

Decisions taken by the Cabinet on 7 December 2023



Lewes District Council

Notice dated: 07 December 2023

Issued to the chairman, members of the Policy and Performance Advisory Committee and other Councillors for information.

Key decisions will be implemented after the expiry of 3 working days from the date of this notice unless “called-in” under the provisions of the council’s policy and performance advisory procedure rules (see end of document for call-in procedure) or implemented sooner by reason of urgency.

Please refer to the relevant cabinet agenda and reports when reading this notice. The minutes of the meeting of the cabinet containing a full record of the proceedings will be published in due course. To view on-line follow this link to the relevant pages on the council’s website:- <https://democracy.lewes-eastbourne.gov.uk/mgCommitteeDetails.aspx?ID=417>

DECISIONS:

Item No	Matter:	Decision:	Reasons for decision:
8	Draft Medium Term Financial Strategy 2024/25 to 2027/28	<p>(Key decision):</p> <p>(1) To note the updated Medium Term Financial Strategy forecasts and requirement to identify additional savings of £1.08m for the period 2024/25 to 2027/28</p> <p>(2) To note that this forecast significantly depends on government funding settlement announcements and demand for services and pressures upon the council.</p> <p>(3) To note that at this stage a forecast £1.08m of savings are required to balance the 2024/25 budget; and</p>	To provide Cabinet with an update and early sighting of key MTFS and budgetary implications in preparation for the setting of a revenue budget and associated Council tax for the forthcoming financial year by law.

		(4) To note the planned annual review of earmarked reserves which aims to reallocate them in line with the emerging risks.	
9	Revenue & Capital Financial Monitoring Report Quarter 2 2023-24	<p>(Non-key decision):</p> <p>(1) To note the forecast outturn position for 2023-24 and associated risks.</p> <p>(2) To delegate authority to the Director of Finance and Performance and the portfolio holder for finance to apply any budget virements required to effectively manage the overall budget.</p> <p>(3) To note Appendices 1 & 2 to the report.</p>	To update members on the financial position of the Council and ensure that the Authority complies with its financial regulations.
10	Portfolio progress and performance report quarter 2 - 2023-2024	<p>(Non-key decision):</p> <p>To note progress and performance for Quarter 2 2023/24.</p>	To enable Cabinet members to consider specific aspects of the council's progress and performance.
11	Local Council Tax Reduction Scheme 2024/25	<p>Recommended to Full Council (Budget and policy framework):</p> <p>(1) That the 2023/24 Local Council Tax Reduction Scheme is adopted as the 2024/25 scheme.</p> <p>(2) Subject to Full Council adoption of the Scheme, Cabinet grants the Director of Service Delivery delegated authority–</p> <p>(a) to implement the Scheme, such delegated authority to include any measures necessary for</p>	The Council must review the scheme each year and adopt a scheme for the coming financial year.

		<p>or incidental to its management and administration; and</p> <p>(b) if necessary, and in accordance with paragraph 2.3, to amend the Scheme in consultation with the Cabinet Member for Assets and Finance</p> <p>(3) That the Exceptional Hardship Scheme continues in 2024/25 subject to funds being available.</p>	
12	Council Tax Discounts and Premiums	<p>Recommended to Full Council (Budget and policy framework)</p> <p>1. From 1 April 2024</p> <p>(a) The adoption of a standard 0% discount for all Class D chargeable dwellings; and</p> <p>(b) Levying the maximum level of premium i.e.:</p> <ul style="list-style-type: none"> • Premium of 100% for dwellings which are unoccupied and substantially unfurnished (Empty Homes Premium) after 1 years up to 5 years of becoming empty; • Premium of 200% for dwellings which are unoccupied and substantially unfurnished (Empty Homes Premium) between 5 years and up to 10 years; and • Premium of 300% for dwellings which are unoccupied and substantially unfurnished (Empty Homes Premium) for 10 years or more. <p>2. From 1 April 2025</p> <p>(a) The continued application of 0% discount for</p>	<p>(1) To reduce the number of empty homes within the District in line with the Council's Empty Homes Strategy; and</p> <p>(2) To encourage the use of premises as main residences by local residents rather than second homes.</p>

		<p>Class D and Empty Homes premiums at 100% effective when dwellings have been unoccupied and substantially unfurnished for 1 year; and (b) The application of a premium (Second Homes Premium) of 100% for all dwellings that are not one's sole or main residence and which is substantially furnished.</p> <p>3. Exception to premiums</p> <p>Where premiums are to be applied, the Council is mindful of the current consultation by government which recommends exceptions in certain circumstances outlined within the report. Subject to the outcome of that consultation, it is recommended that the Section 151 Officer is given delegated powers to implement the Council's policy on premiums in line with statute, the Council's requirements and any guidance given by the Secretary of State.</p>	
13	Council tax base and non-domestic rate income for 2024/25	<p>(Key decision):</p> <p>(1) To agree the provisional Council Tax Base of 38,538.3 for 2024/25 for the whole area and that the Council Tax Base for each of the Town and Parish areas of the District shall be set out in Appendix 2 of the report.</p> <p>(2) To agree that the Chief Finance Officer, in consultation with the Portfolio Holder for Financial Services, determine the final amounts for the Council Tax Base for 2024/25.</p> <p>(3) To agree that the Chief Finance Officer, in consultation with the Portfolio Holder for Finance, determine net yield from Business Rate income for 2024/25.</p>	Cabinet is required to approve the Tax Base which would be used for the purposes of calculating the 2024/25 Council Tax.

Call-in procedure

Call-in is the procedure whereby a decision of the Cabinet, the Leader or a portfolio holder, or a member or officer with delegated authority (an executive decision), taken but not implemented, may be examined by the Policy and Performance Advisory Committee prior to implementation.

Any Councillor is entitled to submit a request by email setting out the reason why he/she wishes any such decision to be called in by the Policy and Performance Advisory Committee for consideration by a Call-In Panel. The request must be submitted to Democratic Services within three working days of the date of this notice.

Should any request by a councillor be submitted, the Cabinet Officer will then email all members of the Policy and Performance Advisory Committee, advising them of the request for a review.

Members of the Policy and Performance Advisory Committee must decide within two working days if they support the request and if they do, they should email a response to the Committee and Civic Services Manager accordingly. If at least six members of the Committee are in favour of calling in the decision the Chair of the Policy and Performance Advisory Committee will call a Call-In Panel of the Committee within five working days where possible. The number of councillors to serve on a Panel (which shall be politically proportionate except that either the Leader of a political group may decide to offer one of their Group's places to another Group or an Independent member) shall be determined by the Chair with the councillors being nominated by the respective Group Leaders.

The decision of the Cabinet will not be implemented until:

- The time period for call-in has expired and six members of the Policy and Performance Advisory Committee have not stated they are in favour of calling in the decision; or
- A Call-In Panel of the Policy and Performance Advisory Committee considers the matter and resolves not to intervene in the decision of Cabinet; or
- A Call-In Panel of the Policy and Performance Advisory Committee resolves to refer the matter back to Cabinet for further consideration and to take account of any recommendation of the Panel, in which case the Cabinet will reconsider the decision as soon as is reasonably practicable; or

- In the case of any question relating to the budget or policy framework, a Call-In Panel of the Policy and Performance Advisory Committee has reported to the meeting of the Council that will consider the budget or policy framework or any component part of it (if there is insufficient time for the matter to be referred back to the Cabinet).

Once a decision of the Cabinet has been referred to a Call-In Panel of the Policy and Performance Advisory Committee it shall not be subject to further consideration by a Call-In Panel or the Committee itself and shall not again be referred by any individual councillor.

Democratic Services

For any further queries regarding this document or you require any further information please contact Democratic Services.

Email: committees@lewes-eastbourne.gov.uk

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Council Website - <http://www.lewes-eastbourne.gov.uk/>