

## Notification of Executive Decisions

**Date of Executive Meeting: Tuesday, 20 June 2023**

Below is a summary of the decisions taken by the Executive at its meeting on **Tuesday, 20 June 2023**. It is not the formal record of the meeting, but has been prepared to facilitate the call-in process. The deadline for call-ins is 5pm on Wednesday, 28 June 2023. Matters recommended to the Council for decision are not subject to the call-in process.

The decisions will take effect on Thursday, 29 June 2023, unless the call-in procedure has been triggered. To be triggered, at least two councillors must request the scrutiny of the same decision. If only one councillor calls in a decision, the matter will be placed on the agenda for the next meeting of the appropriate Scrutiny Committee for discussion only.

To request a call-in on any of these matters, please complete and return to the Monitoring Officer the call-in request form (copy attached) or contact the Democratic Services Manager or relevant Democratic Services Officer.

Subject: Complaints Policies

Summary of Decision:

The Executive RESOLVED that, subject to any further changes relating to matters raised at the meeting

- (i) the revised Complaints & Compliments policy, as set out at Annex A to the agenda report, be agreed;
- (ii) the revised Unreasonably, Persistent and Vexatious Communication & Complaints (UPVC) Policy & Procedure as set out at Annex B the agenda report, be agreed;
- (iii) and the revised policies take effect from 1 June 2023.

Subject: Safeguarding Policy

Summary of Decision:

The Executive RESOLVED that the revised Safeguarding Policy and Procedure, as attached at Annex A to the agenda report, be adopted.

Subject: End of Year Performance Report

Summary of Decision:

The Executive RESOLVED to note the End of Year Performance Report, as set out at Annex A to the agenda report.

Subject: Procurement

Summary of Decision:

The Executive RESOLVED that a contract be awarded for the Council's telephony services, as set out in the exempt agenda report.

Date of issue: Wednesday, 21 June 2023

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## CALL-IN REQUEST

A request for a decision of the Executive to be scrutinised by a Scrutiny Committee must be made in writing or by e-mail (preferably using this form). The request must identify the decision and state the reason(s) for requesting the review.

A call-in will be triggered if two or more councillors ask for the same decision to be scrutinised formally. If only one member calls in a decision, the matter will be placed on the agenda for the next programmed meeting of the Committee for discussion.

Unless both the Monitoring Officer and the Chief Executive are satisfied that it must be implemented urgently, the decision which is subject to a call-in shall not be implemented until the call-in procedure has been completed.

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| <b>Date of meeting of the Executive</b>                      | <b>Tuesday, 20 June 2023</b>           |
| <b>Deadline for receipt of call-in request</b>               | <b>5pm on Wednesday, 28 June 2023.</b> |
| <b>Report Heading</b>  |  |
| <b>Decision (or part thereof) which is to be scrutinised</b> |  |
| <b>Element(s) of the decision which cause concern</b>        |  |
| <b>Reason for requesting call-in</b>                         |  |
| <b>Outcome sought</b>  |  |
| <b>Potential witnesses (if any) to be called</b>             |  |
| <b>Signature</b> <i>(if not sent by e-mail)</i>              |  |

*Notice must be given to the Monitoring Officer by 5pm on the fifth working day after the receipt of the summary of the Executive decisions (usually the Wednesday the following week). Please therefore send this notification to the Monitoring Officer ([monitoring.officer@surreyheath.gov.uk](mailto:monitoring.officer@surreyheath.gov.uk)) with a copy to the Democratic Services Manager ([democratic.services@surreyheath.gov.uk](mailto:democratic.services@surreyheath.gov.uk)).*