

# Agenda

## Executive

Thursday, 24 June 2021 at 7.30 pm

New Council Chamber, Town Hall, Reigate



This meeting will take place in accordance with Government guidance, the Executive will assemble at the Town Hall, Reigate. Members of the public, Officers, and Visiting Members should attend remotely.



Members of the public may observe the proceedings live on the Council's [website](#).

### Members:

#### M. A. Brunt (Leader)

T. Schofield

T. Archer

R. H. Ashford

R. Biggs

N. J. Bramhall

E. Humphreys

V. H. Lewanski

C. M. Neame

K. Sachdeva

**Mari Roberts-Wood**  
Interim Head of Paid Service

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

- 1. Apologies for absence**  
To receive any apologies for absence.
- 2. Minutes** (Pages 5 - 14)  
To approve the Minutes of the meeting of the Executive held on 25 March 2021.
- 3. Declarations of interest**  
To receive any declarations of interest.
- 4. Reigate & Banstead 2025 Annual Report 2020/21** (Pages 15 - 58)  
Executive Member for Corporate Policy and Resources.
- 5. Local Character and Distinctiveness Design Guide Supplementary Planning Document** (Pages 59 - 244)  
Executive Member for Planning Policy and Place Delivery
- 6. Fees and Charges Policy for Licenced Mobile Home Sites** (Pages 245 - 268)  
Executive Member for Neighbourhood Services.
- 7. Appointments to the Board of the Banstead Common Conservators** (Pages 269 - 272)  
Executive Member for Neighbourhood Services.  
*(Exempt documents enclosed at Agenda Item 12)*
- 8. Quarter 4 2020/21 Performance Report** (Pages 273 - 318)  
Deputy Leader and Executive Member for Finance and Governance; and the Executive Member for Corporate Policy and Resources.
- 9. Risk management - Quarter 4 2020/21** (Pages 319 - 336)  
Executive Member for Corporate Policy and Resources.
- 10. Statements**  
To receive any statements from the Leader of the Council, Members of the Executive or the Interim Head of Paid Service.

## **11. Any other urgent business**

To consider any item(s) which, in the opinion of the Chairman, should be considered as a matter of urgency – Local Government Act 1972, Section 100B(4)(b).

(Note: Urgent business must be submitted in writing but may be supplemented by an oral report).

## **12. Exempt business**

(Pages 337 - 352)

RECOMMENDED that members of the Press and public be excluded from the meeting for the following item of business under Section 100A(4) of the Local Government Act 1972 on the grounds that:

- (i) it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act; and
- (ii) the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

*Exempt documents relating to Agenda Items 7 and 9*



### **Our meetings**

As we would all appreciate, our meetings will be conducted in a spirit of mutual respect and trust, working together for the benefit of our Community and the Council, and in accordance with our Member Code of Conduct. Courtesy will be shown to all those taking part.



### **Streaming of meetings**

Meetings are broadcast live on the internet and are available to view online for six months. A recording is retained for six years after the meeting. In attending any meeting, you are recognising that you may be filmed and consent to the live stream being broadcast online, and available for others to view.



### **Accessibility**

The Council's agenda and minutes are provided in English. However, the Council also embraces its duty to anticipate the need to provide documents in different formats, such as audio, large print or in other languages. The Council will provide such formats where a need is identified prior to publication or on request.



**Notice is given** of the intention to hold any part of this meeting in private for consideration of any reports containing "exempt" information, which will be marked accordingly.