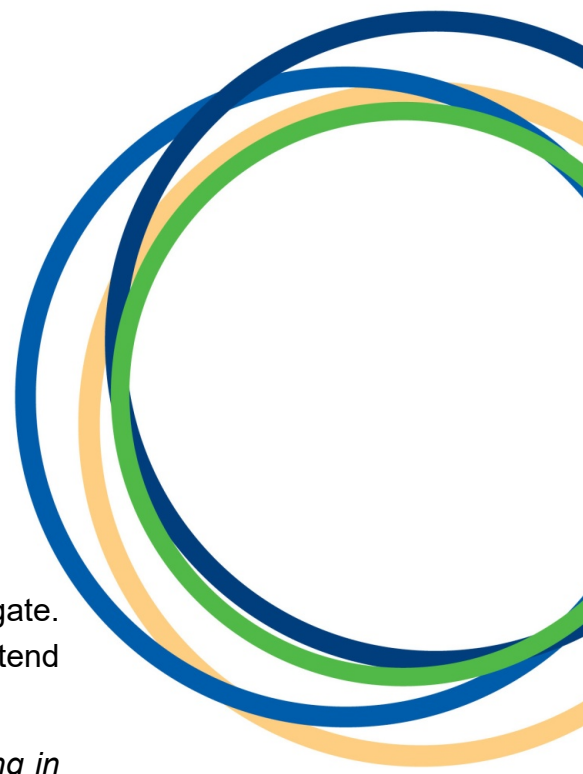


Agenda

Council



Thursday, 7 April 2022 at 7.30 pm

New Council Chamber, Town Hall, Reigate



Members will assemble at the Town Hall, Reigate. Members of the public and Officers should attend remotely.

It is recommended that you wear a face covering in the chamber, except when you are seated. Please be considerate of others' personal space and sanitise your hands regularly.



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

Members of Reigate and Banstead Borough Council are respectfully summoned to attend a meeting of the Borough Council on Thursday 7 April 2022 at 7:30 p.m.

Prior to the commencement of the meeting, prayers will be said by the Mayor's Chaplain

Mari Roberts-Wood
Head of Paid Service

For enquiries regarding this agenda;

Contact: 01737 276182

Email: democratic@reigate-banstead.gov.uk

Published 30 March 2022

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

1. Minutes (Pages 5 - 12)

To sign the Minutes of the meeting of the Council held on 10 February 2022.

2. Apologies for absence

To receive any apologies for absence.

3. Declarations of interest

To receive any declarations of interest.

4. Urgent business

To consider any urgent business.

5. Public questions (Pages 13 - 16)

To consider any questions received from members of the public under Council Procedure Rule 2.14.

6. Questions by Members (To Follow)

To consider any questions received from Members of the Council under Council Procedure Rule 2.15.

7. Recommendations (Pages 17 - 18)

To receive and consider the recommendations of the Council's Executive, committees and sub-committees, including:

Audit Committee meeting held on 15th March 2022

- Minute 43 – Audit Committee Annual Report 2021/22

Overview and Scrutiny Committee meeting held on 17th March 2022

- Minute 80 – Overview and Scrutiny Annual Report 2021/22 *(to follow)*

Executive meeting held on 24th March 2022

- Minute 78 – Treasury Management Strategy 2022/23 *(to follow)*

8. Report of the Council's Independent Remuneration Panel on Members' Allowances for 2022/23 (Pages 19 - 32)

To receive the Report and Recommendations of the Independent Remuneration Panel.

9. Overview and Scrutiny Committee Work Programme 2022/23 (Pages 33 - 40)

To agree an Overview and Scrutiny Committee Work Programme for 2022/23.

10. Motion: Retrofitting insulation (Pages 41 - 42)

Councillor Booton will move and Councillor Essex will second the motion.

11. Statements

To receive any statement from the Leader of the Council, Members of the Executive, Chairmen of Committees or the Head of Paid Service.

12. Leader's announcements

To receive any announcements by the Leader of the Council.

13. Mayor's announcements

To receive any announcements from the Mayor.



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.

This page is intentionally left blank

Minutes of a meeting of the **Council** held at the **New Council Chamber, Town Hall, Reigate** on **Thursday, 10 February 2022 at 7.30 pm.**

Present: Councillors R. S. Turner (Deputy Mayor), T. Schofield (Deputy Leader), G. Adamson, T. Archer, R. H. Ashford, J. Baker, R. Biggs, M. S. Blacker, N. J. Bramhall, G. Buttironi, Z. Cooper, P. Chandler, M. Elbourne, J. C. S. Essex, R. J. Feeney, P. Harp, R. Harper, N. D. Harrison, J. Hudson, E. Humphreys, S. A. Kulka, A. King, J. P. King, V. H. Lewanski, A. M. Lynch, S. McKenna, R. Michalowski, N. C. Moses, C. M. Neame, S. Parnall, J. E. Philpott, S. Sinden, C. Stevens, M. Tary, S. T. Walsh and C. T. H. Whinney

Attended remotely: Councillors J. Booton, A. C. J. Horwood and D. Torra

Passing of former Councillors Stephen Bramhall and Maureen Gates

The Mayor expressed sadness that two former councillors Stephen Bramhall and Maureen Gates had recently passed away.

Stephen Bramhall served the borough from 2008 until 2016; and Maureen Gates from 1998 until 2004.

56 Minutes

RESOLVED that the Minutes of the meeting of Council held on 2nd December 2021 be approved as a correct record and signed.

57 Apologies for absence

Apologies for absence were received from Councillors Ritter and Sachdeva.

58 Declarations of interest

There were none.

59 Urgent business

There was none.

60 Public questions

Agenda Item 1

Council, Thursday, 10th February, 2022

Joanna Barnett asked a question about ecology surveys at the Horley Business Park site. A response was given by Councillor Tim Archer, Executive Member for Investment and Companies, in accordance with Council procedure rule 2.14.

Note: For more information on responses to Council questions, please see this page on the Council's website:

<https://reigate-banstead.moderngov.co.uk/ecCatDisplay.aspx?sch=doc&cat=13260>

61 Questions by Members

11 questions on notice were asked, and responses given, in accordance with Council Procedure Rule 2.15 as follows:

Question by	To be answered by	Subject
Cllr Torra, on behalf of Cllr Ritter	Cllr Ashford, Executive Member for Community Partnerships	Community Development Support
Cllr Booton	Cllr Lewanski, Executive Member for Corporate Policy and Resources	Benchmarking to support the Council's Sustainability Strategy
Cllr Chandler	Cllr Neame, Executive Member for Housing and Support	Update on the Afghan resettlement programme
Cllr Essex	Cllr Bramhall, Executive Member for Neighbourhood Services	Energy efficiency ratings and penalties
Cllr Cooper	Cllr Bramhall, Executive Member for Neighbourhood Services	Publication of grass-cutting schedules
Cllr Sinden	Cllr Bramhall, Executive Member for Neighbourhood Services	Electric taxis and private hire vehicles and provision of charging points
Cllr Philpott	Cllr Bramhall, Executive Member for Neighbourhood Services	Recycling pizza boxes
Cllr Ashford	Cllr Biggs, Executive Member for Planning Policy & Place Delivery	Flooding management in planning applications

Agenda Item 1

Council, Thursday, 10th February, 2022

Cllr McKenna	Cllr Biggs, Executive Member for Planning Policy & Place Delivery	Affordable housing in planning policy
Cllr Torra	Cllr Biggs, Executive Member for Planning Policy & Place Delivery	Affordable housing targets
Cllr Turner	Cllr Biggs, Executive Member for Planning Policy & Place Delivery	Water run-off from properties with impermeable driveways

Note: For more information on responses to Council questions, please see this page on the Council's website:

<https://reigatebanstead.moderngov.co.uk/ecCatDisplay.aspx?sch=doc&cat=13264>.

62 Recommendations

The Council received recommendations arising from the Executive meetings held on 16 December 2021 and 27 January 2022, relating to:

- (i) Treasury Management Mid-Year Report 2021/22 (Minute ref. 52);
- (ii) Budget and Capital Programme 2022/23 (Minute ref. 61);
- (iii) Council Tax setting 2022/23 (Minute ref. 62); and,
- (iv) Calendar of Meetings for 2022/23 (Minute ref. 63).

The Mayor advised that debate would be guided by the procedure note circulated in accordance with Council Procedure Rule 2.8.4.

Minute 61, Budget and Capital Programme 2022/23

The Leader of the Council, Councillor Brunt, moved the recommendations and in doing so commended the work of the officers and Members who contributed to it, including the Overview and Scrutiny Committee and Budget Scrutiny Panel.

The Deputy Leader & Executive Member for Finance and Governance, Councillor Schofield, seconded the original recommendations, and reserved the right to speak.

Councillor Chandler proposed, and Councillor Essex seconded, an amendment to recommendations 2, 4 and 5. The amendments sought growth in the revenue budget to deliver:

- The Council's Environmental Sustainability Strategy;
- Enhanced Community Development support;
- Accelerate the roll-out of recycling services to all properties;
- Initiatives on empty homes and fuel poverty;
- Enhanced green spaces and town centre management;
- Increased budget allowance for vacant posts across the Council.

Agenda Item 1

Council, Thursday, 10th February, 2022

Members' discussion of the amendment included the following considerations:

- Funding from the Corporate Plan Delivery Fund (CPDF) was not considered to be financially sustainable after 3 years. In addition, the purpose of the CPDF was to fund current projects rather than growth.
- The ambitions of the amendment were to deliver improved support and services for businesses and residents in the context of rising fuel prices and inflation, climate change, and a reduction in community development support.
- The use of the Council's reserves would not be financially sustainable, as a significant proportion was already allotted for delivering affordable housing and as a contingency for responding to crises such as the COVID pandemic.
- Funding salary budget growth would therefore eventually lead to cuts in other services, in view of a significant reduction in income streams such as parking income.

The Mayor called upon the Head of Paid Service to conduct a recorded vote in accordance with Council Procedure Rule 2.21.3. On the **amendment** to the recommendations of Minute 61 (Budget and Capital Programme 2022/23) as within the addendum voting was recorded as follows:

For: Councillors Chandler, Essex, McKenna and Sinden.

Against: Councillors Absalom, Adamson, Archer, Ashford, Baker, Biggs, Blacker, Bramhall, Brunt, Buttironi, Cooper, Feeney, Harp, Harper, Harrison, Hudson, Humphreys, Kelly, A. King, J. King, Lewanski, Lynch, Michalowski, Moses, Neame, Parnall, Schofield, Stevens, Tary, Turner, Walsh, and Whinney.

Abstain: Councillors Bray, Elbourne, Kulka, and Philpott.

The Mayor declared the **amendment lost**. Accordingly, **the original recommendations**, as moved, were discussed, and remarks thereon included:

- The budget was considered to be financially credible, however whilst the Council had been prudent in maintaining strong reserves to date, the budget recommendations would eat away at those reserves to the extent of 1.8m and the budget gap was expected to increase in the coming years.
- Some Members considered that the budget recommendations were not ambitious enough and called for growth in services to deliver the Council's vision for 2025. In response, Executive Members gave assurances that the Council's existing commitments were on track.
- The budget would result in a marginal increase in Council Tax to the extent of £5 for the average Band D property. It was felt this was an acceptable increase for residents in the context of increased fuel costs and rising inflation, whilst delivering value for money.

The Mayor called upon the Head of Paid Service to conduct a recorded vote in accordance with Council Procedure Rule 2.21.3. For the original recommendations set out at Minute 61 (Budget and Capital Programme 2022/23) voting was recorded as follows:

For: Councillors Absalom, Adamson, Archer, Ashford, Baker, Biggs, Blacker, Bramhall, Brunt, Buttironi, Cooper, Elbourne, Feeney, Harp, Harper, Harrison, Hudson, Humphreys, Kelly, A. King, J. King, Kulka, Lewanski, Lynch, Michalowski, Moses, Neame, Parnall, Philpott, Schofield, Stevens, Tary, Turner, Walsh, and Whinney.

Agenda Item 1

Council, Thursday, 10th February, 2022

Against: Councillors Chandler, Essex, McKenna and Sinden.

Abstain: Councillor Bray.

The Mayor declared the **original recommendations carried**.

Minute 62 (Council Tax Setting 2022/23)

The Mayor called upon the Head of Paid Service to conduct a recorded vote in accordance with Council Procedure Rule 2.21.3. Voting was recorded as follows:

Voting was recorded in accordance with Council Procedure Rule 2.21.3 as follows:

For: Councillors Absalom, Adamson, Archer, Ashford, Baker, Biggs, Blacker, Bramhall, Brunt, Buttironi, Chandler, Cooper, Essex, Feeney, Harp, Harper, Harrison, Hudson, Humphreys, Kelly, A. King, J. King, Lewanski, Lynch, McKenna, Michalowski, Moses, Neame, Parnall, Schofield, Sinden, Stevens, Tary, Turner, Walsh, and Whinney.

Against: None

Abstain: Councillor Bray.

RESOLVED that the recommendations of the Executive, from its meetings on 16 December 2021, and 27 January 2022, be adopted as follows:

1. Minute 52 (Treasury Management Mid-Year Report 2021/22); and,
2. Minute 63 (Calendar of Meetings 2022/23).

63 Pay Policy Statement 2022/23

The Head of Paid Service presented the report on the adoption of the Pay Policy Statement for 2022/23 in accordance with the requirements of the Localism Act 2011.

The report set out the relevant statutory powers, the issues for the Council to consider, and the associated legal and financial implications.

The Employment Committee considered the report at its meeting on 25 January 2022 and made observations under Minute 34. In doing so, the Employment Committee endorsed the Pay Policy Statement 2022/23.

The recommendation set out in the report was moved by Councillor Lewanski, as Chair of the Employment Committee, and seconded by Councillor Brunt, who endorsed the Council's commitment to supporting the real living wage.

RESOLVED that the Pay Policy Statement for 2022/23 be approved.

64 Statements

Agenda Item 1

Council, Thursday, 10th February, 2022

The Council received two statements from Executive Members about the Local Cycling and Walking Infrastructure Plan, and Social Housing Decarbonisation Funding.

Local Cycling and Walking Infrastructure Plan

Councillor Biggs, Executive Member for Planning Policy and Place Delivery, made a statement about the Local Cycling and Walking Infrastructure Plan.

Encouraging communities to adopt more active lifestyles had become a major public health initiative in recent years to help tackle both physical and mental health issues, reducing short car journeys and the associated carbon emissions.

Development of improved cycling and walking infrastructure was considered key to delivering those ambitions. New guidance from the Department for Transport sought lane separation on safety grounds and user attractiveness.

The purpose of the Local Cycling and Walking Infrastructure Plans (LCWIPs) was to identify routes for future investment. Once the routes had been identified in the LCWIP, individual schemes would then be moved into stage 2 where detailed designs were prepared in collaboration with local communities and other transport users. The designs would then form part of future funding submissions with implementation taking place in stage 3.

Since autumn 2020 the Council had been working with Surrey County Council and Sustrans, a walking and cycling charity, on a new generation of Local Cycling and Walking Infrastructure Plans. The LCWIP for Reigate and Banstead was the first in the programme.

The project followed national guidance and included 2 periods of stakeholder engagement. The engagement sessions had been informed by local communities, representatives from the cycling and walking communities, transport operators, borough and county members and officers from both authorities.

Using a combination of national cycling and walking tools and local knowledge, a long list of walking and cycling routes was identified. From this a short list of 5 cycling routes and 3 walking routes were prioritised where the most additional benefits were identified. This work was scrutinised by Sustrans to ensure deliverability. Routes not prioritised could still be delivered in the longer term.

Matthew Furniss, the Surrey County Council Cabinet Member for Transport and Infrastructure, was expected to sign off the plan and be countersigned by the Council. Cllr Biggs formally endorsed the LCWIP on behalf of the Executive and thanked everybody who had contributed to it.

Social Housing Decarbonisation Funding

Councillor Brunt, Leader of the Council, made a statement about Social Housing Decarbonisation Funding.

The Department of Business Energy and Industrial Strategy had recently offered the Council £1.7m of social housing decarbonisation funding, as a result of a consortium bid with its partners Raven Housing Trust and Surrey Heath Borough Council.

Agenda Item 1

Council, Thursday, 10th February, 2022

The funding would enable Raven Housing Trust to improve the efficiencies of 94 affordable homes across the borough, leading to reduced fuel bills for some of our most vulnerable residents whilst reducing their overall carbon emissions.

This demonstrated how the Council was proactively working with partners to secure external funding to meet the challenges of both climate change and fuel poverty.

65 Leader's announcements

The Leader of the Council confirmed that Councillor Absalom would be the Deputy Mayor-elect for the 2022/23 municipal year and in doing so commended her work as the Mayor during the 2020/21 municipal year.

66 Mayor's announcements

Holocaust Memorial Day

To commemorate 2022 Holocaust Memorial Day, the Mayor's Chaplain, Des Williamson led a small service in Reigate Castle Grounds, where candles were lit in remembrance of those murdered in the Holocaust and in subsequent genocides in Cambodia, Rwanda, Bosnia and Darfur.

Fairtrade Event

As part of the national Fairtrade Fortnight campaign, the Fairtrade Trail was planned to take place in Reigate Town Centre on Saturday 26th February from 10am to 12 noon.

Thank You events

The Mayor had hosted a number of thank you events, including two events for litter picking groups, an event for 'Level Up Redhill Reigate Banstead', a voluntary organisation which refurbished donated laptops for disadvantaged children.

The Mayor gave an update on upcoming thank you events for the St John's Ambulance, The Allegra Band, Walton & Tadworth Residents Association, Harlequin Volunteers, the Run Reigate team, Furnistore, Reigate & Redhill Covid19 Mutual Aid and the RBBC Volunteer Befrienders team.

High Sheriff visit

The Surrey High Sheriff, Dr Julie Llewelyn, was expected to visit the borough on Monday 7th March for a tour of the Merstham Hub, the YMCA's pre-school, the Beacon School, Epsom Primary school, and meeting volunteers from the MYTI sports club.

Commonwealth Day

To mark this year's Commonwealth Day the Commonwealth flag would fly at the town hall on Monday 14th March.

Arthur Edwards Talk

Agenda Item 1

Council, Thursday, 10th February, 2022

To celebrate Queen Elizabeth II's Platinum Jubilee, Arthur Edwards, royal photographer at The Sun newspaper since 1977 was scheduled to speak at the Harlequin Theatre, about his career on Friday 11th March.

YMCA Sleep Easy

On the 11th March a YMCA Sleep Easy event at the Town Hall car park was planned to support young people facing homelessness.

Age Concern Quiz Night

A quiz night in aid of Age Concern Banstead was planned for Saturday 23rd April.

Queen's Jubilee Beacon Lighting

The Council was planning to commemorate Her Majesty's Platinum Jubilee by taking part in a National Beacon Lighting event with a beacon lighting service in Reigate's Priory Park on Thursday 2nd June.

The meeting finished at 22:07 pm.

Reigate and Banstead Borough Council

Meeting of Council 7 April 2022

Public Questions

Number	Question by	To be answered by	Subject
1	Mr Mick Hay	Councillor Biggs, Executive Member for Planning Policy and Place Delivery	Adoption of Central Government's Levelling-Up Agenda at Local Level
2	Mr Chris Reynolds	Councillor Ashford, Executive Member for Community Partnerships	Woodhatch and Whitebushes Community Development

Agenda Item 5

Council Meeting: 7 April 2022

Mr Mick Hay will ask the **Executive Member for Planning Policy and Place Delivery, Councillor Biggs** the following question:

Question: Adoption of Central Government's Levelling-Up Agenda at Local Level

Madam Mayor, Councillors, thank you for allowing me to speak this evening.

The general principles of Central Governments Levelling-up Agenda appear to be solid and sound and my question is in respect to an opportunity, as I see it, to adopt similar at the local level, in particular to a project in Merstham where the Council has promoted and supported in equal measure.

We have all been encouraged over the last couple of years in particular to "Buy Local," "Save the High Street," etc etc, can I ask Council to contemplate in principle adopting an "Employ Local" in as far as the redevelopment work for the Merstham Rec ?

Is there an opportunity for locally based construction companies, locally based joiners, plumbers, glaziers, labourers and tradesmen and women to lead and project manage the redevelopment of the Rec ? Is there an open opportunity to offer apprenticeships to local school leavers and work on the project locally.

Or is the Council contractually obliged to engage with large out of Borough companies commuting from afar tradesmen and women occasionally on zero-hours contracts.

Far from asking Council to give Merstham residents involved in the construction industry be given preferential treatment, there are, as Central Governments agenda notes, a multitude of benefits. To the local economy, to the local workforce, to the local Council being seen investing in local apprenticeships.

More importantly to the local residents of Merstham who for years to come will have the chance to walk and enjoy with pride the open space of the Rec knowing it was built by the tradesmen and women of the immediate area.

Many thanks

Mr M P Hay

Council Meeting: 7 April 2022

Mr Chris Reynolds will ask the **Executive Member for Community Partnerships, Councillor Ashford** the following question:

Question: Woodhatch and Whitebushes Community Development

Woodhatch and Whitebushes Community Development Worker has done a great deal of good over the last 3 years, bringing a Food Club, a community fridge, and a new pump track to the area, as well as the switch on of the Christmas lights in Woodhatch, along with linking up partner organisations such as churches and charities to work together to improve outcomes for residents.

When the previous Community Development Worker left the council, recruitment was suspended pending a review of the council's Community Development provision. On 24th March at the council's executive meeting, it was announced that the vacancy would be filled temporarily, for 2 years, meaning we may soon lose this pivotal role from our community.

The selection of Woodhatch and Whitebushes to receive this funding cut appears to be nothing more than an unfortunate coincidence based on the vacancy, rather than related to the need for the role - a role which is extremely important to our local community, and has already been shown to have a huge positive impact.

Will the council commit to employing a permanent Woodhatch and Whitebushes Community Development Worker, showing commitment to Community Development work, to our communities, and to ensuring this extremely valuable work can continue to deliver positive outcomes for residents?

This page is intentionally left blank

Recommendations from the Audit Committee – 15 March 2022

**Minute
reference
43**

*Recommendation
(i) only*

Audit Committee Annual Report 2021/22

The Committee was apprised that the Annual Report 2021/22 set out the work of the Audit Committee in 2021/22 and considered its forward work programme for 2022/23. It was noted that the Committee's forward work programme was a live document and would be subject to change as required.

RESOLVED that:

- (i) **The Annual Report of the Audit Committee be noted and be RECOMMENDED to Council; and**
- (ii) The Audit Committee's Forward Plan for 2022/23 be approved.

This page is intentionally left blank

Agenda Item 8



Signed off by	Head of Legal and Governance
Author	Liane Dell, Democratic Services Officer, Alex Vine, Democratic and Electoral Services Manager
Telephone	Tel: 01737 276865, Tel: 01737 276067
Email	Liane.Dell@reigate-banstead.gov.uk, alex.vine@reigate-banstead.gov.uk
To	Council
Date	Thursday, 7 April 2022
Executive Member	Leader of the Council

Key Decision Required	N
Wards Affected	(All Wards);

Subject	Report of the Independent Remuneration Panel on Members Allowances for 2022/23.
----------------	---

Recommendations
<ol style="list-style-type: none"> 1. That Recommendations 1 to 7, listed on page 3 of the Independent Remuneration Panel (IRP) report (Annex 1), be adopted. 2. That the Head of Paid Service be authorised to make any necessary changes to the Members' Allowance Scheme for 2022/23 (approved under Recommendation 1 above) arising from any amendment or non-adoption of the IRP's recommendations. 3. That the effective date of any changes for all allowances, is 1 April 2022. 4. That the IRP be thanked for its report.

Reasons for Recommendations

These recommendations comply with the requirements of the Local Government Act 2000 and government guidance for the Council to have a Members' Allowances Scheme

Agenda Item 8

recommended by an Independent Remuneration Panel. The recommendations of the IRP are considered to support the objectives for the Council's Members Allowances Scheme of allowing people to consider becoming an elected Member without risk of undue financial hardship, and of allowing existing councillors to fulfil their role to the best of their ability.

Executive Summary

This report sets out proposals on the Members Allowances Scheme for 2022/23 following a "light touch" review by the Council's Independent Remuneration Panel. The IRP's report contains 7 recommendations for Council to consider, as detailed on page 3 of Annex 1. Page 3 of this report sets out the budgetary implications for 2022/23 of the recommendations. The IRP recommend that adopted changes apply from 1 April 2022.

Council has authority to approve the above recommendations.

Statutory Powers

1. In accordance with the Local Government Act 2000 and guidance from the government, the Council is required to have a Members Allowances Scheme recommended by its Independent Remuneration Panel (IRP). The IRP has undertaken a review of the Authority's Members' Allowances and its report is attached at Annex 1.
2. The IRP's report on the outcome of its review has undergone initial consideration by the Council's Management Team and Group Leaders and is now before the Council to consider.
3. Under the Constitution, this issue is reserved for full Council. This means that it has not previously been the subject of debate by any other decision-making body.

Key Information

Report of the IRP

4. The Report of the IRP contains 7 recommendations. These relate to the following matters:

The following changes to the Scheme:

- The Basic Allowance be increased from £5,670 to £5,783
- Special Responsibility Allowances remain unchanged.
- All other allowances remained unchanged.
- The programme of work for the Panel until 2025

Members' Allowances Scheme for 2022/23

5. Should Council agree to adopt, or amend and adopt, the IRP's recommendations, then the Members Allowances Scheme will need to be amended. Delegation on this matter to the Head of Paid Service is proposed (Recommendation 2 of this report).

Legal Implications

Agenda Item 8

6. The Local Government Act 2000 requires each local authority to establish and maintain an Independent Remuneration Panel for the purpose of considering a scheme for the payment of Members' Allowances.

Financial Implications

7. The Council's revenue budget for 2022/23 includes £415,800 for Member Allowances.
8. The proposals set out in this report will result in an increase of £5,103 in the basic allowance for 2022/23. The revised budget will therefore comprise:
 - Basic Allowance - £260,235
 - Special Responsibility Allowances - £131,583
 - Mayoral Allowance - £5,700
 - Total cost for this element of Member Allowances for 2022/23 - £397,518
9. The budget also includes provision for travel and subsistence costs and ancillary expenses. These historically been claimed at a relatively low rate and are not expected to present a significant budgetary pressure. In the event that they exceed projections, this may lead to a low level of overspend in 2022/23, which it can be accommodated within other approved budgets.
10. It should be noted that the cost of the Members' Allowance scheme cannot be forecast with complete certainty because some Members choose not to claim allowances to which they are entitled.

Equalities Implications

11. The Council is asked to have regard to their duties under the Equality Act 2010. This requires the Council to have due regard to the need to:
 - Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited under the Act;
 - Advance equality of opportunity between people who share a protected characteristic and those who do not;
 - Foster good relations between people who share a protected characteristic and those who do not.
12. The Panel considered these duties in relation to the nine protected characteristics (age; disability; gender reassignment; marriage/civil partnership status; pregnancy and maternity; race; religion; sex; and sexual orientation).
13. During the review, it was highlighted that the role of a Councillor was not a salaried one. However, the payment of allowances is generally expected to allow and encourage people from the widest possible range of backgrounds to serve as councillors. The Panel considered how their recommendations to the Scheme would enable all persons to be able to serve as a Councillor.

Agenda Item 8

Communication Implications

14. The Local Authorities' (Members' Allowances) (Miscellaneous Provisions) Regulations place certain duties on local authorities in connection with publicising the recommendations made by their Independent Remuneration Panel, their scheme of allowances and the actual allowances paid to Members in any given year.
15. The Regulations require that as soon as reasonably practicable after receiving a report, setting out the IRP's recommendations, local authorities must ensure copies of the report are available for inspection at their principal office. Local authorities must also publish a notice giving details of the availability of the report and the Panel's recommendations. Local authorities are also required to repeat this process as soon as reasonably practicable after determining a scheme of allowances.
16. The Guidance states that all of these publicity requirements are statutory minimum requirements, and that local authorities should publicise more widely the report from their Panel, their scheme of allowances and the sums paid to each Member.

Environmental Sustainability Implications

17. There are no direct environmental sustainability implications arising from this report.

Risk Management Considerations

18. The determination of allowances is a sensitive subject both from the perspective of Councillors themselves and the public who elect them. In view of this it is important that any scheme adopted is objectively reasonable and based upon a logical and fair mechanism.

Consultation

19. Appendix 2 of the IRP Report details the consultation methodology by the IRP in the forming of its recommendations.

**TWENTY-SECOND REPORT OF THE
INDEPENDENT REMUNERATION PANEL
ON
MEMBERS' ALLOWANCES
FOR
REIGATE AND BANSTEAD BOROUGH COUNCIL**

March 2022

Introduction

1. Under the Local Authorities (Members' Allowances) (England) Regulations 2003, the Council is required to establish and maintain an Independent Remuneration Panel (IRP). The purpose of the Panel is to consider and make recommendations to the Council about the allowances paid Members under its Scheme of Allowances. The Council must make the final decision on its Scheme but in doing so it must have regard to the advice of the IRP before making any changes.

The Independent Remuneration Panel

2. The current IRP was appointed at Council in February 2021. The Panel consists of three members: John Thompson (Chair), Farah Stehrenberger and Robert Coyle. The members of the panel come with a wide range of experience. Their profiles are at Appendix 1.

Executive Summary

3. This report contains 7 recommendations covering a range of issues, including:
 - Continuing a 4-year cycle of full reviews of the members allowances scheme. This therefore is a light touch review.
 - Other than referred to below no changes are proposed to the scheme,
 - In 2021 the Council voted to forego the recommended increases (0.9%) on the grounds that at a time when many people were suffering financial and other hardships due to the pandemic it was inappropriate to award themselves any increase.
 - This year the Panel started at the current rate of CPI, the performance of the Authority against the Corporate Plan and against key service delivery indicators and the impact on budgets and provision of frontline services.
 - The revised Scheme becomes effective from the 1st of April 2022,
 - The programme of work for the Panel over the next four years

Recommendations

4. The Panel considered the Scheme of Allowances in line with the Methodology laid out in Appendix 2 and the Terms of Reference and General Principles in Appendix 3. With sharp rise in the Consumer Price Index 4.9% In January 2022 a similar increase in the Wages Index the Panel have decided following discussions with Group Leaders and Senior Officers move away from benchmark for this year only.
5. The Panel therefore recommends uplifts to the Allowances as detailed in the recommendations in the table below. Taking all these factors into account the Panel have concluded that an increase of 2% in the Basic Allowance and no increase in Special Responsibility Allowances The rationale behind our

recommendation is set out in Appendix 4. The panel is aware that this recommendation follows the Council decision to forego the increases recommended last year.

Effective Date for Changes

6. The Panel recommend that the effective date for change to the Basic Allowance be 1 April 2022.

7. The Panel's recommendation for each allowance paid are as follows:

Basic Allowance	
Recommendation 1:	The Basic Allowance be increased from £5,670 to £5,783
Special Responsibility Allowances (SRAs)	
Recommendation 2:	Special Responsibility Allowances remain unchanged.
Travelling Expense	
Recommendation 3:	Travel Allowances remain unchanged. The Panel did not undertake a review of these expenses.
Subsistence	
Recommendation 4:	Subsistence Allowances remain unchanged. The Panel did not undertake a review of these expenses.
Dependents' Carers' Allowance	
Recommendation 5:	Dependent Carers' Allowances remain unchanged. The Panel did not undertake a review of these expenses.
Maternity, Paternity and Adoption Leave	
Recommendation 6:	Arrangements for Maternity, Paternity and Adoption Leave remain unchanged. The Panel did not undertake a review of these expenses.
Recommendation 7;	That that a full review of Members' Allowances be undertaken in accordance with the programme set out at Paragraph 12 below.

Budget Impact

8. The net cost of these changes is £5,103 for the Basic Allowance increase. Although there is no budget provision for the proposed increase, Officers have confirmed that the additional cost can be met from within the existing budget allocation.

50% Rule

9. Some Authorities have a rule whereby no more than 50% of Members may receive an SRA. As 36 (80%) of the 45 Members of the Council are in receipt of an SRA, the 50% rule should not apply.

One Allowance Only

10. Nearly 75% of Districts & Boroughs in the South-East operate a one SRA per Member Rule. R&BBC do not. However, only the Leader and Chair of the Overview and Scrutiny Committee get a second allowance as leaders of their political groups. The Chair of Overview and Scrutiny is usually the Chair of Budget Scrutiny Panel, and receives an additional SRA.

Renunciation

11. Any Member may, on notifying the Head of Paid Service, may renounce all or part of any allowance to which they are entitled.

Future Reviews

12. Having recommended that a full review of Members’ Allowances be carried every four years. The Panel will be considering the following issues during future reviews:

Calendar Year:	Panel’s Work Plan:
2022	Seek representations from Group Leaders and others to ask for feedback on the current Scheme of Allowances. Uplift Allowances to take account of increases in the CPI.
2023 Starting in July 2022 to meet the timelines for setting the Council’s budget	To conduct a full review of the current scheme, including a survey of Members To consider comparative data from other local authorities. Seek representations from Group Leaders and others to ask for feedback on the current Scheme of Allowances. To complete a review of the Town and Parish Council allowance scheme Uplift Allowances to take account of increases in the CPI.
2024	To complete a full review of the Scheme of Allowances, including member survey, face-to-face interviews. Aim to report to Council in December 2024, with a view to adopting new allowance scheme from April 2025.
2025	Seek representations from Group Leaders and others to ask for feedback on the current Scheme of Allowances, and report to Council on or before December 2025 on proposals for 2026-27.

Acknowledgements

13. The Panel is grateful for the support and co-operation received from Group Leaders senior Officers and for the assistance of Alex Vine and Liane Dell.

Appendix 1

Members of the Independent Remuneration Panel

The Panel Members are:

- Farah Stehrenberger – Farah is a Barrister by profession. She is also a Trustee and Volunteer at Renew Hope a local charity for the homeless. She was also presented with a Mayor’s Volunteers Award in 2019.
- Robert Coyle - Robert is a chartered accountant. About half his career has been in practice where he held senior roles at PwC and KPMG. He also held CEO roles in industry working in the world of outsourcing. More recently he has been developing a portfolio career: he is now NED on several companies - taking both commercial and pro bono roles. He is an Independent Person on the Standards Committee of the City of London Corporation and an independent Member of the Audit Committee of this Authority.
- John Thompson MBE – has worked in the public, private and charity sectors. Has been on IRPs and an Independent Person for various Authorities since 2001. He is the Lay Member of the West Sussex Safeguarding Children Partnership. He is a School Governor and a past Lead Governor of Western Sussex Hospitals NHS Foundation Trust. He is a service user representative in the Chichester University School of Nursing and Allied Health and a Director of Arun Arts which runs the Alexandra Theatre complex in Bognor Regis.

Only Robert Coyle has a connection with the Authority as described above.

Appendix 2

Methodology

The Panel considered the outcomes of previous Panel Report. This information was helpful and was used as a significant element of the evidence upon which the Panel has based its report and recommendations.

The Panel met and/or corresponded with the following Members and Officers to explore any issues regarding Allowances:

- Councillor Mark Brunt, Leader of the Council and Group Leader of the Conservative Group
- Councillor Nick Harrison, Chair of the Overview and Scrutiny Committee and Leader of the Residents' Association Group
- Councillor Jonathan Essex, Leader of the Green Group
- Councillor Steve Kulka, Leader of the Liberal Democrat Group
- Mari Roberts-Wood, Head of Paid Service
- Pat Main, Interim Head of Finance
- Alex Vine, Democratic and Electoral Services Manager

The Panel was additionally provided with the following information for consideration:

- Committee list detailing the members of each committee.
- Members Role Profiles (job descriptions)
- The Municipal Calendar
- Copies of previous Independent Remuneration Panel Report
- Extracts of Full Council Minutes
- Schedules of Payments to Members
- Southeast Employers' Survey of Allowances Paid to Members
- Committee Agendas and Minutes
- The R&BBC Five Year Corporate Plan
- Recent Quarterly Reports against the Plan
- Key Service Performance Indicators

Appendix 3

Terms of Reference

The Independent Remuneration Panel's Terms of Reference are to consider and review:

- the nature and type of role and responsibility of Elected Members and the level of commitment involved.
- the difference in responsibility and time commitment of Leading Members; Portfolio Holders and back-bench Members and the Mayor and Deputy Mayor of the Council and other Members with specific responsibilities
- schemes operating in similar authorities elsewhere.
- the level of remuneration paid for other types of public duties.
- whether allowances should be payable to meet Members out of pocket expenses
- the need to attract and retain Members of appropriate calibre and representative of the demographic make-up of the district.
- the need to ensure that the scheme is straight-forward; economic to operate and justified in terms of affordability (in the public's perception) and working within existing budgetary constraints.
- a scheme that aims to compensate for the time put into the roles and responsibilities undertaken – bearing in mind that there should be an element of public service.
- a scheme that encourages Councillors to work flexibly and to develop themselves and their role in the community.

General Principles

- The Panel consider the Consumer Price Index (CPI) to be the most appropriate benchmark. This is the rate at which the prices of goods and services bought by households, excluding housing, rise or fall and is estimated by using price indices. The data is obtained from the Office for National Statistics
- The Panel advocate that Members' Allowances should be based on an external benchmark, as this ensures Allowances are maintained at a level appropriate to the wider economic landscape. The consistent use of one external benchmark also allows for decisions to be removed from the political arena and local pressures.
- The Panel reflected on the importance of the role of elected members and the importance of clarity in identifying and setting out these roles. This was considered particularly about ensuring that potential future Councillors were able to access information on the requirements of the role, and in ensuring that the Scheme of Allowance is consistent with the expectations of these roles.
- Recruitment of Members has always been recognised as an important part of the Panel's consideration. The introduction of the current national Scheme of Allowances in 2000 was driven by the need to make engagement in local governance more widely accessible.
- Voluntary Service Element is a reduction in the Basic Allowance paid to all members to reflect that part of a Councillors work should be voluntary and not remunerated. There is no statutory requirement to show a discount and only a third of Authorities covered by the Southeast Employers do so. It is important

that some element of the work of members continues to be voluntary - that some hours are not remunerated. This must be balanced against the need to ensure that financial loss is not suffered by elected members, and further to ensure that, despite the input required, people are encouraged to come forward as elected members and that their service to the community is retained.

Appendix 4

Commentary on Changes

The Panel conducted a “light touch” review in accordance with agreed four-year plan of work. As mentioned above Members forwent the proposed increase in allowed recommended in our 21st Report. For some years Members have been in favour of using the CPI in January as the basis for increasing allowances. The CPI in January 2022 was 4.9% and for Wages 4.8% - clearly far above what would be acceptable to Members in the current economic climate. Examination of the Authority’s performance indicators over the last year shows a high level of effective performance and achievement. Not least in the field of administering all the additional requirements place on Local Government during the pandemic. Members advised that due to budgetary constraints cuts to front line services may be necessary in the future. Although a modest increase in Members’ Allowance could be accommodated.

Three factors were brought to the Panels attention:

- a. Whilst the budget for 2022-23 did not cut front line services, it has reduced some grants and trimmed back in other areas.
- b. For most people standing for election (or stepping down as Members), the allowance was not a significant factor. However, for some Members – elected and potential the basic allowance mitigated reduced earning
- c. The Basic Allowance which is paid to all Members should be increased by a larger amount than Special Responsibility Allowances.

In discussions with Members, the panel explored the possibility of a link between Members’ Allowances and the Authority’s performance. While superficially attractive, the panel was advised that deliver of Council services was largely out with the control of Members. Members are responsibility was to make strategic choices and set the direction of Authority.

The Panel acknowledges that for most Members the amount of allowance paid is not a major factor in them standing for election and being a member. However, allowances and especially the basic allowance should be maintained at a level that attracts younger and a more diverse groups to engage in the local community and stand as Councillors.

The Panel is carrying a full review of the Scheme of Members’ Allowances next year and will address the need to maintain the Basic Allowance at a level that attracts interest in local democracy from the wider community and that Special Responsibility Allowances are set an appropriate level.



SIGNED OFF BY	Head of Legal and Governance
AUTHOR	Catriona Marchant, Democratic Services Officer
TELEPHONE	Tel: 01737 276066
EMAIL	catriona.marchant@reigate-banstead.gov.uk
TO	Council – Thursday 7 April 2022
DATE	Thursday 7 April 2022
LEAD MEMBER	Chair of Overview and Scrutiny Committee

KEY DECISION REQUIRED	N
WARDS AFFECTED	(All Wards);

SUBJECT	Overview and Scrutiny Committee: Proposed Work Programme 2022/23
----------------	--

RECOMMENDATIONS
(i) That the proposed Work Programme for 2022/23 as set out at Annex 1 and detailed in the report be approved.
REASONS FOR RECOMMENDATIONS
To agree a Work Programme for the Overview and Scrutiny Committee for the 2022/23 Municipal Year.
EXECUTIVE SUMMARY
The Overview and Scrutiny Committee proposed annual Work Programme 2022/23 sets out a programme of activity that is in line with the Council's priorities. The Work Programme for the coming year is considered and agreed by the Overview and Scrutiny Committee for consultation with the Executive. Following consultation with the Executive and further consultation with the Leader, the Work Programme is submitted for approval by the Council so that it can be agreed before the start of the next Municipal Year.

Agenda Item 9

STATUTORY POWERS

1. The *Local Government Act 2000* (as amended) established Overview and Scrutiny Committees within the Leader with Cabinet model of governance. Subsequent legislation including the *Police and Justice Act 2006*, the *Local Government Public Involvement in Health Act 2007*, the *Local Democracy, Economic Development and Construction Act 2009*, the *Localism Act 2011* and the *Local Authorities (Overview and Scrutiny Committees) (England) Regulations 2012* has provided additional responsibilities on the Committee.

BACKGROUND

2. As required by the Constitution, an outline of the Committee's work programme for the year is discussed between the Leader of the Council and the Chair of the Committee with representatives from the Management Team.
3. The Committee's work programme is designed to help it plan its business during the year and is set out in various categories in paragraphs 8 to 23.
4. To provide flexibility (to accommodate matters not contained within the work programme) the following protocol has been established: *"In addition to the Committee's agreed work programme it needs to allow flexibility for additional priority work that emerges during the course of the year. In those circumstances the Committee should be permitted to undertake that piece of work following consultation and agreement with the Chairman of the Committee and appropriate Executive Member and Management Team Manager. In the event that this is not possible a report should be made to the Executive requesting the inclusion of the issue within the work programme"*.
5. The prioritisation of the Work Programme may be adjusted by the Chair during the year to manage the business effectively.
6. An important element of the Committee's work is to ensure that it continues to assist the Council in driving forward the Corporate Plan's key objectives and priorities. The Committee's work programme is therefore designed in a constructive way to link with the Executive's work programme.
7. Annex 1 sets out a summary of the Committee's proposed Work Programme 2022/23 and further details are set out below.

KEY INFORMATION

8. **Policy Framework consultations** – It is proposed that the Work Programme includes Policy Framework consultation documents as required by Policy Framework procedures within the Council's Constitution. There are no new Policy

Framework consultations documents currently in progress, however any that emerge during the course of the year will be reported to the Committee.

9. A plan is prepared administratively which continues to identify all of the strategies/plans that will be reviewed by the Executive. Work is also underway to implement other important strategies such as the Commercial Strategy and Housing Delivery Strategy. Progress will be reported in line with the arrangements set out in those strategies. Where an updated strategy is being prepared, and where the proposed strategy is not significantly different, or where changes have been tested through Member briefings/seminars following consultation with the Chair and Vice-Chair, a formal report will not usually be brought to the Committee.
10. **Work Programme rolled forward from 2021/22** – The Committee is anticipated to complete its work programme in 2021/22, with no matters to roll forward.
11. **Portfolio Holder Objectives** – The Committee has continued to work closely with Executive Members during 2021/22 and has received presentations from Portfolio Holders on a number of the Council's priority work streams. The Committee proposes to continue this approach in 2022/23.
12. **Leader Updates** – To support effective cooperation of the Committee and the Executive, the Committee receives twice-yearly updates from the Leader of the Council on the Council's overarching activities and strategic objectives. The Committee proposes to continue this approach in 2022/23.
13. **Performance Management Monitoring Activities** – the Committee has a role to monitor the performance of the Council. Programme and project dashboards are made available each month on the ModernGov intranet library. The monitoring activities have been fulfilled by reporting on the following matters, which the Committee consider appropriate to continue for 2022/23:
 - Quarterly Revenue and Capital budget monitoring forecasts
 - Quarterly Service Performance Management Monitoring
 - Corporate Plan performance (annual basis).
14. **Panels for 2022/23** – In addition to the annual Budget Scrutiny Panel, the Local Plan Scrutiny Panel will meet, if required.
15. **Budget Scrutiny Panel** – The Committee has established an annual Budget Scrutiny Panel. . The Budget Scrutiny Review Panel held one meeting in 2021/22 (1 December 2021) and reviewed the Service and Financial Planning 2022/23 report and supporting documents. A streamlined approach, supported by an advance questioning process, continued to work well and allowed the Panel to conclude its work in one meeting.
16. It is therefore suggested that the Panel's work in 2022/23 be based on considering the Provisional Budget proposals for 2023/24 (including any updated assumptions within the Medium Term Financial Plan, appropriate revenue projections and a progress report on the Capital Programme projections).

Agenda Item 9

17. **Local Plan Scrutiny Review Panel** – The Local Plan Scrutiny Review Panel met once in 2020/21, to consider the public consultation responses to the draft Supplementary Planning Document on Sustainable Construction. The Council is not currently preparing an update to the Core Strategy or new Local Plan but will need to look at the Horley Business Park Supplementary Planning Document (SPD) at a Local Plan Scrutiny Review Panel.
18. **Externally Focused Overview and Scrutiny work** – The Committee has successfully undertaken scrutiny with and of partner organisations in recent years. The Committee proposes during 2022/23 to consider a range of external challenges with partner organisations.
19. **Crime and Disorder Scrutiny** – The Committee is the ‘crime and disorder’ scrutiny committee for the purposes of the Police and Justice Act 2006. This requires the Committee to undertake a scrutiny activity of crime and disorder matters once every 12-month period. The Committee has worked well with partners such as the Reigate and Banstead Borough Commander, Surrey Police and Surrey County Council on developing this work.
20. In 2021/22 the Committee invited the Portfolio Holder for Community Partnerships, along with representatives of the Police and Community Safety Partnership to this meeting (on 24 February 2022) to assist it in its consideration of the topic. Consideration of the Community Safety Plan was therefore undertaken by the Committee, supported by the Portfolio Holder for Community Partnerships. It is proposed that the Committee continue to undertake this activity in 2022/23.
21. **Council Corporate Scrutiny** – the Head of Paid Service, Directors, Leader and Chair of the Overview & Scrutiny Committee considered the balance between effective scrutiny, with the need to protect commercial confidentiality and enable the Council’s services to operate competitively.
22. In 2021/22, updates on Council-owned companies were considered by the Committee bi-annually. An update was considered by the Committee in October 2021, and another was considered at its meeting on 17 March 2022.
23. **Call-Ins** – The Committee would also consider matters that have been called in for review. There were no Call-Ins of Executive decision in 2021/22.

OPTIONS

24. The Executive has the option to support the proposed Overview and Scrutiny Work Programme 2022/23 as set out in the report.
25. The Executive has the option not to support the proposed work programme as set out in the report and request it to be reconsidered. This is not recommended as the Committee would not then have a scrutiny work programme in place for 2022/23 to enable them to carry out effectively their scrutiny of the Executive.

MANAGEMENT TEAM COMMENTS

26. Management Team are supportive of the Work Programme proposed.
27. The work of the Committee is clearly a valuable part of the overall checks and balances needed to ensure that the authority makes decisions that are robust and challenged with the best interests of the community and the delivery of quality services at the heart of this remit.

LEGAL IMPLICATIONS

28. There are no immediate legal implications arising from this report. However, if the proposed Work Programme is not adopted then this will mean that the work of the Council will not have the overview and scrutiny that is a strategic function of the authority and central to the organisation's corporate governance. The Work Programme provides councillors, who are not in decision-making roles, a work plan to set out what and how it wants to hold the Executive publicly to account over the coming year.

FINANCIAL IMPLICATIONS

29. There are no direct financial implications arising from the recommendations set out in this report. Should any of the work undertaken by Overview and Scrutiny generate recommendations with financial implications then these will be highlighted at that time.

EQUALITIES IMPLICATIONS

30. The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:
 - Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
 - Advance equality of opportunity between people who share those protected characteristics and people who do not;
 - Foster good relations between people who share those characteristics and people who do not.
31. The three parts of the duty applies to the following protected characteristics: age; disability; gender reassignment; pregnancy/maternity; race; religion/faith; sex and sexual orientation. In addition, marriage and civil partnership status applies to the first part of the duty.
32. The Committee should ensure that it has regard for these duties by considering them through the course of its work. This should include considering:
 - How policy issues impact on different groups within the community, particularly those that share the nine protected characteristics;
 - Whether the impact on particular groups is fair and proportionate;
 - Whether there is equality of access to service and fair representation of all groups within the Borough;

Agenda Item 9

- Whether any positive opportunities to advance equality of opportunity and/or good relations between people, are being realised.

RESOURCE IMPLICATIONS

33. The main role of the Council in considering the Overview and Scrutiny Committee's Work Programme is to ensure that the work streams are appropriate and not duplicating ongoing work. More importantly the Council must ensure appropriate resources are available to add value to that Work Programme and balance the demands of the Committee against the overall priorities of the Council. Given the proposed work programme, no specific resource implications beyond those planned are anticipated.

CONSULTATION

34. In accordance with the Overview and Scrutiny arrangements contained in the Council's Constitution, the Committee's future work programme was discussed with the Leader and the Chair/Vice-Chair of Overview and Scrutiny.

POLICY FRAMEWORK

35. Policy framework considerations are noted in paragraph 8 and 9.

ANNEX

Annex 1 sets out a summary outline of the proposed O&S Annual Forward Work Programme 2022/23.

Overview and Scrutiny Committee

Annex 1 - Proposed Annual Forward Work Programme 2022/23

What is scrutinised by O&S each year

Topic	How often
<p>Service and Financial Planning Budget Scrutiny Panel</p>	<p>Budget Scrutiny Panel plus scrutiny of Service and Financial Planning reports for the following financial year</p> <p>(December and update in January 2023)</p>
<p>Performance Management Monitoring:</p> <ul style="list-style-type: none"> • Quarterly Revenue and Capital Budget monitoring forecasts (includes Financial Sustainability Plan update) • Quarterly Service Performance Management Monitoring (KPIs) • Reigate and Banstead 2020-25 (Corporate Plan) – Performance Report 2021/22 	<p>Quarterly</p> <p>16 June – Q4 2021/22 8 Sept - Q1 2022/23 8 Dec - Q2 2022/23</p> <p>2023 16 March – Q3 2022/23 15 June– Q4 2022/23</p> <p>1 meeting – June or July</p>
<p>Leader’s Update</p>	<p>Twice yearly</p>
<p>Portfolio Holder updates:</p> <ul style="list-style-type: none"> • Organisation – Corporate Policy & Resources, Finance & Governance, Investment & Companies • People: Housing & Support, Leisure & Culture, Community Partnerships • Place: Planning Policy & Place Delivery, Neighbourhood Services, Economic Prosperity, Corporate Policy & Resources 	<p>Three times a year at three separate meetings</p> <p>13 Oct /19 Jan/16 March 2022</p>
<p>Companies Performance Updates</p>	<p>Twice yearly (partial Exempt)</p>

Environmental Sustainability Strategy update	Annually (Autumn)
Commercial Strategy update	Annually (Winter)
Policy Framework consultations	No new policy consultations in progress
Annual Community Partnership Scrutiny 'crime and disorder scrutiny'	Once a year - February
O&S Annual Forward Work Programme	March
O&S Annual report	March

Scrutiny Panels planned 2022/23

Budget Scrutiny Review Panel	30 November 2022
Local Plan Scrutiny Panel – Horley Business Park SPD	Date tbc

Member Suggestions – additional scrutiny topics - Overview and Scrutiny Committee 2022/23

To be discussed with new Overview and Scrutiny Committee in the next Municipal Year following the May local elections. First meeting to elect a Chair and Vice-Chair is 16 June.

O&S Meeting dates 2022/23

Seven O&S Committee meetings a year (plus 1 - Annual Community Safety Partnership Scrutiny) and Budget Scrutiny Panel, and Local Plan Scrutiny Panel (if required).

16 June (Election of Chair/Vice-Chair), 14 July, 8 Sept, 13 Oct, 30 Nov (Budget Scrutiny), 8 Dec, 19 Jan 2023, (23 Feb 2023 - Annual Community Safety Partnership), 16 March 2023

(As at 23 February 2022)

Council, 7 April 2022, 19:30

Motion with notice

Council procedure rule 2.17

Motion: Retrofitting insulation

Councillor Booton will move the motion. Councillor Essex will second.

This Council notes that:

- Millions of families across the UK are struggling with rising energy prices. Too many children are growing up in damp, draughty & cold homes due to decades of underinvestment and poor insulation.
- Housing is responsible for around 28% of direct greenhouse gas emissions that occur in Surrey¹, so delivering net-zero requires action to upgrade homes, through energy-saving measures such as better insulation, for example. This will also improve people's lives, finances, health and create new jobs locally, whilst ensuring we meet the Government's targets.
- To meet the Government's climate targets at least 19 million homes need to be retrofitted across the UK by 2030², with energy efficiency measures. Current government funding however only supports retrofit in this manner, for a limited number of low-income households. The UK Climate Change Committee's most recent report states: "The lack of an integrated offer on home retrofit for the majority of households remains a real source of concern, and contrasts with international best practice..."³
- Average home energy bills are forecast to have increased to over £3000 by October 2022⁴ bringing far more homes into fuel poverty and has already led to local community action, such as that by Horley Lions, featured in a recent edition of Reigate and Banstead Borough News magazine⁵. Home energy efficiency improvements now have a shorter timeframe for payback benefits and would help cut residents' bills.

This Council has already affirmed in our Environmental Sustainability Strategy that *"Reigate & Banstead Borough Council has recognised that the role of local*

¹ https://www.surreycc.gov.uk/_data/assets/pdf_file/0003/225615/Surreys-Climate-Change-Strategy-2020.pdf

² [See publications.parliament.uk/pa/cm5801/cmselect/cmenvaud/346/34605.htm](https://publications.parliament.uk/pa/cm5801/cmselect/cmenvaud/346/34605.htm)

³ <https://www.theccc.org.uk/publication/independent-assessment-the-uks-net-zero-strategy/>

⁴ <https://www.endfuelpoverty.org.uk/3000-energy-bill-could-leave-8-5-million-uk-households-in-fuel-poverty/>

⁵ <https://www.justgiving.com/campaign/WarmOverWinterWOW>

Agenda Item 10

government is critical in helping to embed measures and support residents and businesses to make the necessary changes to meet this national legislation.”

This Council resolves to:

- 1) Set up a local retrofit task force in Reigate and Banstead to accelerate plans and actions needed to retrofit homes across the borough including:
 - Working with Surrey County Council, as part of their energy assessment of housing, to map different categories & identify appropriate energy efficiency retrofit interventions locally.
 - Conduct a ‘skills audit’ to identify the jobs & skills gaps to implementing energy efficiency retrofitting locally.
 - Establish a one-stop energy advice portal for homeowners such as: cosyhomesoxfordshire.org
 - Establish local training and delivery partnerships and agreements that can upskill and deliver energy efficiency retrofitting of homes through local institutions, such as Coast to Capital LEP, Raven Housing and East Surrey College.
- 2) Sign up to the Great Homes Upgrade Campaign, which already enjoys the support of fellow councils such as Bristol, Leeds, Cambridge, Liverpool, Newcastle and Glasgow. (greathomesupgrade.org)
- 3) Write to Boris Johnson MP, Rishi Sunak MP and the COP26 President Alok Sharma highlighting the need to urgently retrofit millions of homes of all tenure types by 2030, in order to stay on track with Government legal commitments, and calling for the finance from HM Treasury to unlock this.