

Decision Pathway – Report



PURPOSE: Key decision

MEETING: Cabinet

DATE: 05 December 2023

TITLE	Council Tax Base 2024/25		
Ward(s)	City Wide.		
Author: Denise Murray	Job title: Director of Finance		
Cabinet lead: Cllr Craig Cheney - Cabinet member for Finance, Governance, Property and Culture	Executive Director lead: Stephen Peacock – Chief Executive		
Proposal origin: BCC Staff			
Decision maker: Cabinet Member Decision forum: Cabinet			
Purpose of Report: 1. To recommend the Council Tax Base for 2024/25 for approval at Full Council.			
Evidence Base: 1. Bristol City Council has the power in statute to raise a tax on households in its area to pay for the provision of local services. It is designated as the Billing Authority for the area. This means that it is responsible for levying a council tax to meet its own demands and to meet the precepts of other authorities in the area. The major precepting bodies are Avon Police and Crime Commissioner and Avon Fire Authority. 2. Section 67 of the Local Government Finance Act 1992 (as amended) requires the Council to determine its tax base for council tax purposes each year. Properties are recorded in eight national bands by value (A to H) as determined the Valuation Office agency. Band H taxpayers pay twice as much as those in Band D and three times as much as those in Band A. The number of properties is expressed as a number of Band D equivalent properties. 3. In accordance with Regulations the Authority must set a tax base for council tax purposes and notify major precepting bodies by 31 January each year. 4. The calculation has been prepared in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012 which came into force on 30 November 2012. In October each year. DLUHC requires a snapshot, which is based on the number of properties, of the Tax Base at a specified date in October, net of exemptions, reductions and discounts. This is known as the CTB1 return. A copy of the return for October 2023 is attached as Appendix A to this report. This calculates the number of chargeable properties in the City. Adjustments are then made for discounts and exemptions including those for the Council Tax Reduction Scheme (CTRS). 5. This report anticipates a continued improvement in collection rates during 2024/25. As a result, the number of Band D equivalent properties, net of exemptions, reductions, and discounts, in 2024/25 is 134,752 which is a 3.93% increase on the adjusted base for 2023/24.			
Cabinet Member / Officer Recommendations: 1. Approve the report and calculated amount as set out in the report and refer to Full Council for approval.			

Corporate Strategy alignment: 1. Managing our local tax income well is aligned to the being an effective development organisation. By having good governance and sound financial management of our tax income ensures we deliver good value for money and maximises resources available to deliver all other corporate strategy objectives.
City Benefits: 1. Council Tax provides the largest proportion of income to the Council to provide all services. There are various exemptions, discounts, and reductions available to ensure those who aren't able to pay receive the help they need.
Consultation Details: N/A
Background Documents: N/A

Revenue Cost	£ NIL	Source of Revenue Funding	General Fund
Capital Cost	£ NIL	Source of Capital Funding	N/A
One off cost <input type="checkbox"/>	Ongoing cost <input type="checkbox"/>	Saving Proposal <input type="checkbox"/>	Income generation proposal <input type="checkbox"/>

Required information to be completed by Financial/Legal/ICT/ HR partners:		
1. Finance Advice: The Council Tax Base is calculated based on data extracted from the CTB1 return completed in mid-October. This is then adjusted for fluctuations in both the housing market and the estimated effect of levels of Council Tax Support, discounts, and exemptions. The impact of each of these is set out in detail in the report. The adjusted tax base of 134,752 in Appendix 1 represents an increase of 3.93% on the adjusted base when compared with 2023/24.		
Finance Business Partner: Tony Whitlock 8/11/2023		
2. Legal Advice: The tax base calculations for 2024/25 set out in this report comply with the Local Authorities (Calculation of Council tax base) Regulations 2012. The report will enable the Council to meet the requirement under the Local Government Finance Act 1992 (as amended) to determine the Council Tax base by no later than 31st January in the preceding financial year.		
Legal Team Leader: Husinara Jones – Solicitor/Team Manager 8/11/23		
3. Implications on IT: No IT implications		
IT Team Leader: Alex Simpson – Lead Enterprise Architect 8/11/23		
4. HR Advice: No HR implications		
HR Partner: James Brereton – Head of HR 8/11/23		
EDM Sign-off	Denise Murray – Director of Finance	10 November 2023
Cabinet Member sign-off	Cllr Craig Cheney	15 November 2023
For Key Decisions - Mayor's Office sign-off	Mayor's Office	15 November 2023

Appendix A – Further essential background / detail on the proposal	YES
Appendix B – Details of consultation carried out - internal and external	NO
Appendix C – Summary of any engagement with scrutiny	NO

Appendix D – Risk assessment	NO
Appendix E – Equalities screening / impact assessment of proposal	NO
Appendix F – Eco-impact screening/ impact assessment of proposal	NO
Appendix G – Financial Advice	YES
Appendix H – Legal Advice	YES
Appendix I – Exempt Information	No
Appendix J – HR advice	YES
Appendix K – ICT	NO
Appendix L – Procurement	NO