

## Notification of Executive Decisions

**Date of Executive Meeting: Tuesday, 14 February 2023**

Below is a summary of the decisions taken by the Executive at its meeting on **Tuesday, 14 February 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, 22 February 2023. Matters recommended to the Council for decision are not subject to the call-in process.

The decisions will take effect on Thursday, 23 February 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: Annual Plan 2023/24

Summary of Decision:

The Executive RESOLVED that the Annual Plan 2023/24, as attached at Annex A to the agenda report, be agreed, subject to the approval of the annual budget 2023/24 at Full Council on 22 February 2023.

Subject: Revenue Budget and Medium Term Financial Strategy

Summary of Decision:

The Executive RECOMMENDED to Full Council that the Medium Term Financial Strategy and associated Revenue Budget Estimates covering the period 2023/24 to 2026/27, as set out at the updated Annex A to the agenda report and its appendices, be approved, including:

- (i) approving the 2023/24 budget estimates giving a net cost of services revenue budget for the Council of £17.468 million as shown in the updated Appendix 1 to the Medium Term Financial Strategy;
- (ii) approving the unavoidable service pressures and budget growth of £5.210 million shown in Appendix 1 and in more detail in the updated Appendix 1-1 to the Medium Term Financial Strategy;
- (iii) approving the revenue efficiencies of £2.348 million shown in the updated Appendix 1 and in more detail in Appendix 1-2 to the Medium Term Financial Strategy;

- (iv) approving the recommendation by the Strategic Director Finance and Customer Services (the Council's Section 151 Officer) that a sum of up to £3.500 million of the interest equalisation earmarked reserve be drawn to support the revenue budget over the period of the Medium Term Financial Strategy and provide a sustainable budget for the Council;
- (v) that the Surrey Heath Borough Council element of the annual council tax precept be increased by 2.99% across all Council Tax Bands; and
- (vi) approving the Capital Strategy, Capital programme and Treasury Management Strategy which form part of the Medium Term Financial Strategy.

The Executive RESOLVED to note:

- (i) the forecast level of reserve balances shown at the updated Appendix 4 to the Medium Term Financial Strategy, subject to confirmation once the outturn position for the current financial year (2022/23) is known, to be reported in the revenue outturn report early in the new financial year;
- (ii) the Council Tax base for Surrey Heath Borough Council is 39,613.4 as set at Council on 14 December 2022;
- (iii) the Medium Term Financial Strategy contains a savings target of £1.200 million over the period of the strategy which will be achieved through a combination of further services efficiencies, increases in income and potentially service reductions to be identified through a output-based budget review for all services of the Council and subject to a Star Chamber challenge review that will commence in the summer of 2023; there is also a managed vacancy factor (mvf) of £100,000 built into the budgets as part of the pay settlement agreed by Council;
- (iv) the statement of the Chief Financial Officer (Strategic Director Finance and Customer Services) on the robustness of estimates and sustainability of balances;
- (v) the finance settlement from central Government was debated and finalised through the House of Commons on 8 February 2023. Any material changes from the final settlement will be communicated to the Executive at its meeting and if necessary presented with the budget to Council.

Subject: 2023 Supporting Small Business Relief Scheme

Summary of Decision:

The Executive RESOLVED that the 2023 Supporting Small business Relief Scheme, as set out in Annex A to the agenda report, be adopted.

Subject: Pre-application charging and fast track service for planning applications

Summary of Decision:

The Executive RESOLVED that

- (i) The revised pre-application charging schedule takes effect from 1 April 2023; and
- (ii) A fast-track planning application service, for householder planning applications and applications for certificates of lawfulness, be piloted from 1 April 2023 – 31 December 2023.

Subject: Local Community Project Fund Bids

Summary of Decision:

The Executive RESOLVED that, in line with the CIL bids detailed in Annex 1 to the agenda report

- (i) £6,410 (net) be awarded to Parkside ward for the installation of an additional lamp and column and to replace the 3 lamp heads on the existing columns to LED at Southcote Park, Camberley; and
- (ii) £55,000 (net) be awarded to St Michaels ward for the resurfacing of damaged tarmac pathways at London Road Recreation Ground.

The Executive RECOMMENDED to Full Council that

- (i) £6,410 be added to the Council's Capital Programme for the installation of an additional lamp and column and to replace the 3 lamp heads on the existing columns to LED at Southcote Park, Camberley; and
- (ii) £55,000 be added to the Council's Capital Programme for the resurfacing of damaged tarmac pathways at London Road Recreation Ground.

Subject: Deanside Playground Refurbishment

Summary of Decision:

The Executive RECOMMENDED to Full Council that

- (i) permission be granted to draw down £94,000 from the Section 106 reserve for this development to refurbish the playground at Deanside to ensure the local children can continue to play in a safe and secure space;

- (ii) these funds be added to the capital programme; and
- (iii) authority to spend the contingency budget be delegated to the Strategic Director of Finance & Customer Services in consultation with the Portfolio Holder for Finance and Customer Services.

Subject: Coronation Grant Scheme

Summary of Decision:

The Executive RESOLVED that

- (i) a scheme of small grants (£250 each to a maximum cost to the Council of £8,000) be approved for application to support local communities in marking the Coronation of King Charles III on 7 May 2023;
- (ii) the criteria for the award of grants through the Coronation Grant Scheme be adopted as set out in paragraph 3.2, as amended, of the agenda report; and
- (iii) any unspent monies not allocated through this small grants scheme be returned to the Council.

Subject: Public Realm Task & Finish Group report

Summary of Decision:

The Executive RESOLVED that

- (i) the findings and recommendations of the Task and Finish Group presented to the Performance and Finance Scrutiny Committee on 25 January 2023 be noted; and
- (ii) the recommendations set out at section 2 of the agenda report be approved for adoption by officers when managing significant contracts and projects with a value of £1m or more.

Subject: Executive Working Group notes

Summary of Decision:

The Executive RESOLVED that the Working Group notes be received.

Date of issue: Wednesday, 15 February 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.

<b>Date of meeting of the Executive</b>	<b>Tuesday, 14 February 2023</b>
<b>Deadline for receipt of call-in request</b>	<b>5pm on Wednesday, 22 February 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)).*