



# Reigate and Banstead Borough Council Notice of Key Decisions and Corporate Forward Plan

**Publish: 25 May 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.

<b>The Executive</b>
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

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

<b>Report Author(s)</b>	<b>Lead Member(s)</b>	<b>Officer sign off</b>	<b>Subject</b>	<b>O&amp;S</b>	<b>Executive</b>	<b>Council</b>	<b>Open / Exempt</b>	<b>Key</b>
<b>May</b>								
<i>Alex Vine, Democratic and Electoral Services Manager</i>	Leader of the Council	Head of Legal and Governance	<b>Constitution and Membership of Ordinary Committees 2022/23</b>  To constitute and receive the			26 May 2022	Open	

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			nominations of Group Leaders for Membership of Committees subject to Political Balance.					
<b>June</b>								
<i>Tom Borer, Policy Officer</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Head of Paid Service	<b>Reigate &amp; Banstead 2025 Annual Report 2021/22</b>  The annual report on the Council's Reigate & Banstead 2025 Corporate Plan for 2021/22.	16 Jun 2022	23 Jun 2022		Open	
<i>Luke Harvey, Project &amp; Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy	<b>Quarter 4 performance report 2021/22</b>  To receive the Q4 2021/22 performance report.	16 Jun 2022	23 Jun 2022		Open	
<i>Luke Harvey, Project &amp; Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy	<b>Risk management - Q4 2021/22</b>  To receive an update on risk management in Q4 2021/22		23 Jun 2022  To be considered by Audit Committee on 14 June 2022		Open	
<i>Kirsty Jane Hill, Democratic Services Officer</i>	Portfolio Holder for Investment and Companies	Head of Paid Service	<b>Shareholder Actions - 23 June 2022: (a) Greensand Holdings Limited</b>  To seek approval for Director		23 Jun 2022  To be considered by CVESC		Part exempt	

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			appointment for Greensand Holdings Limited.		on 23 Jun 2022			
<i>Kirsty Jane Hill, Democratic Services Officer</i>	Portfolio Holder for Investment and Companies	Director of Finance and Organisation	<b>Shareholder Actions - 23 June 2022 (b) RBBC Limited</b>  To receive RBBC Limited's Financial Statements for the year ended 30 September 2021		23 Jun 2022  To be considered by CVESC on 23 Jun 2022		Open	
<i>Liane Dell, Democratic Services Officer</i>	Leader of the Council	Head of Legal and Governance	<b>Appointment to Outside Bodies 2022/23</b>  To ensure that the Council is represented on a range of organisations and bodies working with the community and Borough.		23 Jun 2022		Open	
<i>Frank Etheridge, Strategic Head of Neighbourhood Services</i>	Portfolio Holder for Neighbourhood Services	Strategic Head of Neighbourhood Services	<b>Response to Motion: Roll-Out of Recycling</b>  Response to the motion on the roll-out of recycling submitted to Council on the 29 July 2021.		23 Jun 2022		Open	
<i>Alan Mills, Digital Delivery Manager, Catherine Rose, Head of Corporate Policy</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy	<b>Council motion: Retrofitting Insulation</b>  To consider the Council Motion about retrofitting insulation that		23 Jun 2022		Open	

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			was referred to the Executive at Full Council on 7 April 2022					
<b>July</b>								
<i>Tom Borer, Policy Officer</i>	Portfolio Holder for Investment and Companies	Head of Paid Service	<b>Companies Performance Update - Spring 2022</b>  To consider an update on the performance of Council companies.	17 Mar 2022	21 Jul 2022		Part exempt Commercially Sensitive	
<i>Kate Brown, Head of Organisational Development, Ann Slavin, Interim Strategic Head of Corporate Resources</i>	Portfolio Holder for Corporate Policy and Resources	Director of Place	<b>Head of Paid Service title and remuneration</b>  To approve the Recommendations from Employment Committee to amend the title and remuneration of the Head of Paid Service.			28 Jul 2022	Fully exempt	
<b>September</b>								
<i>Richard Robinson, Head of Housing</i>	Portfolio Holder for Housing and Support	Chief Executive	<b>The Purchase of Temporary &amp; Emergency Accommodation</b>  To seek approval of a budget to purchase temporary & emergency accommodation and to carry out remedial works as necessary.		15 Sep 2022		Part exempt	KEY

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<i>David Brown, Finance Manager, Luke Harvey, Project &amp; Performance Team Leader, Pat Main, Interim Head of Finance</i>	Deputy Leader and Portfolio Holder for Finance and Governance, Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Interim Head of Finance	<b>Quarter 1 2022/23 performance report</b>  To receive an update on performance in Q1 2022/23.	8 Sep 2022	15 Sep 2022		Open	
<i>Luke Harvey, Project &amp; Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy	<b>Risk management - Q1 2022/23</b>  To receive an update on risk management in Q1 2022/23		15 Sep 2022  To be considered by Audit Committee		Open	
<b>Pending</b>								
<i>Tanya Mankoo-Flatt, Principal Planning Development Officer</i>	Portfolio Holder for Planning Policy and Place Delivery  Portfolio Holder for Planning Policy and	Head of Planning	<b>Draft Horley Business Park Supplementary Planning Document for Consultation</b>  To seek approval to consult on the draft Horley Business Park Supplementary Planning Document (SPD) and delegated				Open	

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	Place Delivery		authority to make any factual changes needed to the consultation documents needed before consultation					

### 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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