

Notification of Executive Decisions

Date of Executive Meeting: Tuesday, 5 December 2023

Below is a summary of the decisions taken by the Executive at its meeting on **Tuesday, 5 December 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, 13 December 2023. Matters recommended to the Council for decision are not subject to the call-in process.

The decisions will take effect on Thursday, 14 December 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: Calculation and setting of the Council Tax Base for 2024/25

Summary of Decision:

The Executive is advised to RESOLVE that

- (i) the calculations of the tax base in Annexes A to F summarised below be noted:

		Band D Equivalent Properties
Bisley		1,665.23
Chobham		2,085.13
Frimley	and	25,194.67
Camberley		
West		2,427.52
End		
Windlesham		8,376.95
Surrey Heath Borough Council		39,749.50

- (ii) in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012, the amount calculated by Surrey Heath Borough Council as its Tax Base for the year 2024/25 shall be **39,749.5** Band 'D' equivalent properties; and
- (iii) with the exception of the amendment to include the disregard of 100% of War Disablement Pensions and War Widow's Pensions in the calculation of income, as recommended to the Council for agreement, no changes

be made to the current Local Council Tax Support Scheme, except as required to incorporate any regulations laid down by the Department for Levelling Up, Housing and Communities.

The Executive RECOMMENDED to Full Council that

- (i) with effect from 1 April 2024 the Empty Homes Premium be set at the maximum levels allowed in the legislation where the property has been empty for 1, 5 or 10 or more years as detailed in paragraph 1.8;
- (ii) the Council Tax Exceptional Hardship Policy remains unchanged for 2024/25, and the fund available be set at £30,000; and
- (iii) the Local Council Tax Support Scheme be amended to disregard 100% of War Disablement Pensions and War Widow's Pensions in the calculation of income with effect from 1 April 2024.

Subject: UK Shared Prosperity Fund Year 3 Projects

Summary of Decision:

The Executive RESOLVED that

- (i) the projects that will be delivered in Year 3 as part of the UK Shared Prosperity Fund, as set out at Annex 1 to the agenda report, be agreed; and
- (ii) authority be delegated to the Head of Property and Economic Development in consultation with the Portfolio Holder for Economic & Income Development and the relevant project Portfolio Holder to make any amendments to the Year 3 project programme should it be necessary, including assessing the project 3 deliverables set out in Annex 1 to the agenda report.

Subject: Youth Council Options

Summary of Decision:

The Executive RESOLVED that:

- (i) officers move forward with work to develop an agreement with the identified provider to re-establish Surrey Heath Youth Council.
- (ii) bring a progress report back to the Executive at the conclusion of the 2023/24 academic year, in Summer 2024, including proposals regarding future funding.

Subject: Acquisition of Property

Summary of Decision:

The Executive RESOLVED that:

- (i) The building identified in the exempt agenda report be acquired for up to the amount identified in the report, excluding costs from the Vendor;
- (ii) A total budget, as identified in the report, including acquisition costs be authorised;
- (iii) authority be delegated to the Head of Property and Economic Development in consultation with the Strategic Director of Finance & Customer Services, the Leader of the Council and the Portfolio Holder for Performance and Finance to agree final terms and enter into contract with vendors; and
- (iv) the acquisition be funded from the existing capital budget.

Date of issue: Wednesday, 6 December 2023

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.

Date of meeting of the Executive	Tuesday, 5 December 2023
Deadline for receipt of call-in request	5pm on Wednesday, 13 December 2023.
Report Heading	
Decision (or part thereof) which is to be scrutinised	
Element(s) of the decision which cause concern	
Reason for requesting call-in	
Outcome sought	
Potential witnesses (if any) to be called	
Signature <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) with a copy to the Democratic Services Manager (democratic.services@surreyheath.gov.uk).