



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

Published: Date Not Specified

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
V Lewanski, Vice-Chair
M Brunt, Leader of the Council
T Schofield, Deputy Leader, Finance and Governance

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
September								
<i>Richard Robinson, Head of Housing</i>	Portfolio Holder for Housing and Support	Head of Paid Service	The Purchase of Temporary & Emergency Accommodation To seek approval of a budget to purchase temporary &		15 Sep 2022		Open ks.	KEY

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			emergency accommodation and to carry out remedial works as necessary.					
<i>Head of Corporate Policy, Dan Woodard, Sustainability Project Officer</i> <i>Catherine Rose, Head of Corporate Policy</i>	Portfolio Holder for Corporate Policy and Resources Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy Head of Corporate Policy	Environmental Sustainability Strategy: Annual Report To provide members with an update about progress towards delivery of the Council's Environmental Sustainability Strategy	8 Sep 2022	15 Sep 2022		Open	KEY
<i>Andrew Benson, Head of Planning, Ian Dunsford, Planning Policy Manager</i>	Portfolio Holder for Planning Policy and Place Delivery Portfolio Holder for Planning Policy and Place Delivery	Director of Place Director of Place	Local Plan - Local Development Scheme To agree initiation and timetable for a new Local Plan.	8 Sep 2022	15 Sep 2022	22 Sep 2022	Open	KEY
<i>David Brown, Finance Manager, Luke Harvey, Project & Performance Team Leader, Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance, Portfolio Holder for Corporate Policy and Resources Deputy Leader and Portfolio	Head of Corporate Policy, Interim Head of Finance Head of Corporate Policy, Interim Head of Finance	Quarter 1 2022/23 performance report To receive an update on performance in Q1 2022/23.	8 Sep 2022	15 Sep 2022		Open	

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	Holder for Finance and Governance, Portfolio Holder for Corporate Policy and Resources							
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy	Risk management - Q1 2022/23 To receive an update on risk management in Q1 2022/23		15 Sep 2022		Open	
<i>Pat Main, Chief Finance Officer</i> <i>Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance Deputy Leader and Portfolio Holder for Finance and Governance	Interim Head of Finance Interim Head of Finance	Treasury Management Strategy Outturn 2021/22 To report to members the performance of the Treasury function in the financial year 2021/22.		15 Sep 2022	22 Sep 2022	Open	
<i>Head of Legal and Governance</i>	Portfolio Holder for Investment and Companies	Managing Director	Partner and Shareholder Actions EXEMPT For the Executive to endorse and approve the decisions of the Commercial Ventures Executive Sub-Committee on 21 July 2022.				Fully exempt	KEY

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<i>Kirsty Jane Hill, Democratic Services Officer</i>	Portfolio Holder for Investment and Companies	Head of Legal and Governance	<p>Shareholder Actions - Accounts and Auditor appointments</p> <p>Shareholder Actions for (a) Greensand Holdings Limited; and, (b) Horley Business Park Development LLP</p>		15 Sep 2022		Part exempt Annual report and accounts for the companies for the year to 31 December 2021 may be draft.	
October								
<i>Duane Kirkland, Head of Wellbeing and Intervention</i>	Portfolio Holder for Leisure and Culture	Head of Legal and Governance, Head of Paid Service, Interim Head of Finance	<p>Leisure and Culture Strategy</p> <p>To receive and consider the Council's first Leisure and Culture Strategy</p>	13 Oct 2022	27 Oct 2022		Open	KEY
November								
<i>Jacqueline Aboagye, Finance Manager, David Brown, Finance Manager, Pat Main, Chief Finance Officer, Simon Rosser,</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Interim Head of Finance	<p>Service & Financial Planning 2023/24</p> <p>To approve draft budget proposals for 2023/24.</p>		17 Nov 2022		Open	KEY

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<i>Head of Revenues, Benefits and Fraud</i>								
<i>Andrew Benson, Head of Planning, Tanya Mankoo-Flatt, Principal Planning Development Officer</i>	Portfolio Holder for Planning Policy and Place Delivery	Director of Place	CIL Strategic Infrastructure Programme 2023-2028 To agree the strategic infrastructure programme for CIL projects to be funded 2023-2028.		17 Nov 2022		Open	
<i>Katie Jackson, Environmental Health Manager</i>	Portfolio Holder for Neighbourhood Services	Head of Neighbourhood Operations	Housing Assistance Policy - Financial Assistance for Adaptations and Repairs The Housing Assistance Policy - Financial Assistance for Adaptations & Repairs has been updated and revised to reflect current and future circumstances, particularly increases in the costs of works and to improve the scope where assistance may be provided. Executive is asked to approve the revised Policy.		17 Nov 2022		Open	KEY
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance Deputy Leader and Portfolio	Interim Head of Finance Interim Head of Finance	Treasury Management Strategy Mid-Year Report 2022/23 To consider the Treasury Management Mid-Year Report 2022/23.		17 Nov 2022	1 Dec 2022	Open	

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	Holder for Finance and Governance							
December								
<i>Tom Borer, Policy Officer, Catherine Rose, Head of Corporate Policy</i>	Portfolio Holder for Investment and Companies Portfolio Holder for Investment and Companies	Head of Corporate Policy Head of Corporate Policy	Commercial Strategy: Progress Update To provide members with a progress update about work aligned with the Council's commercial strategy and objectives	8 Dec 2022	15 Dec 2022		Part exempt The report may contain commercially sensitive information	
<i>David Brown, Finance Manager, Luke Harvey, Project & Performance Team Leader, Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance, Portfolio Holder for Corporate Policy and Resources Deputy Leader and Portfolio Holder for Finance and Governance, Portfolio Holder	Head of Corporate Policy, Interim Head of Finance Head of Corporate Policy, Interim Head of Finance	Quarter 2 2022/23 performance report To receive an update on Q2 2022/23 performance	8 Dec 2022	15 Dec 2022		Open	

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	for Corporate Policy and Resources							
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy	Risk management - Q2 2022/23 To receive an update on Q2 2022/23 risk management.		15 Dec 2022		Open	
Pending								
<i>Kirsty Jane Hill, Democratic Services Officer</i>	Portfolio Holder for Investment and Companies Portfolio Holder for Investment and Companies	Head of Paid Service Head of Paid Service	Shareholder Actions: Greensand Holdings Limited To seek approval for Director appointment for Greensand Holdings Limited.				Part exempt	
<i>Daniel Jones, Property Services Manager</i>	Portfolio Holder for Investment and Companies	Interim Head of Finance	Asset Management Plan 2023-2028 To approve the Council's Asset Management Plan 2023 -2028.				Open	KEY
<i>Daniel Jones, Property Services Manager, Pat Main, Chief Finance Officer</i>	Portfolio Holder for Investment and Companies	Interim Head of Finance	Investment in a Council-owned commercial property in Reigate To present proposals for		17 Nov 2022		Part exempt	KEY

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			refurbishment of a Council-owned commercial property in Reigate.					
<i>Tanya Mankoo-Flatt, Principal Planning Development Officer</i>	Portfolio Holder for Planning Policy and Place Delivery 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	

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

Contact: Democratic Services **Email:** democratic@reigate-banstead.gov.uk **Telephone:** 01737 276812
Address: Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH

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