

BUDGET BOOK
2012/13

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FOREWORD BY THE HEAD OF FINANCE

Introduction

This Budget Book has been produced to provide information to Councillors and Officers on the Council's finances for 2012/13 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 – 2012/13

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 2012/13, the 2011/12 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 spend and looked for savings options.

The savings options identified were set out in a report to the Cabinet on 5th October that was available for all interested parties to consider. The forecast budget gap at this time was £500,000. The Overview and Scrutiny Committee's Budget Panel reviewed the papers on 19th October and reported their comments and recommendations to the Cabinet.

Between October and December 2011 further savings were identified. A budget update was reported to the Cabinet in January 2012; at the time the forecast budget gap was £209,000.

In the autumn of 2011 the Communities and Local Government Secretary announced plans for a further Council Tax freeze grant in 2012/13. This is similar to the grant given to the Council in 2011/12, except this time the grant will be for one year only. The Council has chosen to accept this grant and therefore the Council Tax in 2012/13 remains frozen at the same level as 2010/11 and 2011/12.

Based on the above information, the detailed budget proposals were presented to Cabinet on 15th February 2012 and subsequently resolved by Council on 24th February 2012. A diagram setting out the full Budget Cycle is set out on page 5.

Estimates 2012/13

The result of the budget exercise was to produce a Council Tax Requirement of £7.027M 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 2012/13 has been frozen at £24.03 for a band D property. This will provide a contribution to the General Fund of £319,887 in 2012/13.

In setting the budget, £200,000 has been drawn from a revenue reserve earmarked to offset the impact of the cuts in central government grants. This has enabled the Council Tax level to be frozen at £121.41 for a band D property in 2012/13.

Capital Programme

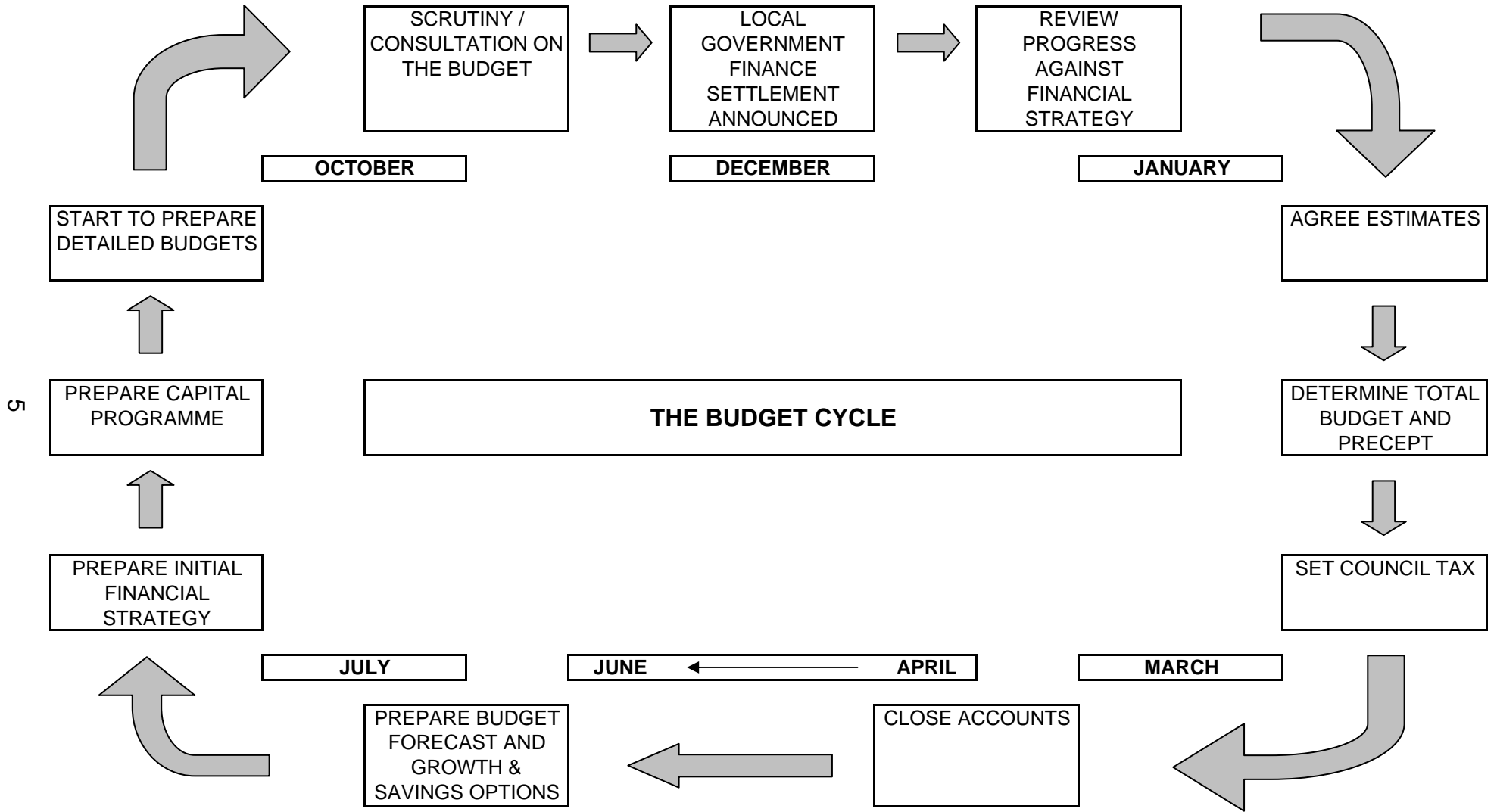
The Council's capital spending proposals are set out on pages 184 to 194 and include new schemes which are designed to take forward the Council's main priorities. Due to the reductions in property values over recent years it has not been appropriate to sell under-utilised assets leaving the capital programme with a temporary deficit of around £4.2M. It is expected that this deficit will be cleared in the medium term.

Summary

The budget preparation for 2012/13 was particularly influenced by the need to address a gap in revenue resources resulting from cuts in government grants. Setting a balanced budget for 2012/13 is a huge achievement. Maintaining a balanced budget over the coming years will be a significant challenge. Over the medium term the current forecast budget deficits are £1.140M in 2013/14 and a further £721,700 in 2014/15. Work has already begun on closing these forecast shortfalls.

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

William Fullbrook, CPFA
Head of Finance, March 2012



**GENERAL FUND
REVENUE INFORMATION
2012/13**

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 Account and the Balance Sheet.

	Actual 2010/11 £'000	Original Estimate 2011/12 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000
Service Requirements				
Chief Executive's	(34)	(20)	26	(18)
Community & Leisure	4,060	3,958	3,904	3,718
Environmental Service	4,829	4,918	4,784	4,676
Estates & Economic Development	(4,089)	(4,143)	(3,792)	(3,971)
Finance	(109)	(50)	28	(46)
Housing & Environmental Health	5,048	4,473	3,904	2,660
I.T.	(31)	120	(93)	(41)
Legal & Democratic	374	549	477	373
Planning & Building	1,539	1,444	1,713	1,444
Planning Policy & Transport	762	272	(50)	74
Revenues	1,204	1,277	1,191	1,032
Net Cost of Services	13,553	12,798	12,092	9,901
Other Requirements				
Benefits	(120)	(100)	(150)	(150)
Corporate & Democratic Core	3,540	3,484	3,926	3,973
	16,973	16,182	15,868	13,724
Corporate Requirements				
Contingency Provision	0	407	154	354
Depreciation & Capital Costs	(4,707)	(4,277)	(3,861)	(2,638)
Investment Income & Borrowing Costs	(671)	(489)	(742)	(743)
New Homes' Bonus	0	0	(410)	(869)
Council Tax Freeze Grant re 2011/12	0	(147)	(148)	0
Council Tax Freeze Grant re 2012/13	0	0	0	(148)
Net General Fund Expenditure	11,595	11,676	10,861	9,680
Transfer to / (from) Earmarked Reserves	538	(258)	(185)	308
Transfer to Asset Management reserves	0	0	231	381
Transfer to Capital Reserves	977	188	699	694
Transfer from balances	(144)	0	0	0
GENERAL FUND REQUIREMENTS	12,966	11,606	11,606	11,063

GENERAL FUND SUMMARY (Cont)

	Actual 2010/11 £'000	Original Estimate 2011/12 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000
GENERAL FUND REQUIREMENTS	12,966	11,606	11,606	11,063
Government External Support	7,110	5,681	5,681	5,041
Parish Precepts on Collection Fund	(1,064)	(1,070)	(1,070)	(1,085)
Share of Collection Fund Surplus	0	39	39	80
COUNCIL TAX REQUIREMENT	6,920	6,956	6,956	7,027
Financed by				
General Expenses	5,524	5,569	5,569	5,622
Parish Precepts	1,064	1,070	1,070	1,085
Special Expenses	332	317	317	320
SUMMARY OF COUNCIL TAX REQUIREMENT	6,920	6,956	6,956	7,027

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 £58M throughout the year.

New Homes' Bonus

The Council will receive a grant from the Department for Communities and Local Government equivalent to approximately 80% of the Council Tax bill for each new residential property built for a six year period starting in 2011/12. The amount received will be transferred to an earmarked reserve and spent on one-off items as per the Budget Strategy.

Council Tax Freeze Grant

2012/13 is the second year that the government has offered Councils an incentive for freezing their level of Council Tax. The amount awarded in respect of 2011/12 is now included in the Government External Support line on page 10 and will continue for four years. The grant in respect of 2012/13 is for one year only.

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.

In 2012/13 a draw of £200,000 from a reserve set aside to ease the budget pressure during the current budget cuts will be taken.

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 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 first savings are harvested and re-instated to capital resources.

Transfer from 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 2012/13.

Government External Support

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

Precepts on Collection Fund

The Borough Council manages the collection of Council Tax on behalf of all preceptors (Hampshire County Council, Hampshire Police, Hampshire Fire and Rescue Service and Parish Councils). The collection of these sums and the distribution to all these authorities is by way of the Collection Fund. Each of these authorities precept ("demand collection on its behalf") on the Collection Fund each year for the Council Tax income it requires.

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.

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. The total precept for Test Valley Borough Council in 2012/13 is expected to generate £5.622M.

GENERAL FUND SUBJECTIVE SUMMARY

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

	Actual 2010/11 £'000	Original Estimate 2011/12 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000
<u>Expenditure</u>				
Employee Costs	15,911	16,027	16,240	15,928
Premises Costs	2,524	2,415	2,907	2,926
Transport Costs	1,649	2,020	2,085	2,109
Supplies and Services	7,247	6,653	7,544	6,457
Contract Costs	904	826	895	919
Transfer Payments	32,356	33,883	32,805	35,553
Support Service Costs	9,866	9,766	9,124	9,223
Capital Financing	5,138	4,277	3,861	2,638
Total Expenditure	75,595	75,867	75,461	75,753
<u>Income</u>				
Fees, Charges & Government Grants	(48,655)	(49,819)	(50,214)	(52,552)
Recharge Income	(9,967)	(9,866)	(9,379)	(9,477)
Total Income	(58,622)	(59,685)	(59,593)	(62,029)
Net Cost of Services	16,973	16,182	15,868	13,724
Depreciation reversal and capital charges	(4,707)	(4,277)	(3,861)	(2,638)
Investment Income & Borrowing Costs	(671)	(489)	(742)	(743)
New Homes' Bonus	0	0	(410)	(869)
Government Support for Council Tax Freeze	0	(147)	(148)	(148)
Net Total	11,595	11,269	10,707	9,326
Provisions	0	407	154	354
Transfers to / (from) reserves	1,371	(70)	745	1383
General Fund Requirements	12,966	11,606	11,606	11,063

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 employee allowances and post-entry training expenses.

Premises Costs

Includes 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 and Services

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

Contract Costs

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

Transfer Payments

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

Service Support Costs

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

Capital Financing

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

Fees and Charges

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

Recharge Income

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

**CHIEF EXECUTIVE'S OFFICE
ESTIMATES
2012/13**

CHIEF EXECUTIVE'S OFFICE

Aim:

Our aim is to provide corporate direction, coordination, advice and support to ensure the effective management and development of the Council and its services.

Summary:

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

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

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

Summary Estimates - by Activity

The net income of all three functions in 2012/13 is expected to be £17,720. The total costs of the functions are recharged across all Services on an appropriate basis.

Principal Activities	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Chief Executive's Office	(23,424)	(40,980)	(30,750)	(34,510)
Human Resources Service	12,382	21,220	28,510	23,790
Human Resources Function	(22,821)	0	28,870	(7,000)
Net Expenditure / (Income)	(33,863)	(19,760)	26,630	(17,720)

SUBJECTIVE SUMMARY

The net expenditure between the revised 2011/12 and original 2012/13 estimates has decreased by £44,350. The main reason for this is the savings brought by the shared HR service with Hampshire County Council.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	905,345	884,860	885,830	787,820
Transport Costs	25,465	21,010	23,420	26,400
Supplies & Services	139,922	88,040	104,430	68,190
Contract Costs	40,243	72,970	68,000	92,270
Support Service Costs	176,980	181,690	138,550	138,780
Total Expenditure	1,287,955	1,248,570	1,220,230	1,113,460
Recharge Income	(1,321,818)	(1,268,330)	(1,193,600)	(1,131,180)
Net Expenditure / (Income)	(33,863)	(19,760)	26,630	(17,720)

CHIEF EXECUTIVE'S OFFICE

Purpose

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

Additional Information

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

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	655,964	651,330	646,320	632,730
Transport Costs	22,865	20,010	20,420	22,700
Supplies & Services	107,605	34,140	21,370	31,940
Support Service Costs	128,900	134,340	103,130	102,470
Total Expenditure	915,334	839,820	791,240	789,840
Recharge Income	(938,758)	(880,800)	(821,990)	(824,350)
Net Income	(23,424)	(40,980)	(30,750)	(34,510)

HUMAN RESOURCES SERVICE

Purpose

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

Additional Information

The Human Resources Service budget records the cost of providing the staffing and administration necessary to provide a suitable level of support to all other services across the Council. There has been a phased movement towards a shared service with Hampshire County Council which started in December 2010. The shared service provides the payroll for 535 staff and 48 Councillors and the recruitment service is provided through Hampshire County Council's HR Resourcing Centre.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	249,381	227,130	234,820	148,690
Transport Costs	2,600	1,000	2,600	3,700
Supplies & Services	14,238	22,200	18,380	11,550
Contract Costs	40,243	72,970	68,000	92,270
Support Service Costs	48,080	47,350	35,420	36,310
Total Expenditure	354,542	370,650	359,220	292,520
Recharge Income	(342,160)	(349,430)	(330,710)	(268,730)
Net Expenditure	12,382	21,220	28,510	23,790

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 is a counselling service for staff, conducting the Employee Opinion Surveys and the provision of an annual corporate training programme.

Currently the Occupational Health (OH) service is being well used by Services and the majority of the costs of having a nurse on-site for 12 days per year are recharged to the Services who make use of this facility. Sickness levels have been steadily reducing over a number of years. It is anticipated that the Council will procure a new OH provider during the summer of 2012 as a result of a Hampshire and Surrey wide tendering exercise lead by Hampshire County Council.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employees Costs	0	6,400	4,690	6,400
Transport Costs	0	0	400	0
Employee Support Service	3,420	4,500	3,040	4,500
Employee Opinion Survey	0	10,000	10,000	0
Equal Pay Audit	0	2,000	2,000	0
Occupational Health Costs	1,289	800	5,890	800
External Training Costs	13,370	14,400	43,750	19,400
Total Expenditure	18,079	38,100	69,770	31,100
Recharge Income	(40,900)	(38,100)	(40,900)	(38,100)
Net Expenditure / (Income)	(22,821)	0	28,870	(7,000)

**COMMUNITY & LEISURE SERVICE
ESTIMATES
2012/13**

COMMUNITY & LEISURE SERVICE

Aim:

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

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

The Community and Leisure Service is responsible for a wide range of activities, most of which are discretionary and include:

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

The Service is managed by the Head of Community and Leisure and comprises the following areas; Parks and Countryside, Arts and Culture and Communities (which includes Community Safety, Community Development and Health and Active Recreation).

The main challenges for the service for the forthcoming year are to respond proactively to develop new ways of working with partners such as HCC and NHS Hampshire, and responding to the Encouraging all of our Communities to reach their full potential section of the new Corporate Plan.

This includes delivery of the new three year business plan for 'The Lights', initiatives supported by the Green Space Strategy and Play Strategy, the Local Biodiversity Plan and the River Anton Enhancement Scheme, and to develop proposals for the future of Andover Leisure Centre and Romsey Sports Centre, and the Sports and Recreation Strategy.

Summary Estimates - by Activity

The net cost of Leisure is anticipated to reduce from £3,904,010 in the revised 2011/12 estimates to £3,717,990 in the original 2012/13 estimates. The main changes between 2011/12 and 2012/13 are reduced external funding, the Grants Review and the revision of the CCTV contract.

COMMUNITY & LEISURE SERVICE

SUMMARY ESTIMATES

Principal Activities	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Community & Leisure Management				
Management & Support	(143)	0	0	(80)
Total - Community & Leisure Management	(143)	0	0	(80)
Health & Active Recreation				
Community Leisure Provision	30,000	30,000	29,590	10,000
Managed Sports Facilities	1,148,328	1,061,090	1,131,900	1,084,100
Outdoor Sports Facilities	255,472	241,960	266,770	283,360
Playgrounds	18,822	51,560	48,720	58,450
Sports Development	43,151	45,110	51,290	58,070
Public Health Interventions	101,593	130,580	133,010	89,340
Youth Development	107,094	112,450	99,260	98,680
Total - Health & Active Recreation	1,704,460	1,672,750	1,760,540	1,682,000
Community Development				
Community Safety	235,599	251,320	194,600	145,490
Neighbourhood Wardens' Scheme	333,806	370,190	260,750	318,870
Community Development	675,191	688,180	674,770	652,530
Total - Community Development	1,244,596	1,309,690	1,130,120	1,116,890
Parks & Countryside				
Allotments	19,731	0	0	0
Cemeteries	(42,748)	(53,320)	(41,150)	(47,570)
Urban Parks & Open Spaces	349,658	318,320	304,180	297,520
Grounds Maintenance	96,670	39,720	61,730	59,320
Nature Reserves	83,991	82,360	74,700	68,020
Total - Parks & Countryside	507,302	387,080	399,460	377,290
Arts & Culture				
Andover Events Programme	20,726	18,380	10,640	12,030
Andover Museum	107,065	109,680	105,000	96,160
Heritage	60,694	59,880	57,970	54,740
Arts Function	36,284	35,720	71,380	31,820
The Lights	378,839	364,630	368,900	347,140
Total - Arts & Culture	603,608	588,290	613,890	541,890
Net Total Expenditure	4,059,823	3,957,810	3,904,010	3,717,990

SUBJECTIVE SUMMARY

The total expenditure estimate has reduced by £375,300 between the revised 2011/12 estimates and the 2012/13 estimates. The most significant variations being reductions in employee costs (£120,030) and supplies and services (£205,670).

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	1,222,392	1,237,640	1,280,730	1,160,700
Premises Costs	448,303	271,550	437,640	399,280
Transport Costs	53,673	64,430	62,340	64,870
Supplies & Services	1,397,380	1,199,610	1,310,810	1,105,140
Contract Costs	630,411	554,400	549,590	526,900
Support Service Costs	966,217	988,870	705,980	720,300
Capital Financing	844,658	875,520	868,350	862,950
Total Expenditure	5,563,034	5,192,020	5,215,440	4,840,140
<u>Income</u>				
Fees & Charges Income	(1,035,912)	(758,420)	(894,950)	(695,520)
Recharge Income	(467,299)	(475,790)	(416,480)	(426,630)
Total Income	(1,503,211)	(1,234,210)	(1,311,430)	(1,122,150)
Net Expenditure	4,059,823	3,957,810	3,904,010	3,717,990

MANAGEMENT & SUPPORT

Purpose

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

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	145,588	143,730	139,440	143,680
Premises Costs	105	0	130	0
Transport Costs	5,576	5,660	5,680	5,600
Supplies & Services	42,089	26,180	20,690	22,570
Support Service Costs	215,900	222,060	172,380	176,540
Total Expenditure	409,258	397,630	338,320	348,390
<u>Income</u>				
Fees & Charges Income	(20,262)	0	0	0
Recharge Income	(389,139)	(397,630)	(338,320)	(348,470)
Total Income	(409,401)	(397,630)	(338,320)	(348,470)
Net Expenditure	(143)	0	0	(80)

COMMUNITY LEISURE PROVISION

Purpose

Discretionary funding is made available to specific schools within the Borough to support the delivery of specific community initiatives and activities.

Additional Information

Funding to Romsey and Mountbatten Community Schools is currently being examined as part of the Corporate Grants Review.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Contract Costs	30,000	30,000	29,590	10,000
Total Expenditure	30,000	30,000	29,590	10,000

MANAGED SPORTS FACILITIES

Purpose

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

Additional Information

Valley Leisure Limited (VL) currently run the contract for the managed sports facilities which include Andover Leisure Centre, Romsey Rapids, Knightwood Leisure Centre and Charlton Lakeside Pavilion.

The management arrangements for The Depot changed during 2010 resulting in management of this site being transferred to Andover Community Services Ltd.

In 2010/11 there were 436,040 visitors to Andover Leisure Centre and 424,189 visitors to Romsey Rapids (up 3% and 5 % respectively on 2009/10 throughout). Overall footfall was up 4.5% across VL portfolio of facilities. In 2011 VL achieved 'Excellent' status from QUEST (fitness accreditation agency) placing these facilities in the top 5% nationally.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	66,261	31,210	91,100	38,280
Supplies & Services	0	0	33,300	0
Management Contract	490,407	420,000	420,000	420,000
Support Service Costs	85,373	85,540	71,550	59,870
Capital Financing	559,286	576,440	567,950	567,950
Total Expenditure	1,201,327	1,113,190	1,183,900	1,086,100
<u>Income</u>				
Fees & Charges Income	(52,999)	(52,100)	(52,000)	(2,000)
Net Expenditure	1,148,328	1,061,090	1,131,900	1,084,100

OUTDOOR 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

These sites include Charlton Sports and Leisure Centre, Saxon Fields Sports Ground, London Road Sports Ground, Walworth Sports Ground, Hunts Farm Sports Centre and Romsey Sports Centre.

Romsey Sports Centre offers a variety of opportunities with the town's Rugby, Tennis and Cricket Clubs being based on site. Other facilities at the sports centre include squash, adventure golf and cricket nets. Children's holiday activities are run every half term and school holiday concentrating predominantly on arts and crafts, but also offering sports such as football and cricket.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	89,513	89,480	93,110	94,410
Grounds Maintenance Costs	28,806	36,000	36,000	36,720
Other Premises Costs	54,715	19,460	47,250	63,880
Transport Costs	2,772	2,080	2,580	2,580
Supplies & Services	14,245	20,810	20,310	20,620
Support Service Costs	43,520	44,640	41,280	39,460
Capital Financing	115,302	115,340	112,290	112,290
Total Expenditure	348,873	327,810	352,820	369,960
<u>Income</u>				
Fees & Charges Income	(85,321)	(77,770)	(77,970)	(78,520)
Recharge Income	(8,080)	(8,080)	(8,080)	(8,080)
Total Income	(93,401)	(85,850)	(86,050)	(86,600)
Net Expenditure	255,472	241,960	266,770	283,360

PLAYGROUNDS

Purpose

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

Additional Information

There are approximately 90 playgrounds in Test Valley, which the Council is responsible for maintaining.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Other Premises Costs	0	0	0	9,000
Supplies & Services	8,142	8,990	8,990	8,990
Support Service Costs	4,525	4,970	4,310	5,040
Capital Financing	7,665	37,910	35,730	35,730
Total Expenditure	20,332	51,870	49,030	58,760
<u>Income</u>				
Fees & Charges Income	(1,200)	0	0	0
Recharge Income	(310)	(310)	(310)	(310)
Total Income	(1,510)	(310)	(310)	(310)
Net Expenditure	18,822	51,560	48,720	58,450

SPORTS DEVELOPMENT

Purpose

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

Additional Information

Initiatives taking place in 2012/13 include coaching schemes, sports club development, Hampshire Youth Games, Community Sports Fairs, Sports Festivals and holiday activity programmes in the build up to and legacy for London 2012.

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	14,219	10,030	23,110	29,120
Transport Costs	0	3,190	2,230	2,230
Supplies & Services	11,816	13,000	13,100	13,100
Support Service Costs	17,116	18,890	12,850	13,620
Total Expenditure	43,151	45,110	51,290	58,070

PUBLIC HEALTH INTERVENTIONS

Purpose

The Health and Active Recreation team undertake a range of work promoting health and wellbeing within the community.

Additional Information

The team works in partnership with a range of organisations, to develop healthy lifestyle initiatives that aim to reduce inequalities, and encourage participation.

Initiatives promoted by the team, in partnership with other agencies, include work to reduce all age obesity, including promoting healthy eating and physical activity, and work related to the Test Valley Local Children's Partnerships (LCP's). Also work that supports the Older People agenda and promotes independence (eg Health Walks, Older People's Forum).

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	132,968	121,520	115,000	48,560
Premises Costs	95	100	100	0
Transport Costs	10,681	9,600	7,890	7,890
Supplies & Services	22,245	14,290	13,740	12,820
Support Service Costs	41,343	43,030	30,100	20,070
Total Expenditure	207,332	188,540	166,830	89,340
Fees & Charges Income	(105,739)	(57,960)	(33,820)	0
Net Expenditure	101,593	130,580	133,010	89,340

YOUTH DEVELOPMENT

Purpose

The objective of Youth Development work is to encourage children and young people to participate in a range of activities that will contribute to the improvement of their physical, emotional and social wellbeing.

Additional Information

The work supports the delivery of both the Test Valley (North and South) Local Children's Partnerships (LCP's) and their associated action plans, and links with HCC's Children's and Young People's Plan.

Work is carried out by collaborating with a range of external agencies including Hampshire County Council Youth Service and Hampshire Primary Care Trust.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	34,576	33,440	33,270	32,720
Premises Costs	1,441	1,320	20	0
Transport Costs	5,561	5,530	5,530	5,630
Supplies & Services	35,472	39,160	38,810	34,740
Contract Costs	9,400	9,400	5,000	9,400
Support Service Costs	20,694	23,600	16,630	16,190
Total Expenditure	107,144	112,450	99,260	98,680
Fees & Charges Income	(50)	0	0	0
Net Expenditure	107,094	112,450	99,260	98,680

COMMUNITY SAFETY

Purpose

The Council has a duty under the Crime and Disorder Act 1998 to tackle crime and disorder and to help create safer communities. It is a statutory member of the Test Valley Community Safety Partnership and is involved in many multi-agency initiatives which aim to improve the quality of life for residents by seeking sustainable solutions to many of the underlying causes of crime and disorder.

Additional Information

One of the main responsibilities of the team is to research local crime and to devise and co-ordinate a Community Safety Partnership Plan aimed at reducing the level of crime and fear of crime within the Borough.

Through the Community Safety Partnership's Delivery Group and Joint Action Group, crime 'hot spots' are addressed. A multi-agency approach is taken in respect of anti-social behaviour, drug and alcohol matters through the Partnership Action Teams in Andover and Romsey.

The Community Safety Partnership Plan 2011-2014 has identified three priorities: acquisitive crime, anti-social behaviour and violent crime (night time economy and domestic abuse).

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	49,968	54,330	49,650	52,630
Premises Costs	83	0	30	0
Transport Costs	391	2,910	870	950
Supplies & Services	115,867	114,200	119,540	54,650
Support Service Costs	74,790	79,880	24,510	37,260
Capital Financing	(5,500)	0	0	0
Total Expenditure	235,599	251,320	194,600	145,490

NEIGHBOURHOOD WARDENS' SCHEME

Purpose

As part of its duties under the Crime and Disorder Act 1998, the Council undertakes initiatives with the aim of ensuring people feel safe in Test Valley. One of these initiatives is the provision of Neighbourhood Wardens within Andover, Romsey, North Baddesley, Valley Park, Nursling & Rownhams and other 'hot spots' as required.

Additional Information

The Neighbourhood Warden Team is comprised of uniformed patrolling officers as well as two specialist posts concentrating on anti-social behaviour casework. The Council's approach to community safety continues to be strengthened through effective partnership working within neighbourhoods.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	226,340	249,670	221,960	251,930
Premises Costs	210	100	100	100
Transport Costs	9,066	14,530	15,930	17,740
Supplies & Services	12,360	8,000	7,380	7,680
Support Service Costs	85,830	97,890	15,380	41,420
Total Expenditure	333,806	370,190	260,750	318,870

COMMUNITY DEVELOPMENT

Purpose

One of the Council's priority areas is to improve the cultural and community facilities within the Borough and it provides grant funding, advice and support to community, voluntary, arts and cultural groups to help with day-to-day running costs, the costs of events or one-off projects.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	49,532	59,470	62,070	57,380
Transport Costs	6,054	6,760	5,940	6,840
Supplies & Services	630,685	536,460	541,140	515,250
Support Service Costs	45,650	48,420	28,550	35,990
Capital Financing	37,885	50,000	50,000	50,000
Total Expenditure	769,806	701,110	687,700	665,460
<u>Income</u>				
Fees & Charges Income	(81,685)	0	0	0
Recharge Income	(12,930)	(12,930)	(12,930)	(12,930)
Total Income	(94,615)	(12,930)	(12,930)	(12,930)
Net Expenditure	675,191	688,180	674,770	652,530

ALLOTMENTS

Purpose

The Council has a statutory duty under the Smallholdings and Allotments Act 1908 to provide allotments where there is a demand for them in unparished areas. Following the creation of Andover Town Council, there are no longer any unparished areas in Test Valley.

Additional Information

As from April 2011 the management of the allotments has been passed to Andover Town Council.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	4,511	0	0	0
Supplies & Services	13,098	0	0	0
Support Service Costs	17,328	0	0	0
Total Expenditure	34,937	0	0	0
Fees & Charges Income	(15,206)	0	0	0
Net Expenditure	19,731	0	0	0

CEMETERIES

Purpose

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

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Grounds Maintenance Costs	30,322	3,400	32,750	31,570
Other Premises Costs	6,682	5,360	7,970	10,020
Supplies & Services	2,600	2,450	3,120	2,450
Support Service Costs	28,888	26,370	27,710	27,390
Capital Financing	3,710	0	6,700	0
Total Expenditure	72,202	37,580	78,250	71,430
Fees & Charges Income	(114,950)	(90,900)	(119,400)	(119,000)
Net Income	(42,748)	(53,320)	(41,150)	(47,570)

URBAN PARKS AND OPEN SPACES

Purpose

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

Additional Information

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

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	135,280	145,060	134,620	128,280
Grounds Maintenance Costs	37,793	22,000	22,000	22,440
Other Premises Costs	6,483	4,740	5,740	9,770
Transport Costs	8,038	7,050	8,440	8,720
Supplies & Services	70,122	52,650	66,840	52,170
Support Service Costs	136,114	146,150	133,030	129,390
Capital Financing	30,629	0	0	1,300
Total Expenditure	424,459	377,650	370,670	352,070
<u>Income</u>				
Fees & Charges Income	(47,151)	(31,680)	(38,840)	(26,900)
Recharge Income	(27,650)	(27,650)	(27,650)	(27,650)
Total Income	(74,801)	(59,330)	(66,490)	(54,550)
Net Expenditure	349,658	318,320	304,180	297,520

GROUNDS MAINTENANCE

Purpose

This is the cost of updating and improving the green spaces as well as proactive management of the council tree stock throughout the Borough.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Grounds Maintenance Costs	110,863	58,990	93,660	80,170
Other Premises Costs	0	0	250	0
Supplies & Services	4,621	4,100	3,560	4,100
Support Service Costs	13,836	9,280	9,570	7,700
Total Expenditure	129,320	72,370	107,040	91,970
Fees & Charges Income	(32,650)	(32,650)	(45,310)	(32,650)
Net Expenditure	96,670	39,720	61,730	59,320

NATURE RESERVES

Purpose

The Council has a responsibility to manage its nature reserves to conserve and enhance biodiversity in line with government targets.

Additional Information

Sustaining the quality of the local environment in the face of growing pressures is one of the main priorities of the Council. One of the methods of achieving this is by encouraging greater personal awareness of, and responsibility for, the local environment.

The Council will continue to arrange school visits and to run a 'Wildtrek' scheme, where children are encouraged 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 to take 'ownership' for their sustainable improvement.

The team have been successful in achieving Environmental Stewardship grant funding which will enable improvement of the ecological condition of the River Anton, Ladies Walk and Anton Lakes. Key actions within the Local Biodiversity Action Plan will also be delivered.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Expenditure				
Employee Costs	20,460	21,750	26,170	19,590
Grounds Maintenance Costs	21,105	22,730	25,230	23,190
Transport Costs	2,530	4,310	4,430	4,650
Supplies & Services	14,946	11,260	11,120	11,350
Contract Costs	5,604	0	0	0
Support Service Costs	43,279	45,350	32,160	32,250
Capital Financing	6,534	6,500	6,530	6,530
Total Expenditure	114,458	111,900	105,640	97,560
Income				
Fees & Charges Income	(1,277)	(350)	(1,750)	(350)
Recharge Income	(29,190)	(29,190)	(29,190)	(29,190)
Total Income	(30,467)	(29,540)	(30,940)	(29,540)
Net Expenditure	83,991	82,360	74,700	68,020

ANDOVER EVENTS PROGRAMME

Purpose

The Council is committed to improving the entertainment offered in Andover by supporting the Andover Vision events programme (Passionate Participation) in the town.

Additional Information

The Andover Events Programme is developed by partners of the Andover Vision with the support of the Community & Leisure Service who are responsible for managing the individual events.

Events in 2012 will inevitably focus on the Olympics and Olympic Legacy programmes, but it is also hoped events will include an arts festival, Food Fayre, Health Fayre and the Christmas Festival in November, to name just a few.

The budget below represents the Council's financial contribution to these events and, where possible, external funding will be sought to ensure an attractive programme of events is delivered.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Supplies & Services	42,387	15,000	31,700	10,000
Support Service Costs	6,220	3,380	4,230	2,030
Total Expenditure	48,607	18,380	35,930	12,030
Fees & Charges Income	(27,881)	0	(25,290)	0
Net Expenditure	20,726	18,380	10,640	12,030

ANDOVER MUSEUM

Purpose

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

Additional Information

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

The Museum is jointly funded with Hampshire County Council and offers a complete historical journey, including a hands-on interactive display.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Contract Costs	95,000	95,000	95,000	87,500
Support Service Costs	12,065	14,680	10,000	8,660
Total Expenditure	107,065	109,680	105,000	96,160

HERITAGE

Purpose

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

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	563	0	660	0
Transport Costs	1,280	1,280	1,280	1,280
Grants	52,297	50,870	50,810	48,830
Support Service Costs	6,554	7,730	5,220	4,630
Total Expenditure	60,694	59,880	57,970	54,740

ARTS FUNCTION

Purpose

The Arts Function supports a wide range of local and national arts initiatives in an advisory capacity through work with schools, artists and other agencies.

Additional Information

Test Valley has a thriving arts and cultural scene and the Arts Function works in partnership with key facilities such as The Lights, Andover Museum and various heritage sites in Romsey.

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	20,597	19,940	53,320	14,680
Premises Costs	43	0	750	4,450
Transport Costs	698	680	680	380
Supplies & Services	2,156	2,120	2,480	2,160
Support Service Costs	12,322	12,980	14,680	10,950
Total Expenditure	35,816	35,720	71,910	32,620
Fees & Charges Income	468	0	(530)	(800)
Net Expenditure	36,284	35,720	71,380	31,820

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 and is accessible to the entire local community.

The theatre receives funding from Hampshire County Council (funding for 2012 – 2015 is currently under review). Challenges in the new year will be to ensure the continued success of The Lights theatre in the current financial climate, and to deliver the new three year business plan to take the venue forward from 2012.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	303,351	289,220	329,010	287,720
Premises Costs	78,222	66,140	73,900	69,690
Transport Costs	1,026	850	860	380
Supplies & Services	302,232	280,070	324,180	283,660
Support Service Costs	54,870	54,030	51,840	51,840
Capital Financing	89,147	89,330	89,150	89,150
Total Expenditure	828,848	779,640	868,940	782,440
Fees & Charges Income	(450,009)	(415,010)	(500,040)	(435,300)
Net Expenditure	378,839	364,630	368,900	347,140

**CORPORATE & DEMOCRATIC CORE
ESTIMATES
2012/13**

CORPORATE & DEMOCRATIC CORE

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

The management of the various budgets in this section is split between the Chief Executive's Office, Legal & Democratic Service and Finance Service.

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

Summary Estimates - by Activity

The net cost of Corporate & Democratic activities in 2012/13 is expected to be £3.973M which is an increase of £488,850 from the original estimate for 2011/12. This is mainly due to the increase in Non-Distributable costs, which included a £610,000 fixed charge for the Pension Fund in respect of the Fund's deficit.

The increase in expenditure in Corporate Management is due to an increase in recharge costs from other Services.

Principal Activities	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Corporate Management				
Corporate Management	1,568,115	1,521,270	1,457,390	1,495,960
Delivering Public Services Electronically	121,711	128,730	126,180	118,050
Corporate Public Relations, Information & Consultation	115,562	128,650	127,060	120,510
Emergency Planning	28,843	32,110	32,220	30,090
Net Total Expenditure	1,834,231	1,810,760	1,742,850	1,764,610
Democratic Representation and Management				
Councillors	737,113	742,060	695,380	705,820
Councillor Meetings	462,770	476,650	455,350	459,300
Mayoral Office	101,038	108,870	108,120	107,590
Civic Ceremonies	5,389	6,750	8,690	6,740
Subscriptions	30,511	33,420	29,280	32,400
Representing Local Interests	15,600	15,650	10,830	10,810
Other Democratic Activities	152,787	160,940	115,490	113,000
Net Total Expenditure	1,505,208	1,544,340	1,423,140	1,435,660
Allocated Central Overheads	0	(76,470)	(76,420)	(66,330)
Non-Distributable Costs	200,572	205,020	836,560	838,560
Net Total Expenditure	3,540,011	3,483,650	3,926,130	3,972,500

SUBJECTIVE SUMMARY

The total expenditure estimate has increased by £488,850 from 2011/12 to 2012/13. This is due to an increase in Employee Costs of £565,230 which includes the £610,000 Pension Fund fixed charge.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	273,410	275,390	838,620	840,620
Premises Costs	7,900	5,900	5,020	5,900
Transport Costs	28,371	37,500	35,510	35,500
Supplies & Services	880,513	859,010	909,120	896,360
Support Service Costs	2,758,783	2,750,730	2,596,270	2,652,470
Capital Financing Costs	30,478	30,480	35,010	35,010
Total Expenditure	3,979,455	3,959,010	4,419,550	4,465,860
<u>Income</u>				
Fees & Charges Income	(59,096)	(20,000)	(38,060)	(38,000)
Recharge Income	(380,348)	(455,360)	(455,360)	(455,360)
Total Income	(439,444)	(475,360)	(493,420)	(493,360)
Net Expenditure	3,540,011	3,483,650	3,926,130	3,972,500

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, strategic corporate planning, the Corporate Equality scheme.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	6,853	4,900	4,650	4,900
Supplies & Services	257,191	198,780	227,050	232,640
Support Service Costs	1,331,469	1,317,590	1,255,190	1,287,920
Total Expenditure	1,595,513	1,521,270	1,486,890	1,525,460
Fees & Charges Income	(27,398)	0	(29,500)	(29,500)
Net Expenditure	1,568,115	1,521,270	1,457,390	1,495,960

DELIVERING PUBLIC SERVICES ELECTRONICALLY

Purpose

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

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Supplies & Services	14,981	22,200	23,930	14,200
Support Service Costs	106,730	106,530	102,250	103,850
Total Expenditure	121,711	128,730	126,180	118,050

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 My Test Valley 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.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Supplies & Services	28,382	29,970	36,750	29,880
Support Service Costs	103,190	106,680	98,810	99,130
Total Expenditure	131,572	136,650	135,560	129,010
Fees & Charges Income	(16,010)	(8,000)	(8,500)	(8,500)
Net Expenditure	115,562	128,650	127,060	120,510

EMERGENCY PLANNING

Purpose

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

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Supplies & Services	28,573	31,850	32,000	29,850
Support Service Costs	270	260	220	240
Total Expenditure	28,843	32,110	32,220	30,090

COUNCILLORS

Purpose

There are 48 Councillors who are elected every four years to represent the community and to manage the business of the Authority.

Additional Information

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

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employees Costs	16,218	16,000	16,000	16,000
Transport Costs	16,756	18,850	18,950	18,950
Supplies & Services	416,437	421,680	412,370	418,900
Support Service Costs	287,702	285,530	248,060	251,970
Total Expenditure	737,113	742,060	695,380	705,820

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 £76,550 in 2012/13.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	859	0	170	0
Transport Costs	104	150	70	150
Supplies & Services	35,193	43,050	38,950	39,450
Support Service Costs	426,614	433,450	416,160	419,700
Total Expenditure	462,770	476,650	455,350	459,300

MAYORAL OFFICE

Purpose

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

Additional Information

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

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Transport Costs	10,340	16,400	16,400	16,400
Supplies & Services	26,208	27,300	31,170	30,610
Support Service Costs	64,490	65,170	60,550	60,580
Total Expenditure	101,038	108,870	108,120	107,590

CIVIC CEREMONIES

Purpose

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

Additional Information

These ceremonies include the Mayor Making, Civic Day and Evening, Remembrance Sunday and St George's Day.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	110	0	90	0
Supplies & Services	4,759	6,240	8,120	6,240
Support Service Costs	520	510	480	500
Total Expenditure	5,389	6,750	8,690	6,740

SUBSCRIPTIONS

Purpose

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

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Supplies & Services	30,461	33,380	29,250	32,360
Support Service Costs	50	40	30	40
Total Expenditure	30,511	33,420	29,280	32,400

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 in 2012/13 represent recharges of staff time.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Support Service Costs	15,600	15,650	10,830	10,810
Total Expenditure	15,600	15,650	10,830	10,810

OTHER DEMOCRATIC ACTIVITIES

Purpose

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

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	49,904	48,440	0	0
Premises Costs	188	1,000	200	1,000
Transport Costs	1,061	2,100	0	0
Supplies & Services	2,089	5,050	5,650	2,720
Support Service Costs	114,545	116,350	109,640	109,280
Total Expenditure	167,787	172,940	115,490	113,000
Fees & Charges Income	(15,000)	(12,000)	0	0
Net Expenditure	152,787	160,940	115,490	113,000

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, but 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. All Services receive an apportionment of these costs which are distributed on a suitable basis.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	6,736	5,950	7,620	7,620
Supplies & Services	36,239	39,510	63,880	59,510
Support Service Costs	307,583	302,950	272,490	286,890
Capital Financing Costs	30,478	30,480	35,010	35,010
Total Expenditure	381,036	378,890	379,000	389,030
<u>Income</u>				
Fees & Charges Income	(688)	0	(60)	0
Recharge Income	(380,348)	(455,360)	(455,360)	(455,360)
Total Income	(381,036)	(455,360)	(455,420)	(455,360)
Net Income	0	(76,470)	(76,420)	(66,330)

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 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.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	200,552	205,000	815,000	817,000
Support Service Costs	20	20	21,560	21,560
Total Expenditure	200,572	205,020	836,560	838,560

**ENVIRONMENTAL SERVICE
ESTIMATES
2012/13**

ENVIRONMENTAL SERVICE

Aim:

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

Summary:

Located at Portway Depot, Andover and Bourne House, Romsey, the Environmental Service is an in-house team providing a range of direct front line services to the public.

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

Principal Activities	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Grounds Maintenance	1,060,627	1,105,910	1,128,410	1,117,210
Waste Collection	2,399,772	2,504,210	2,330,670	2,290,710
Garden Waste Collection	99,394	61,650	79,200	35,630
Street Cleansing	1,246,139	1,221,520	1,208,030	1,206,050
Vehicle Workshop	23,385	25,290	37,150	25,820
Vehicle Workshop (Fuel)	0	0	0	0
Operational Overheads	0	(280)	140	130
Net Total Expenditure	4,829,317	4,918,300	4,783,600	4,675,550

SUBJECTIVE SUMMARY

The net expenditure between the revised 2011/12 and original 2012/13 estimates has increased by approximately £108,000.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	3,443,011	3,588,550	3,388,010	3,390,720
Premises Costs	270,650	205,520	254,270	188,980
Transport Costs	1,641,029	1,626,910	1,664,090	1,707,540
Supplies & Services	1,050,597	1,109,700	1,188,260	1,102,730
Contract Costs	32,068	15,500	30,870	30,000
Support Service Costs	554,306	559,180	542,270	555,370
Capital Financing	367,385	394,500	351,050	405,880
Total Expenditure	7,359,046	7,499,860	7,418,820	7,381,220
<u>Income</u>				
Fees & Charges Income	(1,160,523)	(1,265,390)	(1,263,810)	(1,267,010)
Recharge Income	(1,369,206)	(1,316,170)	(1,371,410)	(1,438,660)
Total Income	(2,529,729)	(2,581,560)	(2,635,220)	(2,705,670)
Net Expenditure	4,829,317	4,918,300	4,783,600	4,675,550

GROUNDS MAINTENANCE

Purpose

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

Additional Information

The Grounds Maintenance Team uses a fleet of specialist equipment to carry out the grounds maintenance function at the Borough's cemeteries, playgrounds, formal parks, open spaces and sports centres. This includes the individual tasks of mowing, the preparation of sports pitches, shrub bed maintenance, the planting and maintenance of floral displays, interments and the formal inspections of approximately 90 playgrounds.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	1,003,709	1,022,120	926,710	950,390
Premises Costs	115,765	91,060	104,350	92,140
Transport Costs	278,698	288,410	307,260	325,720
Supplies & Services	354,972	383,050	412,010	351,510
Contract Costs	14,614	15,500	15,870	15,000
Support Service Costs	99,327	99,960	94,070	94,960
Capital Financing	19,584	2,460	41,000	91,200
Total Expenditure	1,886,669	1,902,560	1,901,270	1,920,920
<u>Income</u>				
Fees & Charges Income	(408,356)	(446,960)	(443,680)	(457,020)
Recharge Income	(417,686)	(349,690)	(329,180)	(346,690)
Total Income	(826,042)	(796,650)	(772,860)	(803,710)
Net Expenditure	1,060,627	1,105,910	1,128,410	1,117,210

WASTE COLLECTION

Purpose

The Council has a statutory duty to make arrangements for the collection of household waste. To achieve this, the Council operates an alternate weekly bin collection service to all households in the Borough.

Additional Information

There are eleven waste collection rounds collecting the waste of every domestic property in the Borough. Waste collections are on a fortnightly cycle with dry mixed recyclables collected one week and residual non-recyclable waste on the other week. The service also undertakes bulky waste collections, clinical waste collections and bin deliveries.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	1,275,371	1,350,040	1,235,640	1,244,930
Premises Costs	75,220	58,580	65,800	37,490
Transport Costs	603,703	583,920	566,930	568,190
Supplies & Services	314,166	326,190	352,770	331,670
Contract Costs	3,429	0	0	0
Support Service Costs	199,217	202,070	199,030	203,650
Capital Financing	267,805	325,370	256,760	249,890
Total Expenditure	2,738,911	2,846,170	2,676,930	2,635,820
Fees & Charges Income	(339,139)	(341,960)	(346,260)	(345,110)
Net Expenditure	2,399,772	2,504,210	2,330,670	2,290,710

GARDEN WASTE COLLECTION

Purpose

The objective of this unit is to collect all recyclable garden waste from those households that participate in the Garden Waste Collection scheme.

Additional Information

In 2011/2012 the scheme had a membership of 10,800 residents.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	159,322	163,050	154,950	154,960
Premises Costs	7,516	5,740	6,410	3,290
Transport Costs	85,353	81,860	86,400	83,270
Supplies & Services	24,127	30,300	28,850	29,970
Support Service Costs	51,927	52,290	51,590	53,920
Capital Financing	38,162	54,760	38,000	0
Total Expenditure	366,407	388,000	366,200	325,410
Fees & Charges Income	(267,013)	(326,350)	(287,000)	(289,780)
Net Expenditure	99,394	61,650	79,200	35,630

STREET CLEANSING

Purpose

The street cleansing team is responsible for the maintenance of the street scene across the Borough. This includes street sweeping, litter bin emptying and, where appropriate, issuing Fixed Penalty Notices.

Additional Information

The street cleansing team mechanically sweep road channels and pavements, remove fly tips, empty litter and dog bins and clear graffiti. During Autumn 2011, a dedicated team cleared over 450 tonnes of leaves from highways in the borough.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	762,782	796,440	729,260	694,220
Premises Costs	12,563	11,310	23,840	9,700
Transport Costs	249,714	229,740	261,350	247,690
Supplies & Services	251,204	254,520	271,660	250,760
Contract Costs	14,025	0	15,000	15,000
Support Service Costs	120,362	121,500	118,860	121,620
Capital Financing	41,591	11,660	15,290	63,190
Total Expenditure	1,452,241	1,425,170	1,435,260	1,402,180
<u>Income</u>				
Fees & Charges Income	(114,544)	(115,760)	(128,130)	(115,030)
Recharge Income	(91,558)	(87,890)	(99,100)	(81,100)
Total Income	(206,102)	(203,650)	(227,230)	(196,130)
Net Expenditure	1,246,139	1,221,520	1,208,030	1,206,050

VEHICLE WORKSHOP

Purpose

The vehicle workshop is responsible for the maintenance of all the Council's vehicle fleet. It is also responsible for the procurement of vehicles, plant and equipment.

Additional Information

The vehicle workshop maintains approximately 90 Council vehicles and a range of mechanical plant. The vehicles maintained vary from refuse collection vehicles to mowers. This section provides a necessary support to the other units in the Service to ensure they continue to obtain maximum usage from their vehicles and plant.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	220,029	228,300	200,590	200,200
Premises Costs	57,330	38,830	53,850	46,340
Transport Costs	29,908	28,330	34,240	33,890
Supplies & Services	48,235	57,900	69,680	74,960
Support Service Costs	62,095	62,560	58,500	61,440
Capital Financing	243	250	0	1,600
Total Expenditure	417,840	416,170	416,860	418,430
<u>Income</u>				
Fees & Charges Income	(28,741)	(31,720)	(24,430)	(25,980)
Recharge Income	(365,714)	(359,160)	(355,280)	(366,630)
Total Income	(394,455)	(390,880)	(379,710)	(392,610)
Net Expenditure	23,385	25,290	37,150	25,820

VEHICLE WORKSHOP (FUEL)

Purpose

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

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Transport Costs	387,302	405,470	397,090	437,790
Supplies & Services	2,535	4,560	4,560	4,560
Total Expenditure	389,837	410,030	401,650	442,350
<u>Income</u>				
Fees & Charges Income	(2,507)	(2,640)	(3,200)	(3,500)
Recharge Income	(387,330)	(407,390)	(398,450)	(438,850)
Total Income	(389,837)	(410,030)	(401,650)	(442,350)
Net Expenditure	0	0	0	0

OPERATIONAL OVERHEADS

Purpose

This represents the cost of the operational overheads of the Environmental Service.

Additional Information

The net cost of the Operational Overheads is re-allocated across the other service units.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	21,798	28,600	140,860	146,020
Premises Costs	2,256	0	20	20
Transport Costs	6,351	9,180	10,820	10,990
Supplies & Services	55,358	53,180	48,730	59,300
Support Service Costs	21,378	20,800	20,220	19,780
Total Expenditure	107,141	111,760	220,650	236,110
<u>Income</u>				
Fees & Charges Income	(223)	0	(31,110)	(30,590)
Recharge Income	(106,918)	(112,040)	(189,400)	(205,390)
Total Income	(107,141)	(112,040)	(220,510)	(235,980)
Net Expenditure/(Income)	0	(280)	140	130

**ESTATES SERVICE
ESTIMATES
2012/13**

ESTATES SERVICE

Aim:

Offer Estate and Economic Development solutions to meet the needs of Test Valley Borough Council, its Citizens and Local Businesses.

Summary:

The Estates Service has responsibility for the management of commercial properties owned by the Council and a range of Economic Development activities which contribute towards 'Developing a Competitive Local Economy', which is one of the Council's strategic aims outlined in the Corporate Plan 'Doing things Differently' 2011 to 2015. Premises Management and Property Maintenance are also functions of the Council delivered by the Service.

ESTATES SERVICE
SUMMARY ESTIMATES

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Principal Activities				
Estates Support Unit	348,618	602,950	596,820	598,390
Property Portfolio				
Andover Market	(48,475)	(47,360)	(47,390)	(47,170)
Industrial Estate Development	(4,549,194)	(4,528,330)	(4,549,760)	(4,545,840)
Union Street	(85,674)	(84,640)	(88,940)	(83,140)
Chantry Centre	(1,039,970)	(1,039,830)	(980,340)	(1,040,320)
Corporate Properties	1,511	(163,860)	(164,240)	(196,020)
Total - Property Portfolio	(5,721,802)	(5,864,020)	(5,830,670)	(5,912,490)
Economic Development and Promotion	534,975	308,650	367,420	160,420
Promotion of Tourism	119,434	113,900	112,970	92,740
Total Economic Development and Promotion	654,409	422,550	480,390	253,160
Town Centre Management	66,226	52,790	51,900	57,190
Premises Management				
Christmas Lighting	37,376	21,890	29,880	29,730
Public Halls	217,950	201,130	226,710	215,840
Public Conveniences	172,076	149,210	177,050	154,650
Office Accommodation	(51,464)	(317,590)	(32,390)	(36,280)
Depot Costs	38,090	12,320	104,900	0
Building Maintenance	124,657	113,690	104,060	143,040
Maintenance Works	0	443,000	272,300	487,300
Building Cleaning	24,049	18,590	26,780	38,850
Total - Premises Management	562,734	642,240	909,290	1,033,130
Net Total Income	(4,089,815)	(4,143,490)	(3,792,270)	(3,970,620)

SUBJECTIVE SUMMARY

The variations in Supplies and Services costs are primarily due to transactions funded by the Local Authority Business Grant Initiative Reserve (see Economic Development and Promotion - page 90).

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	1,102,246	1,116,280	1,077,970	1,086,800
Premises Costs	1,412,016	1,542,950	1,740,730	1,747,320
Transport Costs	65,900	36,840	72,580	44,190
Supplies & Services	1,054,718	688,310	908,730	805,910
Contract Costs	200,779	183,500	246,030	269,960
Support Service Costs	750,845	754,170	720,480	729,320
Capital Charges	255,534	278,280	230,050	231,350
Total Expenditure	4,842,038	4,600,330	4,996,570	4,914,850
<u>Income</u>				
Fees & Charges Income	(6,699,813)	(6,634,700)	(6,832,280)	(6,941,220)
Government Grant	(6,000)	0	0	0
Recharge Income	(2,226,040)	(2,109,120)	(1,956,560)	(1,944,250)
Total Income	(8,931,853)	(8,743,820)	(8,788,840)	(8,885,470)
Net Income	(4,089,815)	(4,143,490)	(3,792,270)	(3,970,620)

ESTATES SUPPORT UNIT

Purpose

The Estates Service 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 2011 the Service was responsible for land and property with a value of £97M. Rental income generated by these assets is over £6M per annum. The management of the portfolio includes asset disposal, where necessary, to generate capital receipts for the Council.

The Estates Support Team also operate the Council room booking system which allow members of the public to use the Rendezvous, Guildhall and Crosfield Hall.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	395,087	639,550	613,700	618,120
Transport Costs	7,959	11,140	13,360	11,900
Supplies & Services	30,169	31,360	32,860	33,160
Support Service Costs	100,879	105,080	121,110	119,390
Total Expenditure	534,094	787,130	781,030	782,570
<u>Income</u>				
Fees & Charges Income	(1,296)	0	(30)	0
Recharge Income	(184,180)	(184,180)	(184,180)	(184,180)
Total Income	(185,476)	(184,180)	(184,210)	(184,180)
Net Expenditure	348,618	602,950	596,820	598,390

ANDOVER MARKET

Purpose

Andover Market encourages the promotion of local economic sustainability together with the provision of market stalls that complement the existing High Street retail facilities.

Additional Information

The market is held in Andover High Street each Thursday and Saturday. Andover Market Traders assume direct responsibility for the market under the terms of a contract.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	8,185	9,300	9,270	9,490
Support Service Costs	3,340	3,340	3,340	3,340
Total Expenditure	11,525	12,640	12,610	12,830
Fees & Charges Income	(60,000)	(60,000)	(60,000)	(60,000)
Net Income	(48,475)	(47,360)	(47,390)	(47,170)

INDUSTRIAL ESTATE DEVELOPMENT

Purpose

The Council owns the freehold to the land on Andover's major industrial estates and this budget reflects the costs and income associated with the letting and management of these sites.

The Walworth Enterprise Centre was established in 1986 to provide small local businesses with suitable accommodation and affordable set up costs.

Additional Information

There are three industrial estates in Andover, situated at Walworth, East Portway and West Portway. These sites cover approximately 400 acres of land and are home to about 400 separate businesses employing approximately 5,000 people.

One of the Council's key aims is to develop a vision for Andover's industrial estates. Work on the rejuvenation of the Walworth Business Park in partnership with Kier is currently underway.

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

	Actual 2010/11		Original Estimate 2011/12	Revised Estimate 2011/12	Original Estimate 2012/13
	£	£	£	£	£
<u>Expenditure</u>					
Employee Costs	14,562		24,260	24,530	24,880
Premises Costs	91,242		64,070	117,510	106,730
Transport Costs	213		300	600	500
Supplies & Services	18,270		22,450	101,670	197,830
Support Service Costs	105,390		107,170	100,140	101,830
Total Expenditure	229,677		218,250	344,450	431,770
Fees & Charges Income	(4,778,871)		(4,746,580)	(4,894,210)	(4,977,610)
Net Income	(4,549,194)		(4,528,330)	(4,549,760)	(4,545,840)

UNION STREET

Purpose

Union Street was originally constructed to provide replacement shops for those displaced from the town centre in the 1960's. This budget reflects the costs and income relating to those properties in the Council's ownership.

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	3,944	3,460	6,030	6,240
Supplies & Services	16	0	320	320
Support Service Costs	1,350	1,300	1,090	1,210
Total Expenditure	5,310	4,760	7,440	7,770
Fees & Charges Income	(90,984)	(89,400)	(96,380)	(90,910)
Net Income	(85,674)	(84,640)	(88,940)	(83,140)

CHANTRY CENTRE

Purpose

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

Additional Information

Whilst the Council owns the freehold to the Centre, there is a management agreement with Axa that provides the Council with an income stream but defers day to day management of the Centre to Axa.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	0	0	90	0
Support Service Costs	10,110	10,170	9,630	9,680
Total Expenditure	10,110	10,170	9,720	9,680
Fees & Charges Income	(1,050,080)	(1,050,000)	(990,060)	(1,050,000)
Net Income	(1,039,970)	(1,039,830)	(980,340)	(1,040,320)

CORPORATE PROPERTIES

Purpose

In addition to the industrial estates, Union Street and Chantry Centre, the Council also owns a miscellaneous portfolio of shops, offices, workshops and agricultural land throughout the Borough.

Additional Information

The portfolio is managed by the Estates Unit and generates an income in excess of £550,000 through lettings to third parties.

Included in this figure is the Council's income share of the Odeon Cinema development.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	156,290	140,170	199,970	197,670
Supplies & Services	207,011	41,850	43,300	16,520
Support Service Costs	173,000	174,050	165,130	165,610
Capital Charges	30,852	37,640	0	0
Total Expenditure	567,153	393,710	408,400	379,800
Fees & Charges Income	(565,642)	(557,570)	(572,640)	(575,820)
Net Expenditure/(Income)	1,511	(163,860)	(164,240)	(196,020)

ECONOMIC DEVELOPMENT & PROMOTION

Purpose

Economic development and promotion is an important area of work across the Borough as reflected in the Corporate Plan. This budget 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 through Town Centre Management, Farmers' Markets, Business Incentive Grants and the Test Valley Business awards.

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

Assisting business organisations, such as Enterprise Agency, and working with Rural Business.

Promotion of learning and skills training opportunities, particularly in Andover, by delivering the £500,000 Andover Skills Training Fund and working with partners including the Andover College, University of Winchester and local schools e.g. Andover Junior Graduation.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	45,546	0	0	0
Premises Costs	52,058	26,700	101,630	45,250
Transport Costs	3,158	1,500	1,500	1,600
Supplies & Services	394,318	231,480	316,270	161,800
Support Service Costs	53,220	53,070	52,620	52,770
Total Expenditure	548,300	312,750	472,020	261,420
<u>Income</u>				
Fees & Charges Income	(7,325)	(4,100)	(104,600)	(101,000)
Government Grant Income	(6,000)	0	0	0
Total Income	(13,325)	(4,100)	(104,600)	(101,000)
Net Expenditure	534,975	308,650	367,420	160,420

PROMOTION OF TOURISM

Purpose

The Council is committed to improving the visitor opportunities within the Borough and this activity seeks ways of encouraging visitors from within and outside the Borough to make use of the facilities on offer.

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 and distributing it to Tourist Information Centres and other outlets. Examples are the Test Valley Visitors Guide plus those for Test Valley Churches, Stockbridge Pocket Guide and the Sprat and Winkle Line, Get Out and Walk.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	10,672	8,050	7,800	3,970
Transport Costs	2,351	1,280	1,280	1,310
Grants	82,500	82,500	79,000	69,620
Other Supplies & Services	18,551	16,830	19,950	12,680
Support Service Costs	5,430	5,360	4,940	5,160
Total Expenditure	119,504	114,020	112,970	92,740
<u>Income</u>				
Fees & Charges Income	(70)	0	0	0
Recharge Income	0	(120)	0	0
Total Income	(70)	(120)	0	0
Net Expenditure	119,434	113,900	112,970	92,740

TOWN CENTRE MANAGEMENT

Purpose

To enhance the quality and vitality of Andover and Romsey town centre by improving 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

The Romsey Town Centre Manager is responsible for the marketing and promotion of the town centre. This includes supporting and organising local events, support for businesses, and organising a variety of meetings.

In Andover the service is primarily delivered through the Andover Vision initiative.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	35,465	24,160	24,530	24,150
Premises Costs	6,070	6,100	4,540	5,880
Transport Costs	1,067	1,400	1,060	1,490
Supplies & Services	25,725	22,260	20,940	23,470
Support Service Costs	10,870	10,640	9,820	10,190
Total Expenditure	79,197	64,560	60,890	65,180
<u>Income</u>				
Fees & Charges Income	(6,551)	(5,350)	(2,570)	(1,570)
Recharge Income	(6,420)	(6,420)	(6,420)	(6,420)
Total Income	(12,971)	(11,770)	(8,990)	(7,990)
Net Expenditure	66,226	52,790	51,900	57,190

CHRISTMAS LIGHTING

Purpose

The Council provides financial support to assist the display of Christmas trees and lighting in both Andover and Romsey Town Centres over the festive period.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	19,301	4,200	4,200	4,210
Supplies & Services	15,255	14,900	23,020	22,780
Support Service Costs	2,820	2,790	2,660	2,740
Total Expenditure	37,376	21,890	29,880	29,730

PUBLIC HALLS

Purpose

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

Additional Information

The main halls included in this estimate are the Upper Guildhall and The Rendezvous in the north of the Borough and Crosfield Hall in the south, for which building management and booking services are carried out. The budget also includes the maintenance costs relating to Longmeadow Hall, King Arthur's Hall and St. Ann's Hall.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	91,645	55,910	85,150	68,060
Supplies & Services	9,084	8,110	13,010	10,830
Support Service Costs	125,140	124,990	124,290	124,710
Capital Charges	39,642	61,620	40,620	40,620
Total Expenditure	265,511	250,630	263,070	244,220
Fees & Charges Income	(47,561)	(49,500)	(36,360)	(28,380)
Net Expenditure	217,950	201,130	226,710	215,840

PUBLIC CONVENIENCES

Purpose

The Council provides public conveniences in various locations throughout the Borough.

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	57,546	44,950	55,820	56,210
Premises Costs	137,177	114,360	126,880	121,570
Transport Costs	11,695	5,000	26,100	8,450
Supplies & Services	11,795	17,150	14,440	14,370
Support Service Costs	8,643	8,520	7,330	7,800
Capital Charges	9,824	14,730	13,400	13,400
Total Expenditure	236,680	204,710	243,970	221,800
Recharge Income	(64,604)	(55,500)	(66,920)	(67,150)
Net Expenditure	172,076	149,210	177,050	154,650

OFFICE ACCOMMODATION

Purpose

This budget is for the day to day provision, running and maintenance of the Council's main office accommodation for staff at the Beech Hurst, Andover and Duttons Road, Romsey offices.

Additional Information

The amounts shown in the capital financing charges under Duttons Road and Beech Hurst represent depreciation of the buildings and expenditure financed through the Council's capital programme from which no asset was significantly enhanced.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Duttons Road, Romsey				
<u>Expenditure</u>				
Premises Costs	131,497	110,350	112,760	108,670
Supplies & Services	6,946	7,500	9,950	8,700
Capital Charges	45,000	45,000	45,110	45,110
Total Expenditure	183,443	162,850	167,820	162,480
Fees & Charges Income	(2,307)	(6,300)	(6,220)	(6,110)
Net Expenditure	181,136	156,550	161,600	156,370
 Beech Hurst, Andover				
<u>Expenditure</u>				
Premises Costs	472,263	380,490	411,510	397,630
Supplies & Services	21,086	24,350	25,720	26,720
Contract Costs	22,901	28,500	28,500	28,500
Support Service Costs	14,700	14,230	11,980	13,360
Capital Charges	105,984	106,760	106,690	106,690
Total Expenditure	636,934	554,330	584,400	572,900
Fees & Charges Income	(89,126)	(65,900)	(69,210)	(49,820)
Net Expenditure	547,808	488,430	515,190	523,080

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. For 2011/12 only costs of employees working entirely on this function are charged here. Other office based staff are now charged to the Estates Support Unit.

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Premises Management				
<u>Expenditure</u>				
Employee Costs	300,419	118,930	114,250	110,580
Transport Costs	5,615	1,680	1,680	1,720
Supplies & Services	16,286	20,010	19,790	16,730
Support Service Costs	51,230	50,200	34,940	34,880
Total Expenditure	373,550	190,820	170,660	163,910
Recharge Income	(155,828)	(155,260)	(155,460)	(155,260)
Net Expenditure	217,722	35,560	15,200	8,650
General Office Accommodation				
Recharge Income	(998,130)	(998,130)	(724,380)	(724,380)
Net Income	(51,464)	(317,590)	(32,390)	(36,280)

DEPOT COSTS

Purpose

This budget is for the day to day provision, running and maintenance of the Council's depot accommodation at Macadam Way, Portway Business Park, Andover and Bourne House, Romsey .

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	216,192	166,790	271,040	124,650
Supplies & Services	36,847	1,050	16,150	580
Support Service Costs	6,800	6,560	5,440	6,100
Capital Charges	24,232	12,530	24,230	24,230
Total Expenditure	284,071	186,930	316,860	155,560
Recharge Income	(245,981)	(174,610)	(211,960)	(155,560)
Net Expenditure	38,090	12,320	104,900	0

BUILDING MAINTENANCE

Purpose

Planned repairs are based on a rolling programme of condition surveys, from which is derived a prioritised programme of repairs. In addition, the in-house team deal with reactive repairs and provide an out of hours service.

Additional Information

The Building Maintenance teams are responsible for carrying out the programme of works to keep all Council properties properly maintained.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	171,070	177,940	169,430	165,330
Premises Costs	15,480	10,000	10,000	60,000
Transport Costs	33,842	14,540	27,000	17,220
Supplies & Services	141,087	127,330	153,150	170,660
Sub-Contractor Costs	176,562	155,000	212,360	235,790
Support Service Costs	57,987	56,880	48,420	53,040
Capital Charges	0	0	0	1,300
Total Expenditure	596,028	541,690	620,360	703,340
Recharge Income	(471,371)	(428,000)	(516,300)	(560,300)
Net Expenditure	124,657	113,690	104,060	143,040

MAINTENANCE WORKS

Purpose

The Council is obliged to maintain all properties in its ownership with regard to maintaining the value of the asset, meeting Health & Safety and other legislative requirements and to provide functional buildings that meet the needs of their users. The budget has two principal strands; reactive maintenance deals with repair work that is identified through the year and planned maintenance is scheduled in advance to keep Council properties fully maintained.

Additional Information

The main function is building maintenance, with responsibility for day to day, responsive, cyclical and planned maintenance of the Council's properties. There are some 60 properties, including the main Council offices at Beech Hurst and Duttons Road, leisure facilities, public toilets and directly controlled public halls. All works necessary to repair Council buildings are co-ordinated through this budget.

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Reactive Maintenance	0	300,000	185,820	330,000
Planned / Cyclical Maintenance	0	143,000	86,480	157,300
Total Expenditure	0	443,000	272,300	487,300

BUILDING CLEANING

Purpose

Cleaning is principally provided by in house staff, who are a part of the maintenance team, feeding back vital building condition information.

Additional Information

The team clean the Council offices at Beech Hurst, Andover and Duttons Road, Romsey as well as the operational depots at Portway and Bourne House, and public halls across the Borough.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	82,551	86,490	75,710	87,530
Premises Costs	0	0	50	0
Supplies & Services	19,772	19,180	19,190	19,140
Sub-Contractor Costs	1,316	0	5,170	5,670
Support Service Costs	19,936	19,820	17,600	17,510
Total Expenditure	123,575	125,490	117,720	129,850
Recharge Income	(99,526)	(106,900)	(90,940)	(91,000)
Net Expenditure	24,049	18,590	26,780	38,850

**FINANCE SERVICE
ESTIMATES
2012/13**

FINANCE SERVICE

The Finance Service is managed by the Head of Finance, Accountancy Manager and Financial Services Manager who has responsibility for the council's exchequer functions.

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 why the Service over or under recovers its costs 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. The details of total expenditure and income on these areas are shown on page 106.

Principal Activities	Actuals 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Finance Service	(108,657)	(49,830)	27,560	(46,090)
Net Total Expenditure / (Income)	(108,657)	(49,830)	27,560	(46,090)

SUBJECTIVE SUMMARY

	Actuals 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	709,229	715,690	685,610	699,800
Premises Costs	0	0	70	0
Transport Costs	9,031	7,690	7,040	7,290
Supplies & Services	67,373	70,770	50,300	66,200
Support Service Costs	172,109	173,960	130,770	128,500
Total Expenditure	957,742	968,110	873,790	901,790
<u>Income</u>				
Fees & Charges Income	(365)	(50)	(1,200)	(200)
Recharge Income	(1,066,034)	(1,017,890)	(845,030)	(947,680)
Total Income	(1,066,399)	(1,017,940)	(846,230)	(947,880)
Net Expenditure / (Income)	(108,657)	(49,830)	27,560	(46,090)

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 main exchequer functions of the Council are undertaken by the Financial Services team, which is responsible for debtor, creditor, insurance and car lease functions.

The Financial Services team currently processes approximately 4,000 debtor invoices and 17,000 creditor invoices per annum.

	Actuals 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	709,229	715,690	685,610	699,800
Premises Costs	0	0	70	0
Transport Costs	9,031	7,690	7,040	7,290
Supplies & Services	67,373	70,770	50,300	66,200
Support Service Costs	172,109	173,960	130,770	128,500
Total Expenditure	957,742	968,110	873,790	901,790
<u>Income</u>				
Fees & Charges	(365)	(50)	(1,200)	(200)
Recharge Income	(1,066,034)	(1,017,890)	(845,030)	(947,680)
Total Income	(1,066,399)	(1,017,940)	(846,230)	(947,880)
Net Expenditure / (Income)	(108,657)	(49,830)	27,560	(46,090)

**HOUSING & ENVIRONMENTAL HEALTH
SERVICE ESTIMATES
2012/13**

HOUSING & ENVIRONMENTAL HEALTH SERVICE

Our aim is to safeguard the environmental health of the Borough, to assess local housing needs and secure the provision of affordable homes

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

The Housing teams are responsible for undertaking the Council's statutory housing responsibilities in relation to the housing strategy, private sector housing, disabled facilities grants, housing needs assessment, housing advice and homelessness. These teams are also responsible for administering the Joint Housing Register and our involvement in the cross-boundary choice based lettings scheme called Hampshire Home Choice, and commissioning the provision of new affordable housing developed mainly by housing associations.

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

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

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

HOUSING & ENVIRONMENTAL HEALTH SERVICE

Summary Estimates - by Activity

The net cost of the functions to be undertaken by the Service is estimated at £2.660M in 2012/13. The main reason for the fluctuations in net expenditure is the capital financing cost within Housing Development, as accounting convention dictates that grants made to registered social landlords are shown within the service accounts. This is also the main reason for the decrease in net service expenditure from the 2011/12 original figure of £4.474M to £3.904M in the revised estimate.

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

Principal Activities	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Housing Activities				
General Management	0	(2,520)	50	60
Housing Options	572,768	553,140	575,320	549,910
Housing Development	2,538,489	1,641,590	1,416,340	156,340
Business Support	2	(6,410)	90	(710)
Total - Housing Activities	3,111,259	2,185,800	1,991,800	705,600
Health Activities				
Pest Control	259,397	216,620	237,180	204,450
Out of Hours Service	21,662	24,710	25,480	26,110
Pollution	354,230	348,440	349,940	355,670
Housing Standards	742,962	1,133,090	699,600	804,240
Animal Welfare	163,639	169,230	178,250	188,080
Health Protection	394,324	395,660	421,440	376,120
Total - Health Activities	1,936,214	2,287,750	1,911,890	1,954,670
Net Total Expenditure	5,047,473	4,473,550	3,903,690	2,660,270

SUBJECTIVE SUMMARY

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	1,557,062	1,531,300	1,533,890	1,441,160
Premises Costs	2,923	10,100	11,870	9,320
Transport Costs	67,974	71,350	73,660	76,500
Supplies & Services	279,528	246,220	247,360	214,480
Transfer Payments	184,327	190,000	170,000	170,000
Support Service Costs	1,379,125	1,402,980	1,481,010	1,489,050
Capital Financing	3,410,470	2,319,580	2,148,070	896,770
Total Expenditure	6,881,409	5,771,530	5,665,860	4,297,280
<u>Income</u>				
Fees & Charges Income	(346,924)	(325,430)	(315,270)	(306,610)
Government Grant	(636,969)	(88,000)	(611,560)	(508,000)
Recharge Income	(850,043)	(884,550)	(835,340)	(822,400)
Total Income	(1,833,936)	(1,297,980)	(1,762,170)	(1,637,010)
Net Expenditure	5,047,473	4,473,550	3,903,690	2,660,270

GENERAL MANAGEMENT

Purpose

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

Additional Information

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

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	84,140	81,590	80,670	79,200
Transport Costs	430	500	330	510
Supplies & Services	1,560	1,680	1,370	1,350
Support Service Costs	207,010	218,850	221,250	227,420
Total Expenditure	293,140	302,620	303,620	308,480
Recharge Income	(293,140)	(305,140)	(303,570)	(308,420)
Net Expenditure/ (Income)	0	(2,520)	50	60

HOUSING OPTIONS

Purpose

The Council has a statutory duty to assist those who are homeless or threatened with homelessness under the 1996 Housing Act/Homelessness Act 2002. Furthermore, the Council has a strategic role which includes the identification of housing need and the formulation of strategies to meet that need.

Additional Information

The Housing Options Team administers our involvement in the cross-boundary choice based lettings scheme called Hampshire Home Choice, liaises with the Council's housing association partners and provides nominations when vacancies occur within the affordable housing stock. There are currently 3,460 applicants on the Housing Register including those tenants who need to move to more suitable housing. The Unit makes approximately 450 nominations per year to registered social landlords.

The team also provides a housing advice which is aimed at preventing homelessness. During 2010/11, the Council was required to secure accommodation for 15 homeless households. In addition, the team has helped to prevent homelessness in 306 cases during the same year.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	376,360	364,080	367,390	341,690
Premises Costs	180	5,170	5,390	4,390
Transport Costs	12,901	9,910	15,150	12,040
Supplies & Services	47,120	22,810	33,270	17,020
Transfer Payments	184,327	190,000	170,000	170,000
Support Service Costs	203,958	200,670	222,520	219,460
Capital Financing	49,986	44,580	43,570	43,570
Total Expenditure	874,832	837,220	857,290	808,170
<u>Income</u>				
Fees & Charges Income	(214,278)	(172,720)	(170,610)	(146,900)
Government Grant	(64,426)	(88,000)	(88,000)	(88,000)
Recharge Income	(23,360)	(23,360)	(23,360)	(23,360)
Total Income	(302,064)	(284,080)	(281,970)	(258,260)
Net Expenditure	572,768	553,140	575,320	549,910

HOUSING DEVELOPMENT

Purpose

The Housing Development team co-ordinates the Council's Housing Strategy to meet housing needs in the Borough.

Additional Information

The Council plans to ensure more people in need are housed each year through a range of initiatives including the delivery of a specified number of new affordable homes each year; bringing empty properties back into use wherever possible and working in partnership with other Local Authorities and Housing Associations to develop new affordable rural housing.

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	81,361	84,470	97,540	90,260
Transport Costs	1,243	1,800	1,140	1,840
Supplies & Services	11,496	8,210	7,980	7,990
Support Service Costs	61,050	63,000	71,070	72,140
Capital Financing	2,399,500	1,500,000	1,254,500	0
Total Expenditure	2,554,650	1,657,480	1,432,230	172,230
Recharge Income	(16,161)	(15,890)	(15,890)	(15,890)
Net Expenditure	2,538,489	1,641,590	1,416,340	156,340

BUSINESS SUPPORT

Purpose

The administrative support costs of the Housing teams are centralised and managed by the Senior Business Support Officer.

Additional Information

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

The team provides a mixture of general and specific support, some of which includes; grant administration, FIXIT administration, food premises registration, low risk food inspections, hygiene certificates, street trading consent administration, IT support and service database management.

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	153,836	160,660	137,890	123,530
Premises Costs	325	0	50	0
Transport Costs	3,662	3,200	3,200	2,600
Supplies & Services	54,150	71,420	74,130	67,660
Support Service Costs	220,240	217,160	196,030	198,920
Total Expenditure	432,213	452,440	411,300	392,710
Recharge Income	(432,211)	(458,850)	(411,210)	(393,420)
Net Expenditure/ (Income)	2	(6,410)	90	(710)

PEST CONTROL

Purpose

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

Additional Information

The 2011/12 original estimate shows increased income from the significant amendment to the charging policy for domestic rats and mice treatments by withdrawing free of charge treatments (except to households in receipt of means tested benefits i.e. Housing and/or Council Tax). Furthermore a charge has been applied to advice only visits. A chargeable commercial service is offered to commercial premises within the Borough. Rates and charges for all domestic and commercial treatments have also been increased in line with commercial prices.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	100,985	92,580	91,610	89,550
Premises Costs	2,418	4,930	6,430	4,930
Transport Costs	16,552	23,380	19,290	15,550
Supplies & Services	19,945	20,560	16,020	16,360
Support Service Costs	155,981	160,920	164,830	160,610
Capital Financing	0	0	0	3,200
Total Expenditure	295,881	302,370	298,180	290,200
Fees & Charges Income	(36,484)	(85,750)	(61,000)	(85,750)
Net Expenditure	259,397	216,620	237,180	204,450

OUT OF HOURS SERVICE

Purpose

The Out Of Hours Service is a discretionary service which was set up to provide a timely response, outside of normal office hours, to certain types of problems which may require urgent action.

These problems may include: -

Any situation where there may be an immediate risk to health or the environment.

Serious nuisance problems where an immediate response is warranted.

Serious contravention of environmental health law where an immediate response is warranted.

Additional Information

The service operates using a standby rota which is manned at all times by a duty environmental health officer.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	14,040	15,890	15,450	15,870
Supplies & Services	2,772	3,170	3,030	3,020
Support Service Costs	4,850	5,650	7,000	7,220
Total Expenditure	21,662	24,710	25,480	26,110

POLLUTION

Purpose

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

Additional Information

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

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	241,749	236,450	229,040	228,820
Transport Costs	8,687	7,630	7,700	7,780
Supplies & Services	28,924	17,110	17,410	12,540
Support Service Costs	145,627	145,900	154,440	165,180
Total Expenditure	424,987	407,090	408,590	414,320
<u>Income</u>				
Fees & Charges Income	(37,285)	(33,400)	(33,400)	(33,400)
Recharge Income	(33,472)	(25,250)	(25,250)	(25,250)
Total Income	(70,757)	(58,650)	(58,650)	(58,650)
Net Expenditure	354,230	348,440	349,940	355,670

HOUSING STANDARDS

Purpose

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

Additional Information

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

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

Capital Financing costs represent the element of private sector grant payments that are not financed by the Government's Disabled Facilities Grant. As this expenditure does not increase the value of the Council's assets, the accounting convention is that these costs are shown as part of the cost of the Service. As these costs are met from the Capital Programme, a corresponding credit is made through the Depreciation & Capital Costs account (page 9) before the amount to be raised from Council Tax is calculated.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	150,896	146,390	144,010	141,550
Transport Costs	8,340	8,870	8,620	9,220
Supplies & Services	31,669	35,380	33,110	33,940
Support Service Costs	164,338	168,950	188,420	191,030
Capital Financing	960,984	775,000	850,000	850,000
Total Expenditure	1,316,227	1,134,590	1,224,160	1,225,740
<u>Income</u>				
Fees & Charges Income	(722)	(1,500)	(1,000)	(1,500)
Government Grant	(572,543)	0	(523,560)	(420,000)
Total Income	(573,265)	(1,500)	(524,560)	(421,500)
Net Expenditure	742,962	1,133,090	699,600	804,240

ANIMAL WELFARE

Purpose

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

Additional Information

The team is responsible for dog control throughout the Borough including the seizure of stray dogs and responding to complaints and enquiries regarding nuisances caused by dogs.

Responsibilities also include the provision of advice, education and enforcement of good practice in responsible dog ownership and the inspection and licensing of animal establishments.

The Council has a contractor providing its out of hours stray dog service.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	32,255	32,750	32,400	31,670
Transport Costs	7,374	7,060	9,160	17,810
Supplies & Services	45,876	44,680	43,120	40,220
Support Service Costs	88,858	91,680	101,480	105,320
Total Expenditure	174,363	176,170	186,160	195,020
<u>Income</u>				
Fees & Charges Income	(10,195)	(6,660)	(7,630)	(6,660)
Recharge Income	(529)	(280)	(280)	(280)
Total Income	(10,724)	(6,940)	(7,910)	(6,940)
Net Expenditure	163,639	169,230	178,250	188,080

HEALTH PROTECTION

Purpose

The Health Protection Team is responsible for the enforcement of the legislative controls for food hygiene, food sampling, infectious diseases, health and safety, consent street trading and hairdressing and skin piercing registration. It also oversees the Council's compliance with its duty holder responsibilities under the Health & Safety at Work etc. Act 1974.

Additional Information

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

The provisions of the smoke-free legislation are enforced by members of the Health Protection Team on behalf of the Council. This role includes not only enforcement but the provision of advice to local businesses and the public on the legislation and referrals to a smoking cessation programme.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	321,440	316,440	337,890	299,020
Transport Costs	8,785	9,000	9,070	9,150
Supplies & Services	36,016	21,200	17,920	14,380
Support Service Costs	127,213	130,200	153,970	141,750
Total Expenditure	493,454	476,840	518,850	464,300
<u>Income</u>				
Fees & Charges Income	(47,960)	(25,400)	(41,630)	(32,400)
Recharge Income	(51,170)	(55,780)	(55,780)	(55,780)
Total Income	(99,130)	(81,180)	(97,410)	(88,180)
Net Expenditure	394,324	395,660	421,440	376,120

**I.T. SERVICE
ESTIMATES
2012/13**

I.T. SERVICE

To provide an IT Service which has the vision and capability to support and drive Test Valley Borough Council's activities and ambitions.

The IT Service is integral to supporting all Services across the Council. As well as maintaining existing systems, the service is heavily involved throughout the selection, procurement and implementation processes for all new information based systems.

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

Summary Estimates - by Activity

The main variation between 2011/12 revised and 2012/13 original estimate is that the £48,480 budget for the revenues system support has been transferred into Corporate Services from the Revenues Service.

Principal Activities	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Management Team	(862,702)	(705,270)	(825,980)	(844,820)
Service Desk	(22,325)	24,170	(42,630)	(34,030)
Infrastructure	423,938	409,430	392,950	413,460
Corporate Services	429,856	391,550	382,360	424,800
Net Total Expenditure / (Income)	(31,233)	119,880	(93,300)	(40,590)

SUBJECTIVE SUMMARY

The total expenditure estimate has increased by £60,940 from 2011/12 revised to 2012/13, this is mainly due to the transfer of the Revenues System Support costs from the Revenues Service into the Corporate Services budget in 2012/13. Income estimates have increased by £8,230 over the same period, due to an increase in recharge income.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	889,371	887,190	882,750	863,790
Transport Costs	14,265	13,950	13,560	13,140
Supplies & Services	595,773	612,310	602,360	667,630
Support Service Costs	227,510	226,360	197,750	199,600
Capital Charges	94,197	195,040	109,220	122,420
Total Expenditure	1,821,116	1,934,850	1,805,640	1,866,580
<u>Income</u>				
Other Income	(32,881)	(51,700)	(106,210)	(99,900)
Recharge Income	(1,819,468)	(1,763,270)	(1,792,730)	(1,807,270)
Total Income	(1,852,349)	(1,814,970)	(1,898,940)	(1,907,170)
Net Expenditure / (Income)	(31,233)	119,880	(93,300)	(40,590)

MANAGEMENT TEAM

Purpose

The IT Service management team sets the Council's information and technology strategy, undertakes reporting against targets and goals, and provides administration, procurement and financial planning on IT issues.

Additional Information

As well as its responsibilities managing the ongoing support and maintenance of the Council's IT systems, the team is also responsible for managing the IT Capital Programme under the leadership of the Information and Communications Board.

The key challenge in the foreseeable future is to enhance the efficiency of the Council through appropriate deployment of information based systems. Further infrastructure savings and improvements will be attained through shared service objectives with Winchester City Council.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	327,178	339,950	338,990	331,540
Transport Costs	9,861	9,200	10,080	9,360
Supplies & Services	20,132	31,430	31,490	31,800
Support Service Costs	129,990	132,080	101,730	103,990
Capital Charges	94,197	195,040	109,220	122,420
Total Expenditure	581,358	707,700	591,510	599,110
<u>Income</u>				
Other Income	0	(35,000)	(40,250)	(40,000)
Recharge Income	(1,444,060)	(1,377,970)	(1,377,240)	(1,403,930)
Total Income	(1,444,060)	(1,412,970)	(1,417,490)	(1,443,930)
Net Income	(862,702)	(705,270)	(825,980)	(844,820)

SERVICE DESK

Purpose

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

Additional Information

The Service Desk acts as a first point of contact for users who have issues or requests for service. A state-of-the-art Service Desk system is used to log and manage calls to an agreed Service Level. The team liaises with all third party service and system providers to ensure these agreed service levels are attained.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	144,699	174,290	150,510	159,920
Transport Costs	1,532	2,420	1,070	1,500
Supplies & Services	6,453	7,150	2,730	2,060
Support Service Costs	14,520	14,180	13,970	13,340
Total Expenditure	167,204	198,040	168,280	176,820
<u>Income</u>				
Other Income	(30,659)	(15,000)	(52,040)	(51,980)
Recharge Income	(158,870)	(158,870)	(158,870)	(158,870)
Total Income	(189,529)	(173,870)	(210,910)	(210,850)
Net Expenditure / (Income)	(22,325)	24,170	(42,630)	(34,030)

INFRASTRUCTURE

Purpose

The IT Service provides the core support to all users for the IT systems used by Test Valley and Winchester.

Additional Information

The Infrastructure Team support all aspects of providing computer services from both Councils' servers and network to the desktop terminal. Staff manage desktop hardware and software support, and control and monitor the network and all hardware attached to it. Support is provided for internet and intranet access, the infrastructure underpinning Transformational Government and service improvement initiatives. Leading industry standard technology located in the Councils' computer suites supply business-critical systems to over 1000 desktops at all business locations of Test Valley and Winchester.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	173,489	179,220	168,260	176,370
Transport Costs	1,072	1,560	1,000	1,500
Supplies & Services	239,687	219,200	214,370	226,710
Support Service Costs	9,690	9,450	9,320	8,880
Total Expenditure	423,938	409,430	392,950	413,460

CORPORATE SERVICES

Purpose

Provision and support for central functions within Test Valley, such as the procurement and maintenance of corporate software, and cross-Council services. This will extend over time to encompass shared systems and facilities with Winchester City Council.

Additional Information

All corporate software and systems are funded within the Corporate Services budget, including the Microsoft Office tools, Geographical Information System and document management systems, and the central telephone system.

The department also provides Project Management resources in support of the Council's transformation strategy; website and intranet development; business analysis & central printing services.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	244,005	193,730	224,990	195,960
Transport Costs	1,800	770	1,410	780
Supplies & Services	329,501	354,530	353,770	407,060
Support Service Costs	73,310	70,650	72,730	73,390
Total Expenditure	648,616	619,680	652,900	677,190
<u>Income</u>				
Other Income	(2,222)	(1,700)	(13,920)	(7,920)
Recharge Income	(216,538)	(226,430)	(256,620)	(244,470)
Total Income	(218,760)	(228,130)	(270,540)	(252,390)
Net Expenditure	429,856	391,550	382,360	424,800

**LEGAL & DEMOCRATIC SERVICE
ESTIMATES
2012/13**

LEGAL & DEMOCRATIC SERVICE

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

The Service is also responsible for dealing with requests for information under the Freedom of Information Act 2000 and Data Protection.

The Democratic function is responsible for a variety of duties and is managed by the Head of Administration who has specific responsibility for Council, Cabinet, Committee and Councillor support, emergency planning and business continuity. He is assisted by two managers who are primarily responsible for Electoral Services and Registration & Licensing, with the latter including the maintenance of the statutory register of charges against land within the Borough boundaries.

LEGAL & DEMOCRATIC SERVICE

Summary Estimates - by Activity

The net cost of the functions undertaken by the service has decreased by £104,020 between the 2011/12 revised estimates and the original estimates for 2012/13. The main reason for this is the decrease in cost of the Borough Election shown in 2011/12.

Principal Activities	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Legal				
Legal Function	(3,475)	(7,860)	25,930	23,330
Land Charges	(65,255)	(6,980)	(58,710)	(57,050)
Total - Legal	(68,730)	(14,840)	(32,780)	(33,720)
Democratic				
Democratic Unit	1,490	(6,080)	(56,170)	(55,030)
Council Elections	235,472	341,440	337,260	239,480
Registration of Electors	206,933	204,080	210,960	205,950
Total - Democratic	443,895	539,440	492,050	390,400
Licensing				
Lotteries, Amusements & Gaming Permits	35,630	41,260	37,920	37,390
Alcohol & Entertainment Licensing	(13,634)	(3,530)	(2,870)	(8,770)
Hackney Carriages & Private Hire Vehicles	(23,091)	(13,840)	(16,830)	(11,830)
Total - Licensing	(1,095)	23,890	18,220	16,790
Net Total Expenditure	374,070	548,490	477,490	373,470

SUBJECTIVE SUMMARY

The total expenditure estimate has reduced by £197,080 from the revised 2011/12 estimate to the original 2012/13 estimate. This is due to savings in employee costs and supplies and services. The net expenditure has decreased due to the cost of the Borough Election being included in the 2011/12 revised estimates.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	915,164	883,440	868,000	856,180
Premises Costs	24,323	32,100	21,080	22,100
Transport Costs	14,982	23,380	14,860	8,560
Supplies & Services	441,687	438,850	424,110	243,490
Support Service Costs	599,291	603,080	515,130	515,770
Total Expenditure	1,995,447	1,980,850	1,843,180	1,646,100
<u>Income</u>				
Fees & Charges Income	(717,077)	(515,300)	(513,010)	(425,000)
Recharge Income	(904,300)	(917,060)	(852,680)	(847,630)
Total Income	(1,621,377)	(1,432,360)	(1,365,690)	(1,272,630)
Net Expenditure	374,070	548,490	477,490	373,470

LEGAL FUNCTION

Purpose

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

Additional Information

Advice and expertise provided includes: -

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

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

In addition the Function is responsible for dealing with requests for information under the Freedom of Information Act 2000 and for Data Protection.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	382,862	369,600	366,680	362,140
Transport Costs	2,085	750	1,700	1,810
Supplies & Services	36,049	39,500	38,400	37,830
Support Service Costs	104,217	107,630	108,670	108,250
Total Expenditure	525,213	517,480	515,450	510,030
<u>Income</u>				
Fees & Charges Income	(25,458)	(15,000)	(15,000)	(15,000)
Recharge Income	(503,230)	(510,340)	(474,520)	(471,700)
Total Income	(528,688)	(525,340)	(489,520)	(486,700)
Net Expenditure / (Income)	(3,475)	(7,860)	25,930	23,330

LAND CHARGES

Purpose

The Council has a statutory duty to maintain a register of certain charges against land within its boundaries. A 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 advice from other teams in the Council including Engineers, Building Control, Environmental Health and Development Control, and also from Hampshire County Council.

The level of search fee is set locally and reviewed annually. Search requests are completed on average between 3-4 working days.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	60,934	59,510	48,470	54,510
Transport Costs	526	150	250	250
Supplies & Services	42,015	40,840	50,200	44,790
Support Service Costs	44,670	44,900	40,500	38,900
Total Expenditure	148,145	145,400	139,420	138,450
Fees & Charges Income	(213,400)	(152,380)	(198,130)	(195,500)
Net Income	(65,255)	(6,980)	(58,710)	(57,050)

DEMOCRATIC UNIT

Purpose

The Democratic Unit's main roles are to administer and support the Council, Cabinet, Committee and other Panel meetings, provide support to Members and support the Mayoral Office.

Additional Information

The budget includes the cost of the Head of Administration who provides the strategic management for the Unit and specifically manages the Committee Section. Recharge income represents the cost of carrying out activities related to other council budgets, especially Committee and Councillor Support which is recharged to the Corporate and Democratic Core budget.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	250,405	242,760	237,500	236,140
Transport Costs	1,285	1,900	1,380	1,880
Supplies & Services	10,130	15,670	14,220	14,350
Support Service Costs	100,400	99,400	30,850	30,720
Total Expenditure	362,220	359,730	283,950	283,090
Recharge Income	(360,730)	(365,810)	(340,120)	(338,120)
Net Expenditure / (Income)	1,490	(6,080)	(56,170)	(55,030)

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.

Additional Information

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

A total of 86 polling stations are used together with approximately 230 polling and 170 count staff at a normal local government election. The Police & Crime Commissioner Election will take place on Thursday 15th November 2012.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	116,297	108,780	113,150	103,390
Premises Costs	24,323	32,100	21,080	22,100
Transport Costs	7,654	19,900	7,940	920
Supplies & Services	267,426	264,400	232,410	67,880
Support Service Costs	116,782	117,640	110,390	109,960
Total Expenditure	532,482	542,820	484,970	304,250
<u>Income</u>				
Fees & Charges Income	(294,580)	(198,920)	(145,420)	(62,500)
Recharge Income	(2,430)	(2,460)	(2,290)	(2,270)
Total Income	(297,010)	(201,380)	(147,710)	(64,770)
Net Expenditure	235,472	341,440	337,260	239,480

REGISTRATION OF ELECTORS

Purpose

Updating the Register of Electors is a statutory function that the Council must carry out each year. Forms are sent to the occupiers of all dwellings in September each year and the Register is updated from the information contained within the forms.

Additional Information

Under the provisions of the Representation of the People Act 2000, 'rolling' registration entitles and enables electors to be added and deleted from the Register throughout the year (except during the months of September to November, and immediately prior to an election). Forms are provided at numerous outlets throughout the Borough, including at Testway Housing, and are also available on the Council's website.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	5,810	4,200	5,580	4,070
Transport Costs	2,608	0	3,000	3,000
Supplies & Services	56,779	56,430	63,470	57,350
Support Service Costs	142,950	144,450	139,910	142,530
Total Expenditure	208,147	205,080	211,960	206,950
Fees & Charges Income	(1,214)	(1,000)	(1,000)	(1,000)
Net Expenditure	206,933	204,080	210,960	205,950

LOTTERIES, AMUSEMENT AND GAMING PERMITS

Purpose

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

Additional Information

The Gambling Act 2005 was implemented on 1st September 2007 which 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 140 small lottery registrations. Public houses and similar alcohol licensed premises are automatically entitled to have two gaming machines and are required to merely notify the Council and pay a one-off fee of £50.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employees Costs	8,594	8,440	8,450	8,330
Transport Costs	8	0	10	10
Supplies & Services	118	150	130	140
Support Service Costs	43,730	44,170	41,330	40,910
Total Expenditure	52,450	52,760	49,920	49,390
Fees & Charges Income	(16,820)	(11,500)	(12,000)	(12,000)
Net Expenditure	35,630	41,260	37,920	37,390

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.

The Council assumed its responsibilities in this area from February 2005 taking over the licensing of the sale of alcohol from the Licensing Justices. The Licensing Act also replaced the previous public entertainment, theatre and cinema licensing regimes. 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.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	61,458	62,000	60,540	60,310
Transport Costs	800	630	550	640
Supplies & Services	11,620	5,710	10,680	5,370
Support Service Costs	35,202	33,600	33,080	34,000
Total Expenditure	109,080	101,940	104,850	100,320
<u>Income</u>				
Fees & Charges Income	(91,684)	(74,000)	(78,460)	(80,000)
Recharge Income	(31,030)	(31,470)	(29,260)	(29,090)
Total Income	(122,714)	(105,470)	(107,720)	(109,090)
Net Income	(13,634)	(3,530)	(2,870)	(8,770)

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 Criminal Records Bureau 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 approximately 300 drivers and 75 operators.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	28,804	28,150	27,630	27,290
Transport Costs	16	50	30	50
Supplies & Services	17,550	16,150	14,600	15,780
Support Service Costs	11,340	11,290	10,400	10,500
Total Expenditure	57,710	55,640	52,660	53,620
<u>Income</u>				
Fees & Charges Income	(73,921)	(62,500)	(63,000)	(59,000)
Recharge Income	(6,880)	(6,980)	(6,490)	(6,450)
Total Income	(80,801)	(69,480)	(69,490)	(65,450)
Net Income	(23,091)	(13,840)	(16,830)	(11,830)

**PLANNING & BUILDING SERVICE
ESTIMATES
2012/13**

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.

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

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

Summary Estimates - by Activity

There is an £80,000 pressure included in the 2012/13 original estimate, reflecting the anticipated drop in income levels as a result in the government's delay in implementing the new structure for planning fees. The Development Control & Enforcement revised estimate includes £135,000 for Planning Appeal costs.

Principal Activities	Actual 2010/11	Original Estimate 2011/12	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Development Control & Enforcement	1,440,241	1,326,540	1,569,500	1,358,960
Building Control	99,019	117,830	143,700	85,360
Net Total Expenditure	1,539,260	1,444,370	1,713,200	1,444,320

SUBJECTIVE SUMMARY

The total expenditure estimate has decreased by £154,000 from the revised 2011/12 estimate to the original 2012/13 estimate which is primarily due to a reduction in supplies & services costs. The 2011/12 revised estimate for fees and charges was reduced to reflect the reduction in fee income received during the year, the 2012/13 original estimate has been increased in line with the original guide.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	1,564,305	1,560,680	1,555,880	1,548,190
Premises Costs	861	700	550	500
Transport Costs	44,783	46,140	49,690	50,970
Supplies & Services	324,666	244,640	382,340	236,630
Support Service Costs	999,007	900,270	902,570	900,670
Capital Charges	402	0	0	0
Total Expenditure	2,934,024	2,752,430	2,891,030	2,736,960
<u>Income</u>				
Fees & Charges Income	(1,120,021)	(1,161,400)	(1,031,170)	(1,145,980)
Recharge Income	(274,743)	(146,660)	(146,660)	(146,660)
Total Income	(1,394,764)	(1,308,060)	(1,177,830)	(1,292,640)
Net Total Expenditure	1,539,260	1,444,370	1,713,200	1,444,320

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.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	1,257,657	1,246,530	1,247,430	1,250,230
Premises Costs	861	700	550	500
Transport Costs	20,547	21,300	20,600	21,720
Appeal Costs	92,872	0	135,000	0
Other Supplies & Services	207,190	201,210	201,690	193,490
Support Service Costs	730,892	759,620	786,680	780,420
Capital Charges	402	0	0	0
Total Expenditure	2,310,421	2,229,360	2,391,950	2,246,360
<u>Income</u>				
Fees & Charges Income	(728,760)	(761,400)	(681,030)	(745,980)
Recharge Income	(141,420)	(141,420)	(141,420)	(141,420)
Total Income	(870,180)	(902,820)	(822,450)	(887,400)
Net Expenditure	1,440,241	1,326,540	1,569,500	1,358,960

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 the Building Regulations. The Consultancy is also responsible for dealing with dangerous structures reported to the Council, demolition of building and land drainage issues. These responsibilities are set out in the Building Act 1984 and the Land Drainage Act 1991.

Additional Information

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

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	306,648	314,150	308,450	297,960
Transport Costs	24,236	24,840	29,090	29,250
Supplies & Services	24,604	43,430	45,650	43,140
Support Service Costs	268,115	140,650	115,890	120,250
Total Expenditure	623,603	523,070	499,080	490,600
<u>Income</u>				
Fees & Charges Income	(391,261)	(400,000)	(350,140)	(400,000)
Recharge Income	(133,323)	(5,240)	(5,240)	(5,240)
Total Income	(524,584)	(405,240)	(355,380)	(405,240)
Net Expenditure	99,019	117,830	143,700	85,360

**PLANNING POLICY & TRANSPORT
SERVICE ESTIMATES
2012/13**

PLANNING POLICY & TRANSPORT SERVICE

The Planning, Policy and Transport Service has two main areas of work.

The Planning Policy Team is primarily engaged on the statutory requirements of preparing the Council's planning policies under the Local Development Framework. It also provides advice and guidance on conservation matters, listed buildings, tree preservation orders, archaeology, landscape and climate change.

The Transport Team is responsible for the management of the Council's off-street car parks, the management of on-street parking restrictions, providing advice on planning applications and delivery of transport schemes. It also undertakes the Council's responsibilities for street naming and numbering.

The key challenge for the coming year will be;

- Progressing the Core Strategy Development Plan Document (DPD) and Designations DPD. The intention is to submit the Core Strategy DPD to the Secretary of State in the autumn of 2012
- Continuing to manage the development of the new neighbourhoods in Andover and Romsey
- Working with the community on the delivery of the Localism agenda
- Delivering the transport schemes and traffic management programme funded mainly by developer contributions
- Supporting the development of the Council's aspirations in delivering new facilities/infrastructure to serve the community e.g. Andover Bus Station

All activities within the service form part of the costs of the Planning and Transport Portfolio.

Summary Estimates - by Activity

The main variations between the 2011/12 revised and the 2012/13 original estimates are the removal of the provision for the Concessionary Travel Bus Operator Appeals and the treatment for the Local Development Framework, which is held in a central contingency budget until the revised estimate process each year.

Principal Activities	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Planning Policy				
Planning Policy	791,712	781,340	805,800	793,290
Local Development Framework	41,700	0	81,900	0
Planning Policy Climate Change	(38,553)	6,830	48,340	0
Total - Planning Policy	794,859	788,170	936,040	793,290
Transportation				
Engineering & Transport	128,502	75,210	27,620	80
Highways	159,626	182,980	163,200	172,100
Parking	(1,038,491)	(826,790)	(922,100)	(943,740)
Concessionary Travel	650,452	0	(306,790)	0
Community Transport	67,374	52,000	52,000	52,000
Total - Transportation	(32,537)	(516,600)	(986,070)	(719,560)
Net Total Expenditure	762,322	271,570	(50,030)	73,730

SUBJECTIVE SUMMARY

The total expenditure estimate has increased by £172,280 from the revised 2011/12 estimate to the original 2012/13 estimate. This is due mainly to the removal of the Concessionary Travel Bus Operator Appeal provision within transfer payments. The income over the same period has increased by £48,520 due to an increase in fees and charges income.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	1,351,789	1,335,260	1,313,960	1,302,220
Premises Costs	603,124	520,820	647,550	708,140
Transport Costs	56,903	54,420	58,870	60,450
Supplies & Services	447,665	412,910	576,970	436,510
Transfer Payments	971,919	52,000	(246,650)	52,000
Support Service Costs	641,903	639,230	612,300	611,860
Capital Financing	88,721	137,590	69,940	34,040
Total Expenditure	4,162,024	3,152,230	3,032,940	3,205,220
<u>Income</u>				
Fees & Charges Income	(2,582,067)	(2,351,680)	(2,545,850)	(2,602,510)
Contribution from HCC	(7,890)	0	0	0
Government Grant	(297,729)	0	(8,140)	0
Recharge Income	(512,016)	(528,980)	(528,980)	(528,980)
Total Income	(3,399,702)	(2,880,660)	(3,082,970)	(3,131,490)
Net Total Expenditure/(Income)	762,322	271,570	(50,030)	73,730

PLANNING POLICY

Purpose

The primary purpose of this team is to prepare the statutory Local Development Framework in accordance with Government requirements. The Framework has significance for all of the Council's strategic priorities as well as the Community Plan. The team also prepares guidance for large development sites and leads on transport strategies and initiatives. It provides advice and guidance on the policy aspects of conservation, design, archaeology and landscape. It prepares Tree Preservation Orders and is responsible for dealing with applications for works to trees. The team leads on the implementation of the Council's Sustainability Strategy.

Additional Information

The key challenge for the coming year will be progressing the Local Development Framework, in particular the Core Strategy and Designations DPDs. These documents will set out the vision and broad objectives for development in the Borough for the next 20 years, the policies to deliver them and the local broad locations for development including housing, employment, retail, leisure and transport.

A number of policy initiatives started in 2011/12 and led by the Policy Team should receive Council approval and move forward to the implementation stage in 2012/13 including; the Enhancement of Romsey Waterways, Andover Ring Road Enhancement a Green Infrastructure Strategy Action Plan and Romsey Masterplan.

Within the Borough three new neighbourhoods, at Augusta Park, Picket Twenty (both Andover) and Abbotswood (Romsey) are under construction. The Policy Team lead the officer working group which is co-ordinating the work of the Council in implementing the section 106 agreements. A number of key infrastructure projects will be progressed in 2012/13 e.g. sports and community facilities at the two Andover locations.

Work has commenced on the development of the Council's Community Infrastructure Levy (CIL). In 2012/13 a detailed programme of technical work and consultation on it will be undertaken.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	713,368	710,550	696,290	691,260
Premises Costs	(1,118)	100	100	100
Transport Costs	23,944	21,450	25,650	25,960
Grants	35,374	35,680	35,940	35,940
Other Supplies & Services	76,559	70,420	69,080	67,120
Support Service Costs	214,527	213,680	249,090	243,450
Total Expenditure	1,062,654	1,051,880	1,076,150	1,063,830
<u>Income</u>				
Fees & Charges Income	(1,032)	(630)	(440)	(630)
Recharge Income	(269,910)	(269,910)	(269,910)	(269,910)
Total Income	(270,942)	(270,540)	(270,350)	(270,540)
Net Expenditure	791,712	781,340	805,800	793,290

LOCAL DEVELOPMENT FRAMEWORK

Purpose

The Local Development Framework (LDF) is the process for preparing the Local Development Plan. The LDF will consist of a variety of documents including; Core Strategy, Designation DPDs, Statement of Community Involvement, Local Development Scheme and Supplementary Planning Documents (SPD). An Annual Monitoring Report (AMR) to monitor progress will also be produced.

Additional Information

The intention for 2012/13 is to complete two formal consultation stages for the two DPDs and to have a public inquiry into the Core Strategy and receive the inspectors report. The three Town Access Plans' SPDs are reviewed annually and will be the subject of public consultation on any proposed revisions

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	0	0	1,500	0
Supplies & Services	41,700	0	80,400	0
Total Expenditure	41,700	0	81,900	0

PLANNING POLICY CLIMATE CHANGE

Purpose

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

Additional Information

The Policy Team is undertaking a review of the Council's approach and the existing family of documents. A new Sustainability Strategy is being developed and subject to formal approval would be in place by March 2012 with the agreed actions implemented during 2012/13.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Premises Costs	38	300	340	0
Supplies & Services	4,214	6,530	48,000	0
Total Expenditure	4,252	6,830	48,340	0
<u>Income</u>				
Government Grant	(42,805)	0	0	0
Total Income	(42,805)	0	0	0
Net Expenditure / (Income)	(38,553)	6,830	48,340	0

ENGINEERING AND TRANSPORT

Purpose

The team's principle function is the delivery of; transport schemes in the Borough on behalf of the County Council, the Council's own schemes and projects in the capital programme. The works undertaken for the County Council are fee earning.

The Team is responsible for the maintenance of the Council's public car parks, providing advice to other Services on engineering issues and delivering schemes eg the new all-weather pitch at Charlton Sports Centre.

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

Additional Information

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

The project engineers in the team implement a range of schemes funded from developer contributions and the Council's own Capital Programme.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	341,174	329,590	324,910	321,400
Premises Costs	1,240	600	610	600
Transport Costs	16,597	16,350	16,890	17,090
Supplies & Services	16,260	18,600	19,460	18,930
Support Service Costs	108,980	108,310	61,040	62,040
Capital Financing	73,844	17,150	55,060	19,160
Total Expenditure	558,095	490,600	477,970	439,220
<u>Income</u>				
Fees & Charges Income	(196,213)	(158,430)	(193,390)	(182,180)
Recharge Income	(233,380)	(256,960)	(256,960)	(256,960)
Total Income	(429,593)	(415,390)	(450,350)	(439,140)
Net Expenditure	128,502	75,210	27,620	80

HIGHWAYS

Purpose

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

Additional Information

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

The Agency Arrangement comprises traffic management, highway development control advice throughout the Borough and with on-street parking enforcement for which costs are allocated under the Parking budget. It also includes the feasibility, design, costing, project management and delivery of Capital Schemes.

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Highways: Non-Agency				
<u>Expenditure</u>				
Premises Costs	46,754	46,200	41,200	41,720
Supplies & Services	4,590	0	5,000	0
Support Service Costs	41,180	42,880	42,560	43,890
Total Expenditure	92,524	89,080	88,760	85,610
Fees & Charges Income	(7,750)	(4,500)	(22,000)	(17,000)
Net Expenditure	84,774	84,580	66,760	68,610

HIGHWAYS (Cont.)

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Highways: Agency				
<u>Expenditure</u>				
Premises Costs	131,000	0	136,800	133,800
Supplies & Services	3,658	4,000	4,000	7,000
Support Service Costs	159,996	183,550	181,100	181,370
Total Expenditure	294,654	187,550	321,900	322,170
Fees & Charges Income	(219,802)	(89,150)	(225,460)	(218,680)
Net Expenditure	74,852	98,400	96,440	103,490
Net Expenditure for Highways	159,626	182,980	163,200	172,100

PARKING

Purpose

The Parking team manages the provision of parking spaces to reduce traffic congestion, support town centre vitality and provide revenue to sustain the Council's integrated transport aims and has ISO 9001 accreditation for its procedures.

Additional Information

The primary costs included in the budget are for management, patrolling and maintenance of both the Council's off street pay and display car parks and on street parking restrictions. Currently there are 2649 off street pay & display spaces managed by the Council.

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	297,247	295,120	292,760	289,560
Premises Costs	425,210	473,620	467,000	531,920
Transport Costs	16,362	16,620	16,330	17,400
Supplies & Services	264,639	277,680	315,090	307,520
Support Service Costs	109,170	90,810	78,510	81,110
Capital Financing	14,877	120,440	14,880	14,880
Total Expenditure	1,127,505	1,274,290	1,184,570	1,242,390
<u>Income</u>				
Fees & Charges Income	(2,157,270)	(2,098,970)	(2,104,560)	(2,184,020)
Recharge Income	(8,726)	(2,110)	(2,110)	(2,110)
Total Income	(2,165,996)	(2,101,080)	(2,106,670)	(2,186,130)
Net Income	(1,038,491)	(826,790)	(922,100)	(943,740)

CONCESSIONARY TRAVEL

Purpose

Since the 1st April 2011 the County Council has been responsible for the Concessionary Travel Scheme.

Additional Information

The Revised Estimate for 2011/12 relates to the removal of the bus operator appeal provision and an unexpected reimbursement relating to the final year of the scheme.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Supplies & Services	671	0	0	0
Transfer Payments	904,545	0	(298,650)	0
Support Service Costs	8,050	0	0	0
Total Expenditure	913,266	0	(298,650)	0
<u>Income</u>				
Contribution from HCC	(7,890)	0	0	0
Government Grant	(254,924)	0	(8,140)	0
Total Income	(262,814)	0	(8,140)	0
Net Expenditure/(Income)	650,452	0	(306,790)	0

COMMUNITY TRANSPORT

Purpose

To provide assistance to community based organisations that provide transport options for residents outside of the Concessionary Travel Scheme. The Planning Policy Team provide the lead with respect of 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. The degree of financial support is currently under review.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Transfer Payments	67,374	52,000	52,000	52,000
Net Expenditure	67,374	52,000	52,000	52,000

**REVENUES SERVICE
ESTIMATES
2012/13**

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
- paying the right people, the right amount of benefit at the right time
- preventing and reducing fraud;
- issuing accurate bills and maximising collection rates.

The Revenues Service is responsible for three main areas. These are Customer Service, Housing & Council Tax Benefit and Council Tax & Business Rates. It is a large customer-facing Service, coming into contact with every household and business in the Borough. A large proportion of the work undertaken is a statutory requirement of Local Authorities.

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

The Housing & Council Tax Benefit Unit is responsible for the assessment and payment of benefit in respect of the cost to residents of rent for their homes and Council Tax payments. An important area of work for this Unit is assisting residents to apply for the benefits they are entitled to, serving some of the most vulnerable residents in the Borough. This area of the Service's work is subject to a rigorous performance management framework and significant external inspection.

The Council Tax & Business Rates Unit is responsible for the billing and collection of Council Tax and Business Rates to ensure that the maximum amount is collected to provide funding for local services. This affects every property in the Borough.

The key challenges faced by the Service are; maintaining performance against key indicators; managing resources to respond to increased workloads as a result of the current economic downturn; maintaining collection rates, liaising with external partners ensuring assistance is provided to vulnerable people; implementing various changes to legislation.

The CSU forms part of the Corporate Services Portfolio; remaining service activities contribute to the Economic Portfolio.

REVENUES SERVICE

SUMMARY ESTIMATES

The estimates below are shown net of income (benefit subsidy, fee earning and internal recharges). Net Total Expenditure has reduced by more than £295,000 between the original 2011/12 and original 2012/13 estimates.

Principal Activities	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Head of Revenues	88,259	94,930	95,650	94,000
Local Taxation Services	590,027	586,910	617,970	543,180
Council Tax Benefit Administration	293,695	216,000	180,660	150,110
Benefit Fraud	1,196	95,920	75,260	75,230
Council Tax Benefit	(65,062)	(34,000)	(33,300)	(30,000)
Housing Benefit - Homelessness	20,682	22,000	24,300	25,500
Housing Benefit - Rent Allowances	(75,611)	(88,000)	(141,000)	(145,500)
Housing Benefit - Rent Allowances Administration	160,512	235,730	209,750	180,440
Customer Services Unit	69,841	48,260	11,700	(10,500)
Net Total Expenditure	1,083,539	1,177,750	1,040,990	882,460

SUBJECTIVE SUMMARY

The total expenditure estimate has increased by £1,496,000 from the original 2011/12 estimate to the original 2012/13 estimate. This is due primarily to an anticipated increase in benefits payments made and reduced supplies and services costs. The income estimates have increased by £1,791,000 in the same period which reflects, in the main, the increased subsidy received to meet the additional benefits payments.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	1,981,341	1,986,010	1,928,400	1,950,020
Transport Costs	13,805	16,380	9,810	13,300
Supplies & Services	768,214	816,490	839,080	662,470
Transfer Payments	31,248,835	33,641,000	32,881,500	35,331,500
Support Service Costs	589,245	585,450	581,290	580,880
Capital Charges	46,244	46,240	49,580	49,580
Total Expenditure	34,647,684	37,091,570	36,289,660	38,587,750
<u>Income</u>				
Fees & Charges	(333,702)	(331,900)	(329,030)	(332,530)
Subsidy Income	(32,136,709)	(34,458,600)	(33,776,560)	(36,183,320)
Other Government Grants	(36,564)	(59,600)	(59,620)	(55,850)
Recharge Income	(1,057,170)	(1,063,720)	(1,083,460)	(1,133,590)
Total Income	(33,564,145)	(35,913,820)	(35,248,670)	(37,705,290)
Net Total Expenditure	1,083,539	1,177,750	1,040,990	882,460

HEAD OF REVENUES

Purpose

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

Additional Information

The Head of Revenues post is currently filled on a shared basis with Winchester City Council and the postholder splits her time equally between the two Authorities.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	40,156	40,000	38,000	40,000
Supplies & Services	779	640	4,350	620
Support Service Costs	47,324	54,290	53,300	53,380
Total Expenditure	88,259	94,930	95,650	94,000

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 and Fire Authorities, 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 the uniform business rate set by Central Government from all non-domestic properties in the Borough as notified to the Council by the Valuation Office Agency of HM Revenue and Customs.

Additional Information

This budget covers the administration, billing, collection and enforcement costs regarding Council Tax and Business Rates, together with the cost of providing discretionary rate relief not paid for by Central Government.

Approximately 53,200 properties will be administered, at a cost of £10.21 per property in 2012/13.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	422,002	434,100	467,880	464,160
Transport Costs	2,235	4,300	2,890	4,080
Discretionary Rate Relief	146,685	147,000	145,000	147,000
Other Supplies & Services	235,919	241,460	240,500	166,710
Transfer Payments	287	0	0	0
Support Service Costs	115,879	112,950	113,890	115,440
Total Expenditure	923,007	939,810	970,160	897,390
<u>Income</u>				
Government Grant	0	(21,500)	(23,710)	(22,210)
Fees & Charges Income	(332,980)	(331,400)	(328,480)	(332,000)
Total Income	(332,980)	(352,900)	(352,190)	(354,210)
Net Expenditure	590,027	586,910	617,970	543,180

COUNCIL TAX BENEFIT ADMINISTRATION

Purpose

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

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	366,107	373,720	347,380	344,620
Transport Costs	3,353	3,680	2,150	3,030
Supplies & Services	77,431	91,340	89,400	46,400
Support Service Costs	61,188	61,460	55,160	54,710
Total Expenditure	508,079	530,200	494,090	448,760
<u>Income</u>				
Subsidy Income	(177,820)	(295,800)	(295,830)	(282,160)
Other Government Grant	(36,564)	(18,400)	(17,600)	(16,490)
Total Income	(214,384)	(314,200)	(313,430)	(298,650)
Net Expenditure	293,695	216,000	180,660	150,110

BENEFIT FRAUD

Purpose

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

Additional Information

The Council operates a joint fraud team with Winchester City Council and the costs are shared between the two Authorities. All staff within the joint team are employed by Winchester City Council.

From 2011/12, the subsidy income paid to the Council from the Department for Work & Pensions is shown as income in the cost centres for Council Tax and Housing Benefit administration.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	59,534	78,000	60,590	60,540
Transport Costs	369	200	40	60
Supplies & Services	4,995	4,800	4,290	4,310
Support Service Costs	11,990	14,620	11,220	11,160
Total Expenditure	76,888	97,620	76,140	76,070
<u>Income</u>				
Fees & Charges Income	(722)	(500)	(550)	(530)
Subsidy Income	(74,970)	0	0	0
Other Government Grant	0	(1,200)	(330)	(310)
Total Income	(75,692)	(1,700)	(880)	(840)
Net Expenditure	1,196	95,920	75,260	75,230

COUNCIL TAX BENEFIT

Purpose

The Council has a statutory duty to provide Council Tax Benefit to qualifying residents.

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Council Tax Benefit Paid	5,513,766	5,700,000	5,531,200	5,640,000
Subsidy Income	(5,578,828)	(5,734,000)	(5,564,500)	(5,670,000)
Net Income	(65,062)	(34,000)	(33,300)	(30,000)

HOUSING BENEFIT - HOMELESSNESS

Purpose

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

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Homelessness Benefit Paid	49,485	41,000	44,300	46,500
Subsidy Income	(28,803)	(19,000)	(20,000)	(21,000)
Net Expenditure	20,682	22,000	24,300	25,500

HOUSING BENEFIT - RENT ALLOWANCES

Purpose

The Council provides Housing Benefit to qualifying residents under statutory obligation. The net budget represents the element of providing Housing Benefit to tenants that is borne by the Council and not by the Department for Work & Pensions through the subsidy system.

Additional Information

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

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Bad Debt Provision	116,387	126,000	153,400	137,500
Housing Benefit Rent Allowances	25,685,297	27,900,000	27,306,000	29,645,000
Total Expenditure	25,801,684	28,026,000	27,459,400	29,782,500
Subsidy Income & Recoveries	(25,877,295)	(28,114,000)	(27,600,400)	(29,928,000)
Net Income	(75,611)	(88,000)	(141,000)	(145,500)

HOUSING BENEFIT - RENT ALLOWANCES ADMINISTRATION

Purpose

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

Additional Information

The Subsidy income shown below is the Housing Benefit Subsidy paid by the Department for Work & Pensions for the administration of the Housing Benefit scheme. This is calculated on the caseload of the Council - that is the number of residents receiving Housing Benefit, and attracts different levels of subsidy depending on the type of tenancy and associated complexity.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	390,887	373,800	354,910	352,090
Transport Costs	3,702	3,700	2,190	3,090
Supplies and Services	89,773	101,550	100,090	58,650
Support Service Costs	75,143	70,980	66,370	65,610
Total Expenditure	559,505	550,030	523,560	479,440
<u>Income</u>				
Subsidy Income	(398,993)	(295,800)	(295,830)	(282,160)
Government Grant	0	(18,500)	(17,980)	(16,840)
Total Income	(398,993)	(314,300)	(313,810)	(299,000)
Net Expenditure	160,512	235,730	209,750	180,440

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 an excellent customer experience for everyone contacting the Council.

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
<u>Expenditure</u>				
Employee Costs	702,655	686,390	659,640	688,610
Transport Costs	4,146	4,500	2,540	3,040
Supplies & Services	96,245	103,700	102,050	101,280
Support Service Costs	277,721	271,150	281,350	280,580
Capital Charges	46,244	46,240	49,580	49,580
Total Expenditure	1,127,011	1,111,980	1,095,160	1,123,090
Recharge Income	(1,057,170)	(1,063,720)	(1,083,460)	(1,133,590)
Net Expenditure / (Income)	69,841	48,260	11,700	(10,500)

CAPITAL PROGRAMME
2011/12 - 2013/14

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 Councillors three times a year.

The proposed capital programme for 2012/13 was presented to Cabinet on 15th February 2012 and subsequently approved by Council on 24th February.

Capital expenditure broadly falls under two categories. Firstly is the purchase or material improvement of an asset that will be shown in the Council's asset register. Alternatively, expenditure may be given in grant form to other individuals or organisations to 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 over the three year cycle 2011/12 to 2013/14 is expected to spend £10.629M and will require a draw of £1.362M from capital reserves.

If all capital receipts and expenditure are incurred as shown on the following pages, there will be a deficit of around £4.2M on the capital programme. It is anticipated that this will be eliminated once property prices start to increase and opportunities arise for the Council to sell surplus assets. The costs associated with the current capital programme deficit have been incorporated in the budget pages throughout this book.

GENERAL FUND CAPITAL PROGRAMME AND FINANCING

SUMMARY ESTIMATES

	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
CAPITAL EXPENDITURE					
Asset Management Projects	2,040.5	0.0	864.2	1,176.3	0.0
Community & Leisure	1,720.6	182.3	440.5	1,008.0	89.8
Estates	3,167.6	1,086.2	1,896.4	61.7	123.3
Housing & Environmental Health	2,632.2	Ongoing	850.0	850.0	932.2
I.T.	1,708.8	988.2	146.9	573.7	0.0
Planning Policy & Transport	396.8	35.3	182.3	179.2	0.0
Social Housing	3,504.0	2,249.5	1,254.5	0.0	0.0
Total	15,170.5	4,541.5	5,634.8	3,848.9	1,145.3
CAPITAL FINANCING					
Capital Grants			523.6	420.0	420.0
General Fund Capital Receipts			1,025.0	840.0	2,250.0
Capital Contributions			1,356.1	1,976.8	455.2
Total			2,904.7	3,236.8	3,125.2
Required draw from / (contribution to) Balances			2,730.1	612.1	(1,979.9)
Total Financing			5,634.8	3,848.9	1,145.3

ASSET MANAGEMENT PROJECTS
CAPITAL PROGRAMME

Scheme	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
Land and Property Projects	432.5	Ongoing	51.0	381.5	
Vehicle and Plant Projects	1,472.5	Ongoing	813.2	659.3	
IT Equipment Projects	135.5	Ongoing		135.5	
Total	2,040.5	0.0	864.2	1,176.3	0.0

COMMUNITY & LEISURE
CAPITAL PROGRAMME

Scheme	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
Play Areas - Development of Sites	110.9	Ongoing	20.9	90.0	
Health & Safety - Memorial Headstone Inspection	21.3	16.9	2.0	2.4	
Cemetery Management Software	13.0	10.7		2.3	
River Way Open Space	188.3	96.7	91.6		
Pitch Booking System	12.3	9.0		3.3	
Relocate 'Youth In Romsey'	150.0			150.0	
Resurface All Weather Pitch at Charlton Sports Centre	275.0		275.0		
Grants to Voluntary Organisations	189.8	Ongoing	50.0	50.0	89.8
Refurbishment of King Arthur's Hall and Atholl Court	50.0	49.0	1.0		
Sub total carried forward	1,010.6	182.3	440.5	298.0	89.8

COMMUNITY & LEISURE
CAPITAL PROGRAMME

Scheme	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
Sub total brought forward	1,010.6	182.3	440.5	298.0	89.8
Romsey War Memorial Park Kiosk	160.0			160.0	
Extension of Woodley Cemetery	150.0			150.0	
Extension of Charlton Cemetery	64.0			64.0	
Knightwood Leisure Centre Cycle Track	200.0			200.0	
Lights External Areas	30.0			30.0	
Re-surface Vigo Road car park	21.0			21.0	
Romsey Sports' Centre Adventure Golf	20.0			20.0	
Admirals' Way Open Space Footpath	65.0			65.0	
Total	1,720.6	182.3	440.5	1,008.0	89.8

ESTATES SERVICE
CAPITAL PROGRAMME

Scheme	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
Walworth Enterprise Centre, Re-roof Units	383.9	213.7	170.2		
Works to Plot 47 Unit 3C Walworth Industrial Estate	50.0	48.9	1.1		
Refurbish Walworth Enterprise Centre	70.8	68.8	2.0		
Beech Hurst Power Perfector	28.0		28.0		
Beech Hurst Lighting Upgrade	51.0	26.3	24.7		
St Ann's Hall - Disabled Access and Toilets	53.5		53.5		
Sub total carried forward	637.2	357.7	279.5	0.0	0.0

ESTATES SERVICE
CAPITAL PROGRAMME

Scheme	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
Sub total brought forward	637.2	357.7	279.5	0.0	0.0
Bourne House Purchase & Development	2,075.0	728.5	1,346.5		
Purchase of Property at Portway Business Park	219.2		219.2		
Committee Microphone System	51.2		51.2		
Contribution to Rural Broadband	185.0			61.7	123.3
Total	3,167.6	1,086.2	1,896.4	61.7	123.3

HOUSING & ENVIRONMENTAL HEALTH
CAPITAL PROGRAMME

Scheme	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
Renovations and Minor Works Grants	453.1	Ongoing	150.0	150.0	153.1
Disabled Facilities Grants	2,179.1	Ongoing	700.0	700.0	779.1
Total	2,632.2		850.0	850.0	932.2

I.T. SERVICE
CAPITAL PROGRAMME

Scheme	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
Corporate Electronic Document Management	466.3	430.4	16.5	19.4	
Replace Uninterruptible Power Supplies	75.6	63.2	12.4		
CAPS Licensing Module	27.0	23.3	3.7		
Replacement of Corporate Financial Management System	392.0	345.6		46.4	
Upgrade to IDOX system	23.0	17.3	5.7		
Replace Server Fleet	42.0		32.7	9.3	
Enhanced Internet Platform Resilience	30.0			30.0	
Replace Corporate Telephony System	90.0		10.8	79.2	
Replica Storage Area Network	141.7	108.4	33.3		
Oracle Cluster	30.7		30.7		
Sub total carried forward	1,318.3	988.2	145.8	184.3	0.0

I.T. SERVICE
CAPITAL PROGRAMME

Scheme	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
Sub total brought forward	1,318.3	988.2	145.8	184.3	0.0
Upgrade Email Exchange	35.0			35.0	
Flexible / Remote Working	30.0			30.0	
Sharepoint Server	15.0		1.1	13.9	
Upgrade CCTV Infrastructure	223.5			223.5	
Replacement Backup Solution	60.0			60.0	
Document Management System - Building Control	27.0			27.0	
Total	1,708.8	988.2	146.9	573.7	0.0

PLANNING POLICY & TRANSPORT SERVICE
CAPITAL PROGRAMME

Scheme	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
Integrated Transport Initiative - Town Access Plan	6.0	Ongoing	6.0		
Lee Lane - Closure to Traffic	6.8		6.8		
Small Scale Environmental Improvements	10.0	Ongoing	10.0		
Pay on Foot - Andover Multi Storey Car Park	109.0	5.9	5.0	98.1	
Handheld computers for Car Park Enforcement Officers	32.9	29.4	3.5		
Cycle Route design - Belbins to Romsey	49.1		15.0	34.1	
Test Way Link at Stockbridge	136.0		136.0		
Parking Permit Database	32.0			32.0	
Erection of Salt Barn at Portway Depot	15.0			15.0	
Total	396.8	35.3	182.3	179.2	0.0

SOCIAL HOUSING
CAPITAL PROGRAMME

Scheme	Latest Total Estimated Cost £'000	Total Cost to 31 March 2011 £'000	Revised Estimate 2011/12 £'000	Original Estimate 2012/13 £'000	Original Estimate 2013/14 £'000
<u>Testway Covenant</u>					
Sheep Fair, Andover	359.0	179.5	179.5		
<u>Other Projects</u>					
Spectrum Housing - Picket Twenty	3,145.0	2,070.0	1,075.0		
Total Approved Projects	3,504.0	2,249.5	1,254.5	0.0	0.0
Scheme to be identified	905.0		405.0	500.0	
Total Housing Capital Programme Budget	4,409.0	2,249.5	1,659.5	500.0	0.0

PORTFOLIO REVENUE INFORMATION

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

The current Portfolio holders are:

Portfolio	Portfolio Holder
Leader's	Cllr Carr
Community & Leisure	Cllr Ward
Corporate	Cllr Busk
Economic	Cllr Giddings
Environmental	Cllr Boulton
Housing & Environmental Health	Cllr Mrs Hawke
Planning & Transport	Cllr Hatley

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

PORTFOLIO REVENUE INFORMATION

SUMMARY ESTIMATES

	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Leader's	250,086	285,480	280,010	226,600
Community & Leisure	4,059,823	3,957,810	3,904,010	3,717,990
Corporate	3,668,740	3,895,040	4,068,640	4,050,560
Economic	(3,402,731)	(3,264,960)	(2,962,130)	(3,339,590)
Environmental	4,829,317	4,918,300	4,783,600	4,675,550
Housing & Environmental Health	5,265,423	4,674,680	4,130,400	2,876,110
Planning & Transport	2,301,582	1,715,940	1,663,170	1,518,050
Total - All Portfolios	16,972,240	16,182,290	15,867,700	13,725,270

PORTFOLIO REVENUE INFORMATION

LEADER'S PORTFOLIO	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Chief Executive's Office				
Chief Executive's Office	915,334	839,820	791,240	789,840
Human Resources Service	354,542	370,650	359,220	292,520
Human Resources Function	18,079	38,100	69,770	31,100
Total Expenditure	1,287,955	1,248,570	1,220,230	1,113,460
Corporate & Democratic Core				
Corporate Public Relations, Information & Consultation	131,572	136,650	135,560	129,010
Representing Local Interests	15,600	15,650	10,830	10,810
Other Democratic Activities	167,787	172,940	115,490	113,000
Total Expenditure	314,959	325,240	261,880	252,820
Total Portfolio Expenditure	1,602,914	1,573,810	1,482,110	1,366,280
Service Controlled Income				
Chief Executive's Office	(87,458)	0	0	0
Corporate & Democratic Core	(31,010)	(20,000)	(8,500)	(8,500)
Total Service Controlled Income	(118,468)	(20,000)	(8,500)	(8,500)
Centrally Controlled Income				
Chief Executive's Office	(1,234,360)	(1,268,330)	(1,193,600)	(1,131,180)
Total Centrally Controlled Income	(1,234,360)	(1,268,330)	(1,193,600)	(1,131,180)
Net Revenue Expenditure for LEADER'S PORTFOLIO	250,086	285,480	280,010	226,600

PORTFOLIO REVENUE INFORMATION

COMMUNITY & LEISURE PORTFOLIO	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Community & Leisure				
Management and Support	409,258	397,630	338,320	348,390
Community Leisure Provision	30,000	30,000	29,590	10,000
Managed Sports Facilities	1,201,327	1,113,190	1,183,900	1,086,100
Outdoor Sports Facilities	348,873	327,810	352,820	369,960
Playgrounds	20,332	51,870	49,030	58,760
Sports Development	43,151	45,110	51,290	58,070
Public Health Interventions	207,332	188,540	166,830	89,340
Youth Development	107,144	112,450	99,260	98,680
Community Safety	235,599	251,320	194,600	145,490
Neighbourhood Wardens' Scheme	333,806	370,190	260,750	318,870
Community Development	769,806	701,110	687,700	665,460
Allotments	34,937	0	170	0
Cemeteries	72,202	37,580	78,250	71,430
Urban Parks and Open Spaces	424,459	377,650	370,500	352,070
Grounds Maintenance	129,320	72,370	107,040	91,970
Nature Reserves	114,458	111,900	105,640	97,560
Andover Events Programme	48,607	18,380	35,930	12,030
Andover Museum	107,065	109,680	105,000	96,160
Heritage	60,694	59,880	57,970	54,740
Arts Function	35,816	35,720	71,910	32,620
The Lights	828,848	779,640	868,940	782,440
Total Portfolio Expenditure	5,563,034	5,192,020	5,215,440	4,840,140
Service Controlled Income	(1,035,912)	(758,420)	(894,950)	(695,520)
Centrally Controlled Income	(467,299)	(475,790)	(416,480)	(426,630)
Net Revenue Expenditure for COMMUNITY & LEISURE PORTFOLIO	4,059,823	3,957,810	3,904,010	3,717,990

PORTFOLIO REVENUE INFORMATION

CORPORATE PORTFOLIO	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Corporate & Democratic Core				
Corporate Management	1,595,513	1,521,270	1,484,040	1,522,610
Delivering Public Services Electronically	121,711	128,730	129,030	120,900
Emergency Planning	28,843	32,110	32,220	30,090
Councillors	737,113	742,060	695,380	705,820
Councillor Meetings	462,770	476,650	455,350	459,300
Mayoral Office	101,038	108,870	108,120	107,590
Civic Ceremonies	5,389	6,750	8,690	6,740
Subscriptions	30,511	33,420	29,280	32,400
Allocated Central Overheads	381,036	378,890	379,000	389,030
Non-Distributable Costs	200,572	205,020	836,560	838,560
Total Expenditure	3,664,496	3,633,770	4,157,670	4,213,040
Information Technology				
Management Team	581,358	707,700	591,510	599,110
Service Desk	167,204	198,040	168,280	176,820
Infrastructure	423,939	409,430	392,950	413,460
Corporate Services	648,615	619,680	652,900	677,190
Total Expenditure	1,821,116	1,934,850	1,805,640	1,866,580
Revenues Service				
Customer Services Unit	1,127,011	1,111,980	1,095,160	1,123,090
Total Expenditure	1,127,011	1,111,980	1,095,160	1,123,090
Sub-total Expenditure c/f	6,612,623	6,680,600	7,058,470	7,202,710

PORTFOLIO REVENUE INFORMATION

CORPORATE PORTFOLIO (cont)	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Sub-total Expenditure b/f	6,612,623	6,680,600	7,058,470	7,202,710
Legal & Democratic				
Legal Function	525,213	517,480	515,450	510,030
Land Charges	148,145	145,400	139,420	138,450
Democratic Unit	362,220	359,730	283,950	283,090
Council Elections	532,482	542,820	484,970	304,250
Registration Of Electors	208,147	205,080	211,960	206,950
Lotteries, Amusements & Gaming Permits	52,450	52,760	49,920	49,390
Alcohol & Entertainment Licensing	109,080	101,940	104,850	100,320
Hackney Carriages & Private Hire Vehicles	57,710	55,640	52,660	53,620
Total Expenditure	1,995,447	1,980,850	1,843,180	1,646,100
Total Portfolio Expenditure	8,608,070	8,661,450	8,901,650	8,848,810
Service Controlled Income				
Corporate & Democratic Core	(28,086)	0	(29,560)	(29,500)
Information Technology	(32,881)	(51,700)	(106,210)	(99,900)
Legal & Democratic	(717,077)	(515,300)	(513,010)	(425,000)
Total Service Controlled Income	(778,044)	(567,000)	(648,780)	(554,400)
Centrally Controlled Income				
Corporate & Democratic Core	(380,348)	(455,360)	(455,360)	(455,360)
Information Technology	(1,819,468)	(1,763,270)	(1,792,730)	(1,807,270)
Legal & Democratic	(904,300)	(917,060)	(852,680)	(847,630)
Revenues	(1,057,170)	(1,063,720)	(1,083,460)	(1,133,590)
Total Centrally Controlled Income	(4,161,286)	(4,199,410)	(4,184,230)	(4,243,850)
 Net Revenue Expenditure for CORPORATE PORTFOLIO	 3,668,740	 3,895,040	 4,068,640	 4,050,560

PORTFOLIO REVENUE INFORMATION

ECONOMIC PORTFOLIO	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Estates				
Estates Support Unit	534,094	787,130	781,030	782,570
Andover Market	11,525	12,640	12,610	12,830
Industrial Estate Development	229,677	218,250	344,450	431,770
Union Street	5,310	4,760	7,440	7,770
Chantry Centre	10,110	10,170	9,720	9,680
Corporate Properties	567,153	393,710	408,400	379,800
Economic Development & Promotion	548,300	312,750	472,020	261,420
Promotion of Tourism	119,504	114,020	112,970	92,740
Town Centre Management	79,197	64,560	60,890	65,180
Management				
Christmas Lighting	37,376	21,890	29,880	29,730
Public Conveniences	236,680	204,710	243,970	221,800
Office Accommodation	1,193,927	908,000	922,880	899,290
Depot Costs	284,071	186,930	316,860	155,560
Building Maintenance	596,028	541,690	620,360	703,340
Maintenance Works	0	443,000	272,300	487,300
Building Cleaning	123,575	125,490	117,720	129,850
Total Expenditure	4,576,527	4,349,700	4,733,500	4,670,630
Finance				
Finance Service	957,742	968,110	873,790	901,790
Total Expenditure	957,742	968,110	873,790	901,790
Revenues				
Head Of Revenues	88,259	94,930	95,650	94,000
Local Taxation Services	923,007	939,810	970,160	897,390
Council Tax Benefit Administration	508,079	530,200	494,090	448,760
Benefit Fraud	76,888	97,620	76,140	76,070
Council Tax Benefit	5,513,766	5,700,000	5,531,200	5,640,000
Housing Benefit - Homelessness	49,485	41,000	44,300	46,500
Housing Benefit - Rent Allowances	25,801,684	28,026,000	27,459,400	29,782,500
Housing Benefit - Rent Allowances	559,505	550,030	523,560	479,440
Administration				
Total Expenditure	33,520,673	35,979,590	35,194,500	37,464,660
Sub-total Expenditure c/f	39,054,942	41,297,400	40,801,790	43,037,080

PORTFOLIO REVENUE INFORMATION

ECONOMIC PORTFOLIO (cont)	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Sub-total Expenditure b/f	39,054,942	41,297,400	40,801,790	43,037,080
Service Controlled Income				
Estates	(7,294,321)	(7,175,600)	(7,470,280)	(7,631,290)
Finance	(365)	(50)	(1,200)	(200)
Revenues	(370,270)	(391,500)	(388,650)	(388,380)
Total Service Controlled Income	(7,664,956)	(7,567,150)	(7,860,130)	(8,019,870)
Centrally Controlled Income				
Estates	(1,589,974)	(1,518,720)	(1,282,200)	(1,225,800)
Finance	(1,066,034)	(1,017,890)	(845,030)	(947,680)
Revenues (inc Benefits)	(32,136,709)	(34,458,600)	(33,776,560)	(36,183,320)
Total Centrally Controlled Income	(34,792,717)	(36,995,210)	(35,903,790)	(38,356,800)
 Net Revenue Income for ECONOMIC PORTFOLIO	 (3,402,731)	 (3,264,960)	 (2,962,130)	 (3,339,590)

PORTFOLIO REVENUE INFORMATION

ENVIRONMENTAL PORTFOLIO	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Environmental Service				
Grounds Maintenance	1,886,669	1,902,560	1,901,270	1,920,920
Waste Collection	2,738,911	2,846,170	2,676,930	2,635,820
Garden Waste Collection	366,407	388,000	366,200	325,410
Street Cleansing	1,452,241	1,425,170	1,435,260	1,402,180
Vehicle Workshop (inc Fuel)	807,677	826,200	818,510	860,780
Operational Overheads	107,141	111,760	220,650	236,110
Total Portfolio Expenditure	7,359,046	7,499,860	7,418,820	7,381,220
Service Controlled Income				
Environmental Service	(1,160,523)	(1,265,390)	(1,263,810)	(1,267,010)
Total Service Controlled Income	(1,160,523)	(1,265,390)	(1,263,810)	(1,267,010)
Centrally Controlled Income				
Environmental Service	(1,369,206)	(1,316,170)	(1,371,410)	(1,438,660)
Total Centrally Controlled Income	(1,369,206)	(1,316,170)	(1,371,410)	(1,438,660)
Net Revenue Expenditure for ENVIRONMENTAL PORTFOLIO	4,829,317	4,918,300	4,783,600	4,675,550

PORTFOLIO REVENUE INFORMATION

HOUSING & ENVIRONMENTAL HEALTH PORTFOLIO	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Housing & Environmental Health				
General Management	293,140	302,620	303,620	308,480
Housing Options	874,832	837,220	857,290	808,170
Housing Development	2,554,650	1,657,480	1,432,230	172,230
Business Support	432,213	452,440	411,300	392,710
Pest Control	295,881	302,370	298,180	290,200
Out of Hours Service	21,662	24,710	25,480	26,110
Pollution	424,987	407,090	408,590	414,320
Housing Standards	1,316,227	1,134,590	1,224,160	1,225,740
Animal Welfare	174,363	176,170	186,160	195,020
Health Protection	493,454	476,840	518,850	464,300
Total Expenditure	6,881,409	5,771,530	5,665,860	4,297,280
Estates				
Public Halls	265,511	250,630	263,070	244,220
Total Expenditure	265,511	250,630	263,070	244,220
Total Portfolio Expenditure	7,146,920	6,022,160	5,928,930	4,541,500
Service Controlled Income				
Housing & Environmental Health	(411,350)	(413,430)	(403,270)	(394,610)
Estates	(47,561)	(49,500)	(36,360)	(28,380)
Total Service Controlled Income	(458,911)	(462,930)	(439,630)	(422,990)
Centrally Controlled Income				
Housing & Environmental Health	(1,422,586)	(884,550)	(1,358,900)	(1,242,400)
Total Centrally Controlled Income	(1,422,586)	(884,550)	(1,358,900)	(1,242,400)
Net Revenue Expenditure for HOUSING AND ENVIRONMENTAL HEALTH PORTFOLIO	5,265,423	4,674,680	4,130,400	2,876,110

PORTFOLIO REVENUE INFORMATION

PLANNING AND TRANSPORT PORTFOLIO	Actual 2010/11 £	Original Estimate 2011/12 £	Revised Estimate 2011/12 £	Original Estimate 2012/13 £
Planning & Building				
Development Control & Enforcement	2,310,421	2,229,360	2,391,950	2,246,360
Building Control	623,603	523,070	499,080	490,600
Total Expenditure	2,934,024	2,752,430	2,891,030	2,736,960
Planning Policy & Transport				
Planning Policy	1,062,654	1,051,880	1,076,150	1,063,830
Local Development Framework	41,700	0	81,900	0
Planning Policy Climate Change	4,252	6,830	48,340	0
Engineering & Transport	558,095	490,600	477,970	439,220
Highways	387,178	276,630	410,660	407,780
Parking	1,127,505	1,274,290	1,184,570	1,242,390
Concessionary Travel	913,266	0	(298,650)	0
Community Travel	67,374	52,000	52,000	52,000
Total Expenditure	4,162,024	3,152,230	3,032,940	3,205,220
Total Portfolio Expenditure	7,096,048	5,904,660	5,923,970	5,942,180
Service Controlled Income				
Planning & Building	(1,120,021)	(1,161,400)	(1,031,170)	(1,145,980)
Planning Policy & Transport	(2,887,686)	(2,351,680)	(2,553,990)	(2,602,510)
Total Service Controlled Income	(4,007,707)	(3,513,080)	(3,585,160)	(3,748,490)
Centrally Controlled Income				
Planning & Building	(274,743)	(146,660)	(146,660)	(146,660)
Planning Policy & Transport	(512,016)	(528,980)	(528,980)	(528,980)
Total Centrally Controlled Income	(786,759)	(675,640)	(675,640)	(675,640)
Net Revenue Expenditure for PLANNING AND TRANSPORT PORTFOLIO	2,301,582	1,715,940	1,663,170	1,518,050

COUNCIL TAX RESOLUTION 2012/13

The Test Valley Borough Council as Billing Authority for the Test Valley Borough Council area, on the 24th day of February 2012

Resolved:

- 1 That, having approved the revised revenue estimates for the year 2011/12 and the revenue estimates for the year 2012/13 together with the revised capital programme for the year 2011/12 and the capital programme for the year 2012/13.
- 2 That, for the purposes of Section 35(2)(d) of the Local Government Finance Act 1992 as amended (the Act) the sum of **£319,887** 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 **£319,887** herein specified shall be treated as general expenses. This equates to an amount of £24.03 per Band D Council Tax property.
- 3 That it be noted that, the Head of Revenues, in consultation with the Head of Finance, calculated the Council Tax Base for 2012/13 for the whole Borough area as 46,303 (Item T in the formula in Section 31B of the Act) and, for dwellings in those parts of its area to which a Parish precept relates as per the table below:-

Parish of	Tax Base
Abbots Ann	1,017
Ampfield	752
Ampport	535
Andover	13,312
Appleshaw	286
Ashley	35
Awbridge	345
Barton Stacey	380
Bossington	21
Braishfield	341
Broughton	508
Buckholt	8
Bullington	55
Charlton	818
Chilbolton	539
Chilworth	647
East Dean	92
East Tytherley	92
Enham Alamein	308
Facombe	45
Fyfield	142
Goodworth Clatford	409
Grateley	252
Houghton	203
Hurstbourne Tarrant	385
Kimpton	167
King's Somborne	719
Leckford	52
Linkenholt	27
Little Somborne	31

Parish of	Tax Base
Lockerley	367
Longparish	349
Longstock	214
Melchet Park & Plaitford	130
Michelpersh	398
Monxton	145
Mottisfont	153
Nether Wallop	392
North Baddesley	2,584
Nursling & Rownhams	2,121
Over Wallop	732
Penton Grafton	346
Penton Mewsey	176
Quarley	77
Romsey Extra	1,420
Romsey Town	5,783
Sherfield English	313
Shipton Bellinger	525
Smannell	641
Stockbridge	323
Tangley	289
Thruyton	301
Upper Clatford	661
Valley Park	3,050
Vernham Dean	277
Wellow	1,501
West Tytherley & Frenchmoor	273
Wherwell	239
	46,303

4 That the following amounts be now calculated by the Council for the year 2012/2013 in accordance with Sections 31 to 31B and 34 to 36 of the Act and subsequent regulations: -

- 4(a) **£79,411,800** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts
- 4(b) **£72,384,857** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- 4(c) **£7,026,943** being the amount by which the aggregate at 4(a) above exceeds the aggregate at 4(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its council tax requirement for the year.
- 4(d) **£151.76** being the amount at 4(c) above (Item R), divided by Item T (3 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- 4(e) **£1,405,296** being the aggregate amount of all special items (the amount at 2 above and Parish precepts) referred to in Section 34(1) of the Act.

4(f) **£121.41**

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

4(g) Part of the Council's area,

Parish of	£
Abbotts Ann	142.55
Ampfield	164.78
Amport	142.91
Andover Town	155.29
Appleshaw	152.88
Awbridge	136.48
Barton Stacey	166.37
Braishfield	150.74
Broughton	153.89
Bullington	145.96
Charlton	137.42
Chilbolton	139.96
Chilworth	152.32
East Dean	157.82
East Tytherley	148.70
Enham Alamein	147.06
Fyfield	154.86
Goodworth Clatford	157.29
Grateley	138.08
Houghton	158.36
Hurstbourne Tarrant	146.73
Kimpton	160.33
King's Somborne	164.82
Lockerley	157.32
Longparish	171.55
Longstock	151.78
Melchet Park and Plaitford	144.49
Michelmersham	151.56
Monxton	161.07
Mottisfont	168.24
Nether Wallop	150.75
North Baddesley	153.19
Nursling and Rownhams	147.34
Over Wallop	153.04
Penton Grafton	149.73
Penton Mewsey	155.50
Quarley	150.63
Romsey Extra	143.24
Romsey Town	155.77
Sherfield English	151.76
Shipton Bellinger	161.41
Smannell	139.73
Stockbridge	161.66
Tangley	145.63
Thruxton	153.07

Parish of	£
Upper Clatford	141.49
Valley Park	136.16
Vernham Dean	153.90
Wellow	158.05
West Tytherley and Frenchmoor	149.68
Wherwell	152.79
All other parts of the Council's area	121.41

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 4(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(i) Part of the Council's area

Valuation Bands

Parish of	A £	B £	C £	D £	E £	F £	G £	H £
Abbotts Ann	95.03	110.87	126.71	142.55	174.23	205.91	237.58	285.10
Ampfield	109.85	128.16	146.47	164.78	201.40	238.02	274.63	329.56
Amport	95.27	111.15	127.03	142.91	174.67	206.43	238.18	285.82
Andover Town	103.53	120.78	138.04	155.29	189.80	224.31	258.82	310.58
Appleshaw	101.92	118.91	135.89	152.88	186.85	220.83	254.80	305.76
Awbridge	90.99	106.15	121.32	136.48	166.81	197.14	227.47	272.96
Barton Stacey	110.91	129.40	147.88	166.37	203.34	240.31	277.28	332.74
Braishfield	100.49	117.24	133.99	150.74	184.24	217.74	251.23	301.48
Broughton	102.59	119.69	136.79	153.89	188.09	222.29	256.48	307.78
Bullington	97.31	113.52	129.74	145.96	178.40	210.83	243.27	291.92
Charlton	91.61	106.88	122.15	137.42	167.96	198.50	229.03	274.84
Chilbolton	93.31	108.86	124.41	139.96	171.06	202.16	233.27	279.92
Chilworth	101.55	118.47	135.40	152.32	186.17	220.02	253.87	304.64
East Dean	105.21	122.75	140.28	157.82	192.89	227.96	263.03	315.64
East Tytherley	99.13	115.66	132.18	148.70	181.74	214.79	247.83	297.40
Enham Alamein	98.04	114.38	130.72	147.06	179.74	212.42	245.10	294.12
Fyfield	103.24	120.45	137.65	154.86	189.27	223.69	258.10	309.72
Goodworth Clatford	104.86	122.34	139.81	157.29	192.24	227.20	262.15	314.58
Grateley	92.05	107.40	122.74	138.08	168.76	199.45	230.13	276.16
Houghton	105.57	123.17	140.76	158.36	193.55	228.74	263.93	316.72
Hurstbourne Tarrant	97.82	114.12	130.43	146.73	179.34	211.94	244.55	293.46
Kimpton	106.89	124.70	142.52	160.33	195.96	231.59	267.22	320.66
King's Somborne	109.88	128.19	146.51	164.82	201.45	238.07	274.70	329.64
Lockerley	104.88	122.36	139.84	157.32	192.28	227.24	262.20	314.64
Longparish	114.37	133.43	152.49	171.55	209.67	247.79	285.92	343.10
Longstock	101.19	118.05	134.92	151.78	185.51	219.24	252.97	303.56
Melchet Park & Plaitford	96.33	112.38	128.44	144.49	176.60	208.71	240.82	288.98
Michelmersh	101.04	117.88	134.72	151.56	185.24	218.92	252.60	303.12
Monxton	107.38	125.28	143.17	161.07	196.86	232.66	268.45	322.14
Mottisfont	112.16	130.85	149.55	168.24	205.63	243.01	280.40	336.48
Nether Wallop	100.50	117.25	134.00	150.75	184.25	217.75	251.25	301.50
North Baddesley	102.13	119.15	136.17	153.19	187.23	221.27	255.32	306.38
Nursling & Rownhams	98.23	114.60	130.97	147.34	180.08	212.82	245.57	294.68
Over Wallop	102.03	119.03	136.04	153.04	187.05	221.06	255.07	306.08

	A	B	C	D	E	F	G	H
Parish of	£	£	£	£	£	£	£	£
Penton Grafton	99.82	116.46	133.09	149.73	183.00	216.28	249.55	299.46
Penton Mewsey	103.67	120.94	138.22	155.50	190.06	224.61	259.17	311.00
Quarley	100.42	117.16	133.89	150.63	184.10	217.58	251.05	301.26
Romsey Extra	95.49	111.41	127.32	143.24	175.07	206.90	238.73	286.48
Romsey Town	103.85	121.15	138.46	155.77	190.39	225.00	259.62	311.54
Sherfield English	101.17	118.04	134.90	151.76	185.48	219.21	252.93	303.52
Shipton Bellinger	107.61	125.54	143.48	161.41	197.28	233.15	269.02	322.82
Smannell	93.15	108.68	124.20	139.73	170.78	201.83	232.88	279.46
Stockbridge	107.77	125.74	143.70	161.66	197.58	233.51	269.43	323.32
Tangley	97.09	113.27	129.45	145.63	177.99	210.35	242.72	291.26
Thrupton	102.05	119.05	136.06	153.07	187.09	221.10	255.12	306.14
Upper Clatford	94.33	110.05	125.77	141.49	172.93	204.37	235.82	282.98
Valley Park	90.77	105.90	121.03	136.16	166.42	196.68	226.93	272.32
Vernham Dean	102.60	119.70	136.80	153.90	188.10	222.30	256.50	307.80
Wellow	105.37	122.93	140.49	158.05	193.17	228.29	263.42	316.10
W Tytherley/Frenchmoor	99.79	116.42	133.05	149.68	182.94	216.20	249.47	299.36
Wherwell	101.86	118.84	135.81	152.79	186.74	220.70	254.65	305.58
All other parts of the Council's area	80.94	94.43	107.92	121.41	148.39	175.37	202.35	242.82

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

- 5 That, in accordance with Section 52ZB of the Act, the Council's basic amount of Council Tax for the year 2012/13 is not excessive.
- 6 That the following details in respect of precepting authorities be noted;
 - 6(a) For the year 2012/13 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
£	£	£	£	£	£	£	£
691.92	807.24	922.56	1,037.88	1268.52	1499.16	1,729.80	2075.76

- 6(b) For the year 2012/13 the **Hampshire Police 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
£	£	£	£	£	£	£	£
97.50	113.75	130.00	146.25	178.75	211.25	243.75	292.50

- 6(c) For the year 2012/13 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
£	£	£	£	£	£	£	£
40.92	47.74	54.56	61.38	75.02	88.66	102.30	122.76

- 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 2012/2013 for each of the categories of dwellings shown below: -

Part of the Council's area

Valuation Bands

Parish of	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Abbotts Ann	925.37	1079.60	1233.83	1388.06	1696.52	2004.98	2313.43	2776.12
Ampfield	940.19	1096.89	1253.59	1410.29	1723.69	2037.09	2350.48	2820.58
Amport	925.61	1079.88	1234.15	1388.42	1696.96	2005.50	2314.03	2776.84
Andover Town	933.87	1089.51	1245.16	1400.80	1712.09	2023.38	2334.67	2801.60
Appleshaw	932.26	1087.64	1243.01	1398.39	1709.14	2019.90	2330.65	2796.78
Awbridge	921.33	1074.88	1228.44	1381.99	1689.10	1996.21	2303.32	2763.98
Barton Stacey	941.25	1098.13	1255.00	1411.88	1725.63	2039.38	2353.13	2823.76
Braishfield	930.83	1085.97	1241.11	1396.25	1706.53	2016.81	2327.08	2792.50
Broughton	932.93	1088.42	1243.91	1399.40	1710.38	2021.36	2332.33	2798.80
Bullington	927.65	1082.25	1236.86	1391.47	1700.69	2009.90	2319.12	2782.94
Charlton	921.95	1075.61	1229.27	1382.93	1690.25	1997.57	2304.88	2765.86
Chilbolton	923.65	1077.59	1231.53	1385.47	1693.35	2001.23	2309.12	2770.94
Chilworth	931.89	1087.20	1242.52	1397.83	1708.46	2019.09	2329.72	2795.66
East Dean	935.55	1091.48	1247.40	1403.33	1715.18	2027.03	2338.88	2806.66
East Tytherley	929.47	1084.39	1239.30	1394.21	1704.03	2013.86	2323.68	2788.42
Enham Alamein	928.38	1083.11	1237.84	1392.57	1702.03	2011.49	2320.95	2785.14
Fyfield	933.58	1089.18	1244.77	1400.37	1711.56	2022.76	2333.95	2800.74
Goodworth Clatford	935.20	1091.07	1246.93	1402.80	1714.53	2026.27	2338.00	2805.60
Grateley	922.39	1076.13	1229.86	1383.59	1691.05	1998.52	2305.98	2767.18
Houghton	935.91	1091.90	1247.88	1403.87	1715.84	2027.81	2339.78	2807.74
Hurstbourne Tarrant	928.16	1082.85	1237.55	1392.24	1701.63	2011.01	2320.40	2784.48
Kimpton	937.23	1093.43	1249.64	1405.84	1718.25	2030.66	2343.07	2811.68
King's Somborne	940.22	1096.92	1253.63	1410.33	1723.74	2037.14	2350.55	2820.66
Lockerley	935.22	1091.09	1246.96	1402.83	1714.57	2026.31	2338.05	2805.66
Longparish	944.71	1102.16	1259.61	1417.06	1731.96	2046.86	2361.77	2834.12
Longstock	931.53	1086.78	1242.04	1397.29	1707.80	2018.31	2328.82	2794.58
Melchet Park & Plaitford	926.67	1081.11	1235.56	1390.00	1698.89	2007.78	2316.67	2780.00

	A	B	C	D	E	F	G	H
Parish of	£	£	£	£	£	£	£	£
Michelmersh	931.38	1086.61	1241.84	1397.07	1707.53	2017.99	2328.45	2794.14
Monxton	937.72	1094.01	1250.29	1406.58	1719.15	2031.73	2344.30	2813.16
Mottisfont	942.50	1099.58	1256.67	1413.75	1727.92	2042.08	2356.25	2827.50
Nether Wallop	930.84	1085.98	1241.12	1396.26	1706.54	2016.82	2327.10	2792.52
North Baddesley	932.47	1087.88	1243.29	1398.70	1709.52	2020.34	2331.17	2797.40
Nursling & Rownhams	928.57	1083.33	1238.09	1392.85	1702.37	2011.89	2321.42	2785.70
Over Wallop	932.37	1087.76	1243.16	1398.55	1709.34	2020.13	2330.92	2797.10
Penton Grafton	930.16	1085.19	1240.21	1395.24	1705.29	2015.35	2325.40	2790.48
Penton Mewsey	934.01	1089.67	1245.34	1401.01	1712.35	2023.68	2335.02	2802.02
Quarley	930.76	1085.89	1241.01	1396.14	1706.39	2016.65	2326.90	2792.28
Romsey Extra	925.83	1080.14	1234.44	1388.75	1697.36	2005.97	2314.58	2777.50
Romsey Town	934.19	1089.88	1245.58	1401.28	1712.68	2024.07	2335.47	2802.56
Sherfield English	931.51	1086.77	1242.02	1397.27	1707.77	2018.28	2328.78	2794.54
Shipton Bellinger	937.95	1094.27	1250.60	1406.92	1719.57	2032.22	2344.87	2813.84
Smannell	923.49	1077.41	1231.32	1385.24	1693.07	2000.90	2308.73	2770.48
Stockbridge	938.11	1094.47	1250.82	1407.17	1719.87	2032.58	2345.28	2814.34
Tangley	927.43	1082.00	1236.57	1391.14	1700.28	2009.42	2318.57	2782.28
Thrupton	932.39	1,087.78	1,243.18	1,398.58	1,709.38	2,020.17	2,330.97	2,797.16
Upper Clatford	924.67	1,078.78	1,232.89	1,387.00	1,695.22	2,003.44	2,311.67	2,774.00
Valley Park	921.11	1,074.63	1,228.15	1,381.67	1,688.71	1,995.75	2,302.78	2,763.34
Vernham Dean	932.94	1,088.43	1,243.92	1,399.41	1,710.39	2,021.37	2,332.35	2,798.82
Wellow	935.71	1,091.66	1,247.61	1,403.56	1,715.46	2,027.36	2,339.27	2,807.12
W Tytherley/Frenchmoor	930.13	1,085.15	1,240.17	1,395.19	1,705.23	2,015.27	2,325.32	2,790.38
Wherwell	932.2	1,087.57	1,242.93	1,398.30	1,709.03	2,019.77	2,330.50	2,796.60
All other parts of the Council's area	911.28	1,063.16	1,215.04	1,366.92	1,670.68	1,974.44	2,278.20	2,733.84