



Reigate and Banstead Borough Council Statement of Decisions made at a meeting of the Executive on Thursday, 21 March 2024

Published: 25 March 2023

The following decisions were made by the Executive at its meeting on **Thursday, 21 March 2024**. These decisions will come into force on **4 April 2024**. A decision by the Executive may be called-in (in accordance with Procedure Rule 5.14 of the Council’s Constitution) by **3 April 2024**. 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>Review of the Council's Environmental Sustainability Strategy</p> <p>RESOLVED – that the Executive:</p> <p>(i) Approves the revised Environmental Sustainability Strategy at Annex 1 and Action Plan at Annex 2.</p> <p>(ii) Authorises the Head of Service for Corporate Policy, Projects & Performance in consultation with the Portfolio Holder for Environment & Sustainability to make minor typographical or factual amendments prior to publication of the Strategy on</p>	<p>To ensure that the Council continues to have an up-to-date Environmental Sustainability Strategy and Action Plan to set the framework for delivery, supporting the Executive’s recently reaffirmed statement that urgent action is needed on climate change and nature recovery.</p>	<p>Recommendation (i)</p> <ul style="list-style-type: none"> Option 1: Approve the revised ES Strategy and Action Plan. This option is recommended as it ensures that the Council continues to have an up-to-date Strategy and Action Plan for 2024/25 and beyond and reflects the Executive’s position that urgent action is on climate change and nature recovery is needed. Option 2: Do not approve the revised ES Strategy and Action in its current form. This option is not recommended as it means that the Council’s ES Strategy will become increasingly out of date and will result in a lack of clarity about the actions to which the Council is 	<p>Head of Corporate Policy, Projects and Performance</p>

	Item	Reason for Decision:	Alternative options:	Lead officer:
	<p align="center">the Council's website.</p>		<p>committing to, to continue to make progress in this important area of work.</p> <p>Recommendation (ii)</p> <ul style="list-style-type: none"> • Option 1: Authorise officers, in consultation with the relevant portfolio holder, to make minor typographical or factual amendments prior to publication of the Strategy on the Council's website. This option is recommended to minimise the risk of delay to publication of the Strategy on the website. • Option 2: Do not authorise officers, in consultation with the relevant portfolio holder, to make minor typographical or factual amendments prior to publication of the Strategy on the Council's website. This option is not recommended as it may result in delay to the publication of the Strategy on the website. 	
5	<p>Local Plan Core Strategy Review and Statement of Community Involvement Update</p> <p>RESOLVED – that the Executive approve</p> <p>(i) And adopt the updated Reigate & Banstead Statement of Community Involvement (SCI) in Planning (Annex 5);</p>	<p>The Statement of Community Involvement (SCI) is a statutory document that the Council is required to prepare and maintain, which sets out how it will involve people who may have an interest in the development of the Borough in decisions about its planning and development. The current SCI was adopted April 2019 and must be reviewed at least every 5 years and updated when</p>	<p>Recommendation (i)</p> <p>Option 1: To approve and publish the revised Statement of Community Involvement (SCI) in Planning, to advise communities and interested groups and individuals how they can be involved in planning the future development and preservation of the Borough. This is the recommended</p>	<p>Head of Planning and Regulatory Services</p>

	Item	Reason for Decision:	Alternative options:	Lead officer:
	<p>and (ii) A review of the Statement of Community Involvement's (SCI's) requirements on publication of names and postal addresses from comments on planning and related applications.</p>	<p>needed.</p>	<p>Option.</p> <p>Option 2: To not approve and publish the revised Statement of Community Involvement (SCI) in Planning. This option would mean that people, communities and local groups may not always be aware of the various ways to be involved in the Borough's planning, including through using the latest digital technology. This option is not recommended.</p> <p>Recommendation (ii) Option 1: That the Executive agrees to review the section in the Statement of Community Involvement (SCI) on publication of names and postal addresses from comments on planning and related applications. This would allow an informed and considered approach to the practice to take account of latest guidance and arguments for and against. This is the recommended Option.</p> <p>Option 2: To not review the section in the Statement of Community Involvement (SCI) on publication of names and postal addresses from comments on planning and related applications. This would not allow for a review of the matter taking account of the latest guidance. This option is</p>	

	Item	Reason for Decision:	Alternative options:	Lead officer:
			not recommended.	
7	<p>Risk management - 2024/25</p> <p>RESOLVED – that the Executive:</p> <p>(i) Approves the strategic risks for 2024/25 as detailed in annex 1.</p> <p>(ii) Notes the 2024/25 assurance framework (available at annex 2) and makes any comments to the Head of Corporate Policy, Projects and Performance.</p>	For appropriate risk management arrangements to be in place for 2024/25.	<ul style="list-style-type: none"> • Option 1 – note this report and the assurance framework and approve the strategic risks for 2024/25. This is the recommended option. • Option 2 – note this report and do not approve the strategic risks for 2024/25. This is not the recommended option. 	Head of Corporate Policy, Projects and Performance
8	<p>Quarter 3 2023/24 performance report</p> <p>RESOLVED – that the Executive:</p> <p>Approves the Key Performance Indicators to be reported on in 2024/25 as detailed in Annex 1.1.</p>	For the Council’s performance to be reviewed and for appropriate KPI reporting and budget monitoring arrangements to be in place.	<ul style="list-style-type: none"> • Option 1 – To note the report, approve the Key Performance Indicators to be reported on in 2024/25 and make any observations to the Head of Corporate Policy, Projects and Performance and/or Chief Finance Officer. This is the recommended option. • Option 2 – To note the report, to not approve the Key Performance Indicators to be reported on in 2025/25 and make any observations/comments to the Head of Corporate Policy, Projects and Performance and/or Chief Finance Officer. This is not the recommended option. 	Chief Finance Officer, Head of Corporate Policy, Projects and Performance

	Item	Reason for Decision:	Alternative options:	Lead officer:
9	<p>Debt Write Off 2023/24</p> <p>RESOLVED – that the Executive approves:</p> <p>(i) That nine irrecoverable debts totalling £206,919.56 (Annex 1) be written out of the Council’s accounts.</p>	<p>Six debts relate to National Non Domestic Rates (NNDR), and three debts relate to Benefit overpayments. All possible action has been taken to recover these amounts. This report is seeking approval to write them out of the Council’s accounts.</p>	<p>Option 1 To approve the recommendations in this report so that the write-offs can be updated in the authority’s statement of accounts. This is the recommended option.</p> <p>Option 2 To defer a decision and ask officers to provide more information and/or clarification on any specific points. This is not recommended as it would potentially mean that the write-offs are not reflected in the authority’s 2023/24 statement of accounts.</p> <p>Option 3 To reject the recommended write-offs. This is not recommended as it would potentially mean that assets (debtors) are over-stated in the authority’s statement of accounts.</p>	<p>Chief Finance Officer</p>
11	<p>Appointment to the Board of Banstead Commons Conservators (2024)</p> <p>RESOLVED – that the Executive:</p> <p>(i) Considers each of the nominations to the Banstead Commons Conservators and elects two Conservators for the period April 2024 to March 2027 – Mr V Broad and Mr J Mill until March 2028.</p>	<p>To ensure that positions on the Board of the Banstead Commons Conservators are suitably filled.</p>	<p>Option 1: The Executive has the authority to appoint a nominated person. Recommended option.</p> <p>Option 2: The Executive may ask officers to seek new nominations.</p>	<p>Strategic Head of Legal and Governance</p>