



Reigate and Banstead Borough Council

Statement of Decisions made at a meeting of the Executive on Thursday, 24 June 2021

Published: 29 June 2021

The following decisions were made by the Executive at its meeting on **Thursday, 24 June 2021**. These decisions will come into force on **7 July 2021**. A decision by the Executive may be called-in (in accordance with Procedure Rule 5.14 of the Council's Constitution) by **6 July 2021**. Should you have any queries about any decision that has been made, contact should be made in the first instance to Democratic Services at democratic@reigate-banstead.gov.uk. Any declaration of interest made by any member of the Executive is shown below.

	Item	Reason for Decision:	Alternative options:	Lead officer:
4	<p>Reigate & Banstead 2025 Annual Report 2020/21</p> <p>RESOLVED that the Executive:</p> <ol style="list-style-type: none"> Notes the Reigate & Banstead 2025 Annual Report for 2020/21, and Notes the Equality Objectives Progress Reports for 2020/21. 	<p>The Reigate & Banstead 2025 Annual Report and the Equality Objectives Progress Report are key tools for the assessment of the Council's progress towards its corporate plan and equalities objectives.</p> <p>Consideration and noting of these reports, and consideration by the Executive of any observations by the Overview & Scrutiny Committee, will support effective awareness of the work of the Council, its challenges and successes, and thereby help inform and steer the Council's future actions towards most effectively benefiting the borough and its residents.</p>	<p>Recommendation 1: To note the Reigate & Banstead 2025 Annual Report for 2020/21</p> <p>a. Option 1: Note the Reigate & Banstead 2025 Annual Report for 2020/21. This is the recommended action as it will support the effective awareness of the Council's progress towards its corporate plan objectives and inform the effective future action of the Council.</p> <p>b. Option 2: Do not note the Reigate & Banstead 2025 Annual Report for 2020/21. This not the recommended action as it will not support the effective awareness of the Council's</p>	<p>Head of Corporate Policy</p>

	Item	Reason for Decision:	Alternative options:	Lead officer:
			<p>progress towards its corporate plan objectives and will not inform the effective future action of the Council.</p> <p>Recommendation 2: To note the Equality Objectives Progress Report for 2020/21</p> <p>a. Option 1: Note the Equality Objectives Progress Report for 2020/21. This is the recommended action as it will support the effective awareness of the Council's progress towards its equalities objectives and inform the future work of the Council towards meeting its equality obligations.</p> <p>b. Option 2: Do not note the Equality Objectives Progress Report for 2020/21. This is not the recommended action as it will not support the effective awareness of the Council's progress towards its equalities objectives and will not inform the future work of the Council towards meeting its equality obligations.</p>	

	Item	Reason for Decision:	Alternative options:	Lead officer:
5	<p>Local Character and Distinctiveness Design Guide Supplementary Planning Document</p> <p>RESOLVED that the Executive:</p> <ol style="list-style-type: none"> 1. Adopts the Local Character and Distinctiveness Design Guide Supplementary Planning Document (SPD); 2. Revokes the Local Distinctiveness Design Guide Supplementary Planning Guidance (SPG) 2004. 	<p>Following adoption of the DMP in 2019 and changes to national policy and guidance, the 2004 Local Distinctiveness Design Guide SPG has been revised to reflect the changes to the national and local policy background and more recent development trends and issues in the borough. The Local Character and Distinctiveness Design Guide SPD will provide up to date guidance to assist developers in preparing planning applications.</p> <p>On adoption of the revised SPD, the 2004 SPG will require formal revocation as stipulated by the Local Planning Regulations.</p>	<p>Recommendation 1: The Executive adopt the Local Character and Distinctiveness Design Guide Supplementary Planning Document (SPD).</p> <ol style="list-style-type: none"> a. Option 1: Adopt the SPD. This option is recommended as it would enable the Council to have up-to-date guidance to provide clarity and certainty for developers, the Council's Development Management Team, and the public. b. Option 2: Do not adopt the SPD. This option is not recommended as Regulation 8(3) of the Local Planning Regulations requires that SPDs /SPGs must not conflict with the adopted development plan. <p>Recommendation 2: The Executive revoke the Local Distinctiveness Design Guide Supplementary Planning Guidance (SPG) 2004</p> <ol style="list-style-type: none"> a. Option 1: Revoke the SPG. This option is recommended as the current SPG conflicts with the adopted development plan. b. Option 2: Do not revoke the SPG. This option is not recommended as the current SPG conflicts with the adopted development plan. 	Head of Planning

	Item	Reason for Decision:	Alternative options:	Lead officer:
6	<p>Fees and Charges Policy for Licenced Mobile Home Sites</p> <p>RESOLVED that the Executive:</p> <ol style="list-style-type: none"> 1. Approve the Fees and Charges Policy for Licenced Mobile Home Sites provided as Annex 1. 2. Approve the additions to the Officer Scheme of Delegation contained within the Council's Constitution, as set out in Annex 2 in relation to Section 5 (Housing and Other Residential Accommodation) to go to Council. 	<p>A documented and published Fees and Charges Policy is required before the Council can introduce fees for the licensing of mobile home sites. This covers both site licensing activities and the operation of the Fit and Proper Person register of site operators.</p> <p>The Officer Scheme of Delegation needs to be kept up-to-date and for that purpose it is necessary to add some newly introduced legislation to ensure that all necessary enforcement powers available under the legislation can be utilised.</p>	<p>a) Agree the recommendations to adopt the Fees and Charges Policy for Licenced Mobile Home Sites and to add the legislation outlined above to the Council's Scheme of Delegation, as set out in the Annexes. This is the recommended option.</p> <p>b) Make amendments to the Annexes and then agree the recommendations as set out in the revised Annexes.</p> <p>c) Do not agree the recommendations. This will prevent the Council from being able to recover the cost of licensing mobile home sites and enforcing the Fit and Proper Person provisions and is therefore not recommended.</p>	Director of Place

	Item	Reason for Decision:	Alternative options:	Lead officer:
7	<p>Appointments to the Board of the Banstead Common Conservators</p> <p>RESOLVED that the Executive:</p> <ol style="list-style-type: none"> 1. Appoint Mr Broad and Mr Mill as the two representatives, for the period to May 2024, to fill positions that have come to the end of their term on the Banstead Commons Conservators, after considering their applications under Exempt business. 	<p>To ensure that positions on the Board of the Banstead Commons Conservators are suitably filled.</p>	<p>Option 1: The Executive have the authority to appoint a nominated person.</p> <p>Option 2: The Executive may ask officers to seek new nominations.</p>	<p>Head of Legal and Governance</p>

	Item	Reason for Decision:	Alternative options:	Lead officer:
8	<p>Quarter 4 2020/21 Performance Report</p> <p>RESOLVED that the Executive:</p> <ol style="list-style-type: none"> 1. Notes Key Performance Indicator performance for Q4 2020/21 as detailed in the report and annex 1; 2. Notes the Revenue budget outturn for 2020/21 as detailed in the report and at Annex 2 and approve the recommended budget carry-forwards to 2021/22; 3. Notes the Capital Programme outturn for 2020/21 as detailed in the report and at Annex 3; 4. Notes the forecast year-end Revenue Reserves position; including the new Reserves that have been established to manage COVID-19 funds. 	<p>For the Council's performance to be reviewed and for appropriate KPI reporting and budget monitoring arrangements to be in place.</p>	<p>Option 1: Note Q4 2020/21 KPI and Budget performance and approve the recommended budget carry-forwards.</p> <p>Option 2: Note Q4 2020/21 KPI and Budget performance and reject the recommended budget carry-forwards or request additional information on them.</p>	<p>Interim Head of Finance</p> <p>Head of Corporate Policy</p>

	Item	Reason for Decision:	Alternative options:	Lead officer:
9	<p>Risk management - Quarter 4 2020/21</p> <p>RESOLVED that the Executive:</p> <ol style="list-style-type: none"> 1. Note the Q4 update on risk management provided by the report and associated annexes 2. Approve the closure of the strategic risk on 'Partner Public Sector Funding Decisions' (SR4) as detailed in the report and in Annex 2. 	<p>The Audit Committee and Executive's constitutional responsibilities require them to receive regular updates on risk management.</p>	<p>Option 1: note this report and endorse the closure of the strategic risk on Partner Public Sector Funding Decisions (SR4). This is the recommended option.</p> <p>Option 2: note this report and not endorse the closure of the strategic risk on Partner Public Sector Funding Decisions (SR4).</p>	<p>Head of Corporate Policy</p>