



Reigate and Banstead Borough Council

Notice of Key Decisions and Corporate Forward Plan

Published: 3 February 2022

This Notice gives 28 days' notice that the Executive of Reigate and Banstead Borough Council intends to make a key decision or make a decision in private. Other decisions by the Executive and Council are also included. Documents submitted to the decision making body for consideration may be downloaded from the Council's website. The Membership of the decision-making bodies at which a key decision can be made are shown below.

The Executive
M Brunt, Leader of the Council
T Schofield, Deputy Leader, Finance and Governance
T Archer, Investment and Companies
R Ashford, Community Partnerships
R Biggs, Planning Policy and Place Delivery
N Bramhall, Neighbourhood Services
E Humphreys, Economic Prosperity
V Lewanski, Policy and Resources
C Neame, Housing and Support
K Sachdeva, Leisure and Culture

The Commercial Ventures Executive Sub-Committee
T Archer, Chair
T Schofield, Vice-Chair
M Brunt, Leader of the Council
V Lewanski, Policy and Resources

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
February 2022								
<i>David Brown, Finance Manager, Pat Main, Interim Head of Finance</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Interim Head of Finance	Budget & Capital Programme 2022/23 Budget & Capital Programme 2022/23		27 Jan 2022	10 Feb 2022	Open	KEY

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<i>Pat Main, Interim Head of Finance, Tony McGuiness, Interim Financial and Corporate Lead</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Interim Head of Finance	Council Tax 2022/23 Council Tax Setting 2022/23		27 Jan 2022	10 Feb 2022	Open	KEY
<i>Pat Main, Interim Head of Finance, Tony McGuiness, Interim Financial and Corporate Lead</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Interim Head of Finance	Treasury Management Mid-Year Report 2021/22 To consider the Treasury Management Mid-Year Report 2021/22. <i>Treasury Management considered by Audit Committee on 25 November 2021</i>		16 Dec 2021	10 Feb 2022	Open	KEY
<i>Catriona Marchant, Democratic Services Officer</i>	Leader of the Council	Head of Legal and Governance	Calendar of Meetings 2022/23 Calendar of Meetings for 2022/23	20 Jan 2022	27 Jan 2022	10 Feb 2022	Open	
<i>Christine Smith, HR Operations Manager</i>	Portfolio Holder for Corporate Policy and Resources	Head of Organisational Development	Pay Policy Statement 2022/23 To approve the Pay Policy Statement, for the year 2022/23. <i>Pay Policy considered by Employment Committee on 25 January 2022.</i>			10 Feb 2022	Open	

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March 2022								
<i>Darren Wray, Head of IT</i>	Portfolio Holder for Corporate Policy and Resources	Head of IT	IT Strategy 2022/3 to 2026/7 Approval of the new IT Strategy	17 Mar 2022	24 Mar 2022		Part exempt Contains information which may be of use to cyber criminals	KEY
<i>Tom Borer, Policy Officer</i>	Portfolio Holder for Investment and Companies	Head of Paid Service	Companies Performance Update - Spring 2022 To consider an update on the performance of Council companies.	17 Mar 2022	2 Jun 2022		Part exempt Commercially Sensitive	
<i>Catriona Marchant, Democratic Services Officer</i>	Councillor Nick Harrison	Head of Legal and Governance, Head of Paid Service	Overview and Scrutiny Annual Report 2021/22 Annual Report from the Overview and Scrutiny Committee 2021/22	17 Mar 2022		7 Apr 2022	Open	
<i>Catriona Marchant, Democratic Services Officer</i>	Councillor Nick Harrison	Head of Legal and Governance	Overview and Scrutiny Annual Work Programme 2022/23 Overview and Scrutiny Committee's Forward Work Programme for the year ahead 2022/23	17 Mar 2022	24 Mar 2022	7 Apr 2022	Open	

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<i>Kirsty Jane Hill, Democratic Services Officer</i>	Portfolio Holder for Investment and Companies	Director of Finance and Organisation	<p>Shareholder Actions: RBBC Housing - Independent Living - January 2022</p> <p>Shareholder Action for RBBC Housing - Independent Living to approve the accounts for the period 1 April 2021 to its dissolution date, 30 September 2021.</p>		24 Mar 2022		Open	
<i>Kirsty Jane Hill, Democratic Services Officer</i>	Portfolio Holder for Investment and Companies	Head of Legal and Governance	<p>Shareholder Actions: Greensand Holdings Limited – To approve the Director appointment January 2022</p> <p>Shareholder approval required for Greensand Holdings Limited Director appointment</p>		24 Mar 2022		Part exempt	
<i>Tom Borer, Policy Officer</i>	Portfolio Holder for Investment and Companies	<p>Head of Paid Service</p> <p>Head of Paid Service</p>	<p>Companies Performance Update - Autumn 2021</p> <p>To consider an update on the performance of Council companies.</p>	21 Oct 2021	24 Mar 2022		Part exempt Commercially Sensitive	
<i>Pat Main, Interim Head of Finance, Tony McGuinness, Interim Financial and Corporate Lead</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Interim Head of Finance	<p>Treasury Management Strategy 2022/23</p> <p>Treasury Management Strategy 2022/23.</p> <p><i>Treasury Management considered by Audit Committee on 15 March 2022.</i></p>		24 Mar 2022	7 Apr 2022	Open	KEY

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<i>Richard Robinson, Head of Housing</i>	Portfolio Holder for Housing and Support	Head of Housing	Homelessness & Rough Sleeping Strategy 2022-2027 To consider and provide feedback on the priorities proposed in the Homelessness & Rough Sleeping Strategy 2022-27	9 Dec 2021	24 Mar 2022		Open	
<i>Alison Robinson, Housing Strategy and Performance Manager</i>	Portfolio Holder for Housing and Support	Head of Housing	Capital Grant Funding for Chavecroft Scheme To agree Capital Grant Funding for Chavecroft Scheme.		24 Mar 2022		Part exempt	KEY
<i>Luke Harvey, Project & Performance Team Leader, David Brown, Finance Manager, Pat Main, Interim Head of Finance</i>	Portfolio Holder for Corporate Policy and Resources, Deputy Leader and Portfolio Holder for Finance and Governance	Interim Head of Finance	Quarter 3 Performance Report 2021/22 To consider the Council's performance in Quarter 3 2021/22	17 Mar 2022	24 Mar 2022		Open	
<i>Pat Main, Interim Head of Finance, Martin Trenaman, Transactions Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Interim Head of Finance	Bad Debt Write Off 2021/22 Bad Debt Write Off 2021/22		24 Mar 2022		Open	

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<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy	<p>Risk management - Q3 2021/22</p> <p>To receive an update on risk management for Q3 2021/22.</p> <p><i>Risk Management Q3 considered by Audit Committee on 15 March 2022.</i></p>		24 Mar 2022		Open	
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy	<p>Strategic risks - 2022/23</p> <p>To consider the strategic risks for 2022/23.</p> <p><i>Strategic risks considered by Audit Committee on 15 March 2022.</i></p>		24 Mar 2022		Open	
<i>Alex Vine, Democratic and Electoral Services Manager</i>	Portfolio Holder for Neighbourhood Services	Head of Legal and Governance	<p>Appointments to the Board of Banstead Commons Conservators (2022)</p> <p>To consider nominations to the Banstead Commons Conservators and appoint representatives to fill positions that have come to the end of their term.</p>		24 Mar 2022		Part exempt Information relating to an individual.	

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April								
<i>Liane Dell, Democratic Services Officer, Alex Vine, Democratic and Electoral Services Manager</i>	Leader of the Council	Head of Legal and Governance	<p>Report of the Council's Independent Remuneration Panel on Members' Allowances for 2022/23</p> <p>To receive the report of the Independent Remuneration Panel on Members' Allowances for 2022/23.</p>			7 Apr 2022	Open	
May								
<i>Alex Vine, Democratic and Electoral Services Manager</i>	Leader of the Council	Head of Legal and Governance	<p>Constitution and Membership of Ordinary Committees 2022/23</p> <p>To constitute and receive the nominations of Group Leaders for Membership of Committees subject to Political Balance.</p>			26 May 2022	Open	
Pending								
<i>Frank Etheridge, Strategic Head of Neighbourhood Services</i>	Portfolio Holder for Neighbourhood Services	Strategic Head of Neighbourhood Services	<p>Response to Motion: Roll-Out of Recycling</p> <p>Response to the motion on the roll-out of recycling submitted to Council on the 29 July 2021.</p>				Open	

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<i>Tanya Mankoo-Flatt, Principal Planning Development Officer</i>	Portfolio Holder for Planning Policy and Place Delivery	Head of Planning	Draft Horley Business Park Supplementary Planning Document for Consultation To seek approval to consult on the draft Horley Business Park Supplementary Planning Document (SPD) and delegated authority to make any factual changes needed to the consultation documents needed before consultation				Open	
<i>Richard Robinson, Head of Housing</i>	Portfolio Holder for Investment and Companies	Director of Finance and Organisation	Authorisation for the Sale of Wheatley Court to Castledown Homes To seek authorisation for the Sale of Wheatley Court to Castledown Homes.				Part exempt	KEY

What is a key decision?

Article 14 of the Council's constitution defines a key decision as a decision that is likely to: (i) result in the Council incurring expenditure which is, or the making of savings which are, significant (in excess of £250,000 or 10% of the budget allocated to that particular service); or (ii) be significant in terms of its effects on communities living or working in an area comprising two or more Wards in the Council's area.

Notice of Private Meetings

Notice is hereby given in accordance with Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that the above items (marked as part-exempt or exempt above) are likely to be considered in private at a meeting of the Council's Executive (or its sub-committees). Should you wish to make representations in relation to a meeting being held in private for consideration of any exempt or part-exempt items listed above, you should contact Democratic Services by no later than 14 clear calendar days before the relevant meeting.

Mari-Roberts-Wood, Head of Paid Service

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