



**Reigate & Banstead**  
BOROUGH COUNCIL  
Banstead | Horley | Redhill | Reigate

<b>SIGNED OFF BY</b>	Chief Finance Officer
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<b>TO</b>	Executive Council
<b>DATE</b>	Thursday, 1 February 2024 Tuesday, 20 February 2024
<b>EXECUTIVE MEMBER</b>	Deputy Leader and Portfolio Holder for Finance and Governance

<b>KEY DECISION REQUIRED</b>	Y
<b>WARDS AFFECTED</b>	(All Wards);

<b>SUBJECT</b>	Council Tax 2024/2025
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<b>RECOMMENDATIONS</b>
<p>(i) It be noted that on 30 November 2023 the Council calculated:</p> <p>a) the Council Tax base 2023/24 for the whole Council as <b>64,252.3</b> [Item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the “Act”)] and,</p> <p>b) for dwellings in those parts of its area to which a Parish precept relates:</p> <ul style="list-style-type: none"><li>• Horley Town Council <b>11,186.2</b></li><li>• Salfords &amp; Sidlow Parish Council <b>1,453.7</b></li></ul> <p>The ‘tax base’ is the number of Band D equivalent dwellings in a local authority area.</p> <p>Detailed calculations of the Council Tax are set out in Annexes 1, 2 &amp; 3.</p> <p>(ii) Calculate that the Council Tax requirements for the Council’s own purposes for 2024/25 (excluding Parish precepts) is <b>£16,524,407</b></p> <p>(iii) That the following amounts be calculated for the year 2024/25 in accordance with Sections 31 to 36 of the Act:</p>

- a) **£68,428,760** – being the amounts which the Council estimates for the items set out in Section 32(2) of the Act taking into account all precepts issued to it by Parish Councils
- b) **£51,253,593** – being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3) of the Act.
- c) **£17,175,167** – being the amount which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 32(4) of the Act as its Council Tax requirement for the year (item R in the formula in Section 32(4) of the Act).
- d) **£267.31** – being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year (including Parish Precepts).
- e) **£650,760** - being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix).
- f) **£257.18** - being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by item T (1(a) 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.

g) Horley Town Council	<b>£311.18</b>
Salfords & Sidlow Parish Council	<b>£289.28</b>

Being the amounts given by adding to the amount at 3(f) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council, in accordance with Section 34(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.

- (iv) It be noted that the figures in the attached Appendix being the amounts given by multiplying the amounts at 3(f) and 3(g) above by the number which, in the proportions 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 dwellings listed in different valuation bands.
- (v) Having calculated the aggregate in each case of the amounts 1 to 5, above, the Council, in accordance with Section 30(2) of the Act, hereby sets the amounts of Council Tax for the year 2024/25 for each of the categories of dwellings shown in Annex 3.
- (vi) It be noted that for the year 2024/25 Surrey County Council and Surrey Police and Crime Commissioner have not yet stated amounts in precepts issued to the Council, in accordance with Section 40 of the Act, for each of the categories of dwellings shown in Appendix 2.

(vii) Authorise the Chief Finance Officer to make any amendments to the Council Tax demands as might prove necessary as the result of changes to the estimated demands issued by preceptors on the Council's Collection Fund.

## **REASONS FOR RECOMMENDATIONS**

The *Local Government Finance Act 1992* sets out the requirement for local authorities to set a budget for the next financial year. This report provides the information to fulfil that requirement. Under the Constitution the Executive considers a proposed budget and Council Tax, before then making a recommendation on the appropriate level of Council Tax to full Council. Following consideration, Council may then authorise the budget and Council Tax.

## **EXECUTIVE SUMMARY**

This report will enable this Council to collect Council Tax for 2024/25 on behalf of itself and its precepting bodies.

At the time of writing the final precepts from Surrey County Council and Surrey Police and Crime Commissioner are not finalised. They are holding their budget setting meetings in early February. All information relating to the precepts presented in this report is based on the latest available estimates, for illustrative purposes, and may therefore be subject to change.

**Recommendations 1-7 are subject to approval by the Council.**

## **STATUTORY POWERS**

1. The Local Government Finance Act 1992 (the Act) sets out the requirement for local authorities to set a budget for the next financial year. The full Council of the authority is formally required to approve the budget and for Council Tax to be levied. Under the Council's Constitution the Executive considers a proposed budget and Council Tax, in order to make a recommendation on the appropriate level of Council Tax to the full Council.

## **BACKGROUND**

2. Reigate & Banstead Borough Council, in common with other District and Borough Councils, acts as a Council Tax collection agent for other organisations, known as "preceptors", on the Council's Collection Fund. Reigate & Banstead's preceptors are Surrey County Council, Surrey Police, Horley Town Council and Salfords and Sidlow Parish Council. The majority of Council Tax paid by residents of the borough is collected on behalf of these precepting authorities.

## **KEY INFORMATION**

3. The purpose of this report is to propose the technical recommendations which Council will need in order to comply with the Act and set a legally compliant budget.

4. Annex 1 sets out, in accordance with the legislation, the calculation of the Borough's and the Parish/Town Councils' basic amounts of tax. That is, the taxes for a Band D property.
5. The calculations below have been based on the assumption that the Executive will recommend a budget at that level for acceptance by Council. Any changes by the Executive will, of course, be incorporated into the recommendation to Council in February.
6. Salfords and Sidlow Parish Council set their budget on 11 December 2023 based upon an amount of £32.10 for a Band D dwelling which is an increase of £2.38 for a Band D dwelling.
7. Horley Town Council set their budget on 12 December 2023 based upon an amount of £54.00 for a Band D dwelling which is an increase of £6.24 for a Band D dwelling.
8. Reigate and Banstead Borough Council's proposed annual Band D Council Tax rates are as follows:
  - £257.18 (or £4.95 per week) in non-parished areas (i.e. the Borough's Council Tax)
  - £311.18 (or £5.98 per week) in the Horley Town Council area
  - £289.28 (or £5.56 per week) in the Salfords and Sidlow Parish Council area.
9. The Council has previously decided to treat all its expenditure as a general expense on the whole of the Borough and not to designate any special expense areas (for example, for parish/town Council areas) (minute no. 5(i)(5), page 623 1993/94 refers). All residents therefore pay the same basic amount for borough services for a Band D property, subject to statutory exemptions, reliefs and discounts.
10. Surrey County Council is due to set its budget on 6 February 2024. For the purposes of this report a 3.99% increase in their council tax rate has been assumed. This equates to a Band D Council Tax of £1,741.92 The calculations in Tables 1, 2 and 3 are illustrative only, in order to show what the Band D Council Tax might look like. The Executive is recommended to authorise the Chief Finance Officer to make such amendments as are necessary to this report in order to reflect the final demand from the County Council in the report to Council on 20 February 2024.
11. Surrey Police & Crime Commissioner is due to set its budget on 2 February 2024. For the purposes of this report a £13.00 increase in their council tax rate has been assumed. This equates to a Band D Council Tax of £323.57. The calculations in Tables 1, 2 and 3 are illustrative only, in order to show what the Band D Council Tax might look like. The Executive is recommended to authorise the Chief Finance Officer to make such amendments as are necessary to this report in order to reflect the final demand from the Surrey Police in the budget report to Council on 20 February 2024.
12. The 2024/25 Council Tax for each area of the Borough is as detailed in Annexes 1, 2 and 3.

<b>Table 1: Analysis of Council Tax by Preceptor</b>		
Authority	£	% share
Surrey County Council <sup>1</sup>	111,922,366	74.67%
Surrey Police & Crime Commissioner <sup>1</sup>	20,790,117	13.87%
Reigate & Banstead Borough Council	16,524,407	11.03%
Horley Town Council	604,096	0.40%
Salfords & Sidlow Parish Council	46,664	0.03%
	<b>149,887,650</b>	<b>100.00%</b>

<b>Table 2: Analysis of Council Tax Changes by Preceptor</b>				
Authority	2023/24 Band D £	2024/25 Band D £	Increase	
			£	%
Surrey County Council <sup>1</sup>	1,675.08	1,741.92	66.84	3.99
Surrey Police & Crime Commissioner <sup>1</sup>	310.57	323.57	13.00	4.19
Reigate & Banstead Borough Council	249.71	257.18	7.47	2.99
Horley Town Council	47.76	54.00	6.24	13.07
Salfords & Sidlow Parish Council	29.72	32.10	2.38	8.01
	<b>2,312.84</b>	<b>2,408.77</b>	<b>95.93</b>	<b>4.15%</b>

<b>Table 3 Amount payable Band D</b>			
Area	Borough and Parish Services £	County and Police Services £	Total Payable at Band D £
Horley Town Council	311.18	2,065.49	2,376.67
Salfords and Sidlow Parish Council	289.28	2,065.49	2,354.77
Rest of Borough	257.18	2,065.49	2,322.67

## OPTIONS

13. The 2024/25 budget is based on a recommended Council Tax rise of £7.47 (2.99%) increase. A decision to adopt a different council tax will require revision of the budget proposals. The budget has to be approved by Council by March 2024.

## LEGAL IMPLICATIONS

14. The legal implications of this report are fully covered in the statutory powers section.

## FINANCIAL IMPLICATIONS

15. The financial implications of this report are set out in the report.

**EQUALITIES IMPLICATIONS**

16. These are covered in the Budget 2024/25 report elsewhere on the agenda

**COMMUNICATION IMPLICATIONS**

17. These are covered in the Budget 2024/25 report elsewhere on the agenda

**RISK MANAGEMENT CONSIDERATIONS**

18. These are covered in the Budget 2024/25 report elsewhere on the agenda

**CONSULTATION**

19. The approach to consultation is covered in the Budget 2024/25 report elsewhere on the agenda

**POLICY FRAMEWORK**

20. Approval of the Budget and determination of the Council Tax is a function of full Council under the Council's constitution (Article 4.12)

**BACKGROUND PAPERS**

*Council Tax Base 2024/25, report to Council, 30 November 2023*  
*Budget 2024/25, Executive, 1 February 2024*