77	186.49	227.93	269.38	310.81	372.98
W Tytherley, Frenchmoor & Buckholt	123.88	144.53	165.18	185.82	227.11	268.41	309.70	371.64
Wherwell	118.18	137.88	157.58	177.27	216.66	256.06	295.45	354.54
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 2019/20 is not excessive.
- 6 That the following details in respect of precept authorities be noted:
  - 6(a) For the year 2019/20, 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
£	£	£	£	£	£	£	£
824.58	962.01	1099.44	1,236.87	1,511.73	1,786.59	2,061.45	2,473.74

- 6(b) For the year 2019/20, 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
£	£	£	£	£	£	£	£
134.31	156.69	179.08	201.46	246.23	291.00	335.77	402.92

- 6(c) For the year 2019/20, 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
£	£	£	£	£	£	£	£
45.14	52.66	60.19	67.71	82.76	97.80	112.85	135.42

- 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 2019/20 for each of the categories of dwellings shown below:

### Valuation Bands

Parish of	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Abbotts Ann	1,124.97	1,312.46	1,499.97	1,687.45	2,062.44	2,437.43	2,812.42	3,374.90
Ampfield	1,126.98	1,314.81	1,502.65	1,690.47	2,066.13	2,441.79	2,817.45	3,380.94
Amport	1,112.09	1,297.43	1,482.79	1,668.13	2,038.83	2,409.52	2,780.22	3,336.26
Andover Town	1,126.15	1,313.85	1,501.54	1,689.23	2,064.61	2,440.00	2,815.38	3,378.46
Appleshaw	1,130.05	1,318.39	1,506.74	1,695.07	2,071.75	2,448.43	2,825.12	3,390.14
Awbridge	1,114.74	1,300.53	1,486.33	1,672.11	2,043.69	2,415.27	2,786.85	3,344.22
Barton Stacey	1,131.97	1,320.63	1,509.30	1,697.95	2,075.27	2,452.59	2,829.92	3,395.90
Braishfield	1,134.26	1,323.30	1,512.36	1,701.39	2,079.48	2,457.56	2,835.65	3,402.78
Broughton	1,129.95	1,318.28	1,506.61	1,694.93	2,071.58	2,448.23	2,824.88	3,389.86
Bullington	1,130.52	1,318.94	1,507.37	1,695.78	2,072.62	2,449.46	2,826.30	3,391.56
Charlton	1,114.86	1,300.67	1,486.49	1,672.29	2,043.91	2,415.53	2,787.15	3,344.58
Chilbolton	1,115.12	1,300.97	1,486.84	1,672.68	2,044.39	2,416.09	2,787.80	3,345.36
Chilworth	1,129.54	1,317.80	1,506.06	1,694.31	2,070.82	2,447.34	2,823.85	3,388.62
East Dean	1,122.28	1,309.33	1,496.38	1,683.42	2,057.51	2,431.61	2,805.70	3,366.84
East Tytherley	1,124.76	1,312.22	1,499.69	1,687.14	2,062.06	2,436.98	2,811.90	3,374.28
Enham Alamein	1,116.21	1,302.25	1,488.29	1,674.32	2,046.39	2,418.46	2,790.53	3,348.64
Fyfield	1,135.34	1,324.56	1,513.80	1,703.01	2,081.46	2,459.90	2,838.35	3,406.02
Goodworth Clatford	1,137.73	1,327.35	1,516.98	1,706.59	2,085.83	2,465.07	2,844.32	3,413.18
Grateley	1,120.43	1,307.17	1,493.92	1,680.65	2,054.13	2,427.61	2,801.08	3,361.30
Houghton	1,130.56	1,318.99	1,507.42	1,695.84	2,072.69	2,449.55	2,826.40	3,391.68
Hurstbourne Tarrant	1,125.00	1,312.50	1,500.01	1,687.50	2,062.50	2,437.50	2,812.50	3,375.00
Kimpton	1,135.12	1,324.31	1,513.50	1,702.68	2,081.05	2,459.43	2,837.80	3,405.36
King's Somborne	1,134.77	1,323.89	1,513.03	1,702.15	2,080.41	2,458.66	2,836.92	3,404.30
Lockerley	1,128.15	1,316.17	1,504.21	1,692.22	2,068.27	2,444.32	2,820.37	3,384.44
Longparish	1,133.13	1,321.98	1,510.85	1,699.69	2,077.40	2,455.11	2,832.82	3,399.38
Longstock	1,122.88	1,310.03	1,497.18	1,684.32	2,058.61	2,432.91	2,807.20	3,368.64
Melchet Park & Plaitford	1,114.71	1,300.50	1,486.29	1,672.07	2,043.64	2,415.21	2,786.78	3,344.14

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
<b>Parish of</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Michelmersh & Timsbury	1,121.57	1,308.50	1,495.44	1,682.36	2,056.22	2,430.08	2,803.93	3,364.72
Monxton	1,132.65	1,321.42	1,510.21	1,698.97	2,076.52	2,454.07	2,831.62	3,397.94
Mottisfont	1,128.23	1,316.26	1,504.31	1,692.34	2,068.42	2,444.49	2,820.57	3,384.68
Nether Wallop	1,132.31	1,321.02	1,509.75	1,698.46	2,075.90	2,453.33	2,830.77	3,396.92
North Baddesley	1,135.63	1,324.91	1,514.19	1,703.45	2,081.99	2,460.54	2,839.08	3,406.90
Nursling & Rownhams	1,116.55	1,302.64	1,488.74	1,674.82	2,047.00	2,419.18	2,791.37	3,349.64
Over Wallop	1,126.19	1,313.88	1,501.59	1,689.28	2,064.68	2,440.07	2,815.47	3,378.56
Penton Grafton	1,116.91	1,303.07	1,489.23	1,675.37	2,047.67	2,419.98	2,792.28	3,350.74
Penton Mewsey	1,139.97	1,329.96	1,519.97	1,709.95	2,089.94	2,469.93	2,849.92	3,419.90
Quarley	1,124.79	1,312.26	1,499.73	1,687.19	2,062.12	2,437.05	2,811.98	3,374.38
Romsey Extra	1,113.49	1,299.07	1,484.66	1,670.23	2,041.39	2,412.55	2,783.72	3,340.46
Romsey Town	1,131.21	1,319.74	1,508.29	1,696.81	2,073.88	2,450.95	2,828.02	3,393.62
Sherfield English	1,118.32	1,304.71	1,491.10	1,677.48	2,050.25	2,423.03	2,795.80	3,354.96
Shipton Bellinger	1,138.94	1,328.76	1,518.60	1,708.41	2,088.06	2,467.70	2,847.35	3,416.82
Smannell	1,110.51	1,295.60	1,480.69	1,665.77	2,035.94	2,406.11	2,776.28	3,331.54
Stockbridge	1,138.22	1,327.92	1,517.64	1,707.33	2,086.74	2,466.14	2,845.55	3,414.66
Tangley	1,117.45	1,303.69	1,489.94	1,676.17	2,048.65	2,421.13	2,793.62	3,352.34
Thrupton	1,133.00	1,321.83	1,510.68	1,699.50	2,077.17	2,454.83	2,832.50	3,399.00
Upper Clatford	1,113.92	1,299.57	1,485.24	1,670.88	2,042.19	2,413.49	2,784.80	3,341.76
Valley Park	1,106.53	1,290.96	1,475.39	1,659.80	2,028.64	2,397.49	2,766.33	3,319.60
Vernham Dean	1,121.77	1,308.74	1,495.71	1,682.66	2,056.58	2,430.51	2,804.43	3,365.32
Wellow	1,128.35	1,316.41	1,504.48	1,692.53	2,068.65	2,444.77	2,820.88	3,385.06
W Tytherley, Frenchmoor & Buckholt	1,127.91	1,315.89	1,503.89	1,691.86	2,067.83	2,443.80	2,819.77	3,383.72
Wherwell	1,122.21	1,309.24	1,496.29	1,683.31	2,057.38	2,431.45	2,805.52	3,366.62
All other parts of the Council's area	1,098.30	1,281.35	1,464.41	1,647.45	2,013.55	2,379.65	2,745.75	3,294.90

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

**01264 368000**

**[www.testvalley.gov.uk](http://www.testvalley.gov.uk)**