



Statement of decisions made at a meeting of the **Executive**

Meeting date: **19 November 2020**

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Final date for Call-in under Overview & Scrutiny Procedure Rule 15: **1 December 2020**

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ITEM

4 COMMERCIAL STRATEGY

RESOLVED:

1. The Executive approves the Commercial Strategy: Part 1 as set out in Annex 1 of the report.
2. The Executive supports the ongoing development of Part 2 of the Commercial Strategy and notes that this will be brought to a future Executive meeting for approval.

Reason for decision:

Having an approved Commercial Strategy will ensure that the Council takes commercial decisions in a clear, consistent and effective way, and in a manner consistent with corporate objectives and its statutory responsibility to promote economic, environmental and social wellbeing in the borough.

Alternative options:

1. Approve the Commercial Strategy included at Annex 1 to the report. This option is recommended. Having an up-to-date strategy in place will ensure clarity and transparency about what the Council is seeking to achieve through its commercial activity, and the processes and governance that it will put in place to achieve these things. It will ensure that clear agreed parameters are in place to inform the ongoing development of Part 2 of the strategy, minimising the risk of potentially abortive work.
2. Not approve the Commercial Strategy included at Annex 1 to the report. This option

is not recommended. Reigate & Banstead 2025 commits the Council to having a commercial strategy in place to inform its income generation activities. Delay to the approval of the strategy will constrain or delay the Council's ability to progress with commercial activity, which will impact on the longer-term financial sustainability of the organisation.

Lead officer:

Commercial and Investment Director

5 APPOINTMENT TO OUTSIDE BODIES 2020/21

RESOLVED:

1. To appoint the following Members as representatives to serve on outside bodies:
 - Councillor Kelly, Age Concern (Merstham, Redhill and Reigate)
 - Councillor Sinden (as Deputy/Substitute), Age Concern (Merstham, Redhill and Reigate)
 - Councillor Horwood, Borough of Reigate and Banstead Arts Council
 - Councillor Horwood, Gatwick Airport Consultative Committee (GATCOM) & GATCOM Steering Group
 - Councillor Absalom, Surrey Hills Board
 - Councillor McKenna (as Deputy/Substitute), Surrey Hills Boardfor the periods listed in Annexe 1 of the report.
2. To note the vacancies, set out in Annexe 1 of the report, for the Discretionary Relief Panel, Horley Town Management Group, YMCA East Surrey Children and Young People's Advisory Group, and YMCA East Surrey Health and Wellbeing Advisory Group.

Reason for decision:

To ensure that the Council is represented on a range of organisations and bodies working with the community and Borough.

Alternative options:

1. Appoint any combination of nominees listed within the schedule at Annexe 1 to the report. This is recommended to ensure that the Council remains represented on a range of organisations and bodies working with the community and Borough.
2. Ask officers to seek new nominations. This is not recommended where the number of nominees already exceeds the number of vacancies, as this would delay the appointment of representatives.
3. Not to appoint any representatives. This is not recommended as it would:
 - harm the reputation of the Council; and
 - lead to a loss of engagement with local community stakeholders and regional and national organisations with whom the Council shares a mutual interest in supporting and delivering public services for residents.

Lead officer:

Head of Legal and Governance

6 SERVICE & FINANCIAL PLANNING 2021/2022

RESOLVED:

1. That the national and local policy context (Annex 1 to the report) be noted.
2. That the service proposals set out in the report which seek to respond to this context and deliver our corporate priorities, be endorsed.
3. That the draft business plans for 2021/22 to 2023/24 be approved, and that Heads of Service be authorised to finalise the plans for their service areas, in consultation with the relevant Portfolio Holders.
4. That the following be approved for consultation under the Council's budget and policy framework:
 - a. Medium Term Financial Plan Summary (Annex 2 to the report)
 - b. Revenue Budget Savings and Additional Income proposals totalling (£2.094) million (Annex 3 to the report)
 - c. Revenue Budget Growth proposals totalling £0.812 million (Annex 3 to the report)
 - d. Forecast ongoing income budget pressures in 2021/22 as a consequence of the COVID-19 pandemic totalling £1.610 million (Annex 2 to the report)
 - e. Capital Programme Growth and Reprofiling proposals resulting in a net reduction in the five-year Capital Programme of (£0.286) million (Annex 4 to the report)
 - f. Revenue Reserve Balances at 1 April 2020 of £35.391 million (Annex 6.1 to the report)
5. That the Fees & Charges Policy (Annex 5 to the report) be approved.
6. That the Reserves Policy (Annex 6.2 to the report) be approved.
7. That the Medium Term Financial Plan forecast for 2022/23 onwards (Annex 2 to the report) and proposed actions to address the forecast revenue budget gap be noted.
8. That the modified housing benefit schemes, whereby prescribed war disablement pensions and war widow's pensions are disregarded, be continued.
9. That the Executive recommends to the Council the adoption of a new council tax policy to apply a 300% council premium for properties that have been empty for more than 10 years with effect from 1 April 2021.

Reason for decision:

To ensure that the Council continues to plan and manage its resources well, deliver high standards of service and meet the aims and objectives of its corporate plan for 2020-2025 (resolution 1 to 7) and to ensure that council tax and housing benefits policy supports delivery of Council objectives (resolution 8 and 9).

Alternative options:

In relation to recommendations 1 to 7:

- a) Approve the proposed budget and financial planning changes set out within the

report, for consultation under the terms of the Constitution. This option is recommended for approval, to ensure that our service and financial plans are agreed in good time to adopt a balanced budget for 2021/22.

- b) Only approve some of the proposed budget and financial planning changes set out within the report, for consultation under the terms of the Constitution. This option is not recommended, as it would undermine the service plans and would present a budget gap for 2021/22.
- c) Reject the proposed budget and financial planning changes set out within the report, and request that further work be undertaken to develop new proposals for consultation under the terms of the Constitution. This option is not recommended as it would delay the budget consultation process, undermine service planning and leave the Council and risk of failing to adopt a balanced budget for 2021/22.

In relation to recommendation 8:

- a) To continue the modification.
- b) To reject the recommended continued application of the modification.

In relation to recommendation 9:

- a) To adopt the proposed premium of 300% for properties that have been empty for more than 10 years.
- b) To reject the recommended premium of 300% for properties that have been empty for more than 10 years.

Lead officer:

Interim Head of Finance

7 TREASURY MANAGEMENT HALF YEAR REPORT 2020/2021

RESOLVED:

To note the Treasury Management Performance for the year to date and note the updated prudential indicators.

Reason for decision:

To confirm compliance with the requirements of the regulatory framework for treasury management. The Council is required to receive and approve, as a minimum, three treasury reports each year, which incorporate relevant policies, estimates and actuals:

- (i) Prudential and Treasury Indicators and Treasury Strategy – sets the framework for treasury management activities in the following financial year. The Treasury Management Strategy and Performance Indicators for 2020/21 were previously approved by the Chief Executive under Section 4 of the Constitution, as approved by the Mayor who authorised this under Section 4.5 of the Constitution (Urgent Decision-Making) due to the COVID-19 restrictions.
- (ii) Half-Year Treasury Management Report – updates Members on the current borrowing and investment position, whilst amending prudential indicators and revising policies where necessary. The report presented to this meeting of the Executive.
- (iii) Annual Treasury Management Outturn Report – a backward-looking review focussing on the previous year's performance. The outturn report for 2019/20 was reported to Executive on 28 July 2020 and approved by Council on 24 September 2020 however several of the figures were at a draft stage at that time so Appendix 2 to the report contains an updated outturn report with figures consistent with the draft accounts.

Alternative options:

1. Note the report and recommend its approval by Council.
2. Note the report but ask officers to provide more detail on specific issues contained in the report before it can be submitted to Council for approval.
3. Reject the report. This would result in non-compliance with the Treasury Management Code of practice and associated regulations.

Lead officer:

Interim Head of Finance

8 COUNCIL TAX BASE 2021/22

RESOLVED:

1. That Executive approve a Council Tax Base for 2021/22 for the purpose of setting the Collection Fund budget of 61,354.3 Band D equivalents, this being a net increase in the Tax Base on 2020/21 of 0.37% after allowing for growth of 1.56% and an increase in local concessionary tax support as a result of COVID 19.
2. That Executive delegate authority to the Chief Financial Officer in consultation with the Deputy Leader and Portfolio Holder for Finance to make further adjustments to the final tax base where necessary to reflect any changes in the underlying assumptions and report the outcome to Executive in January.

Reason for decision:

The Tax Base has to be determined for the following financial year before 31 January each year and reported to the Ministry of Housing, Communities and Local Government and precepting authorities. This is in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992. The Council's Constitution requires that the Council Tax Base shall be approved by the Full Council.

The ongoing uncertainties arising from the COVID-19 pandemic mean that there is a requirement to build in more flexibility in forecasting the council tax base for 2021/22. This requirement is to allow for late changes in forecasts for factors such as the number of claims for council tax support and for new homes in the borough.

Alternative options:

See report.

Lead officer:

Interim Head of Finance

9 DELEGATED AUTHORITY TO ENFORCE LEGAL PROVISIONS RELATING TO CORONAVIRUS, MADE UNDER THE PUBLIC HEALTH (CONTROL OF DISEASE) ACT 1984, INCLUDING ALL ASSOCIATED AND SUBSEQUENT REGULATIONS

RESOLVED:

To note the Decision made by the Leader of the Council on 12 November 2020 to authorise the Head of Service with responsibility for Environmental Health to exercise the Council's powers, duties and functions with regard to all current and future legal provisions relating to Coronavirus that the Council is designated to enforce.

Reason for decision:

To note the decision and relevant delegated authority.

Alternative options:

1. To note the decision of the Leader made on 12 November 2020, and the subsequent delegated authority.
2. To request additional information before noting the decision of the Leader made on 12 November 2020.

Lead officer:

Head of Neighbourhood Operations