



Reigate and Banstead Borough Council

Notice of Key Decisions and Corporate Forward Plan

Published: 21 September 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
M Brunt, Leader of the Council
V Lewanski, Policy and Resources, Vice-Chair
T Schofield, Finance and Governance

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
September								
<i>Kirsty Jane Hill, Company Secretary</i>	Portfolio Holder for Investment and Companies	Head of Legal and Governance	Shareholder Actions - Accounts and Auditor appointments Shareholder Actions for (a)		26 Sep 2022 To be considered at CVESC on		Part exempt Annual report and	

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
			Greensand Holdings Limited; and, (b) Horley Business Park Development LLP		26 Sep 2022		accounts for the companies for the year to 31 December 2021 may be draft.	
October								
<i>Richard Robinson, Head of Housing</i>	Portfolio Holder for Housing and Support	Managing Director	The Purchase of Temporary & Emergency Accommodation To seek approval of a budget to purchase temporary & emergency accommodation and to carry out remedial works as necessary.		20 Oct 2022		Open	KEY
<i>Catherine Rose, Head of Corporate Policy, Dan Woodard, Sustainability Project Officer</i>	Portfolio Holder for Corporate Policy and Resources	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	13 Oct 2022	20 Oct 2022		Open	KEY
<i>Andrew Benson, Head of Planning, Ian Dunsford, Planning Policy</i>	Portfolio Holder for Planning Policy and Place Delivery	Director of Place	Local Plan - Local Development Scheme To agree initiation and timetable	13 Oct 2022	20 Oct 2022	27 Oct 2022	Open	KEY

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
<i>Manager</i>			for a new Local Plan.					
<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	Chief Finance Officer	Quarter 1 2022/23 performance report To receive an update on performance in Q1 2022/23.	13 Oct 2022	20 Oct 2022		Open	
<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		20 Oct 2022 Considered by Audit Committee on 7 Sep 2022		Open	
<i>Jacqueline Aboagye, Finance Manager, Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Treasury Management Strategy Outturn 2021/22 To report to members the performance of the Treasury function in the financial year 2021/22.		20 Oct 2022 Considered by Audit Committee on 7 Sep 2022	27 Oct 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	13 Oct 2022	20 Oct 2022		Fully exempt	KEY

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
			Executive Sub-Committee on 21 July 2022.					
November								
<i>Jacqueline Aboagye, Finance Manager, David Brown, Finance Manager, Pat Main, Chief Finance Officer, Simon Rosser, Head of Revenues, Benefits and Fraud</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Service & Financial Planning 2023/24 To approve draft budget proposals for 2023/24.		17 Nov 2022		Open	KEY
<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

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	<p>Treasury Management Strategy Mid-Year Report 2022/23</p> <p>To consider the Treasury Management Mid-Year Report 2022/23.</p>		<p>17 Nov 2022</p> <p>Considered at Audit Committee</p>	1 Dec 2022	Open	
<i>Kirsty Jane Hill, Company Secretary</i>	Portfolio Holder for Investment and Companies	Chief Finance Officer	<p>Greensand Holdings Limited - Funding requirement</p> <p>To consider providing additional funds to Greensand Holdings Limited</p>		17 Nov 2022		Part exempt Commercially sensitive information	KEY
<i>Mark Jolley, Greenspaces Manager</i>	Portfolio Holder for Investment and Companies	Head of Legal and Governance, Chief Finance Officer, Strategic Head of Neighbourhood Services	<p>Project Baseball Closure, November 2022</p> <p>This report seeks to formally record the Council's operational decision to cease any further development work on, and to close Project Baseball. It provides an account of the project, and details how it was anticipated to support the delivery of the Council's Corporate Plan objectives through its future use, and income generation potential.</p>		<p>17 Nov 2022</p> <p>Considered by CVESC on 17 Nov 2022</p>		Open	KEY

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
December								
<i>Duane Kirkland, Head of Wellbeing and Intervention</i>	Portfolio Holder for Leisure and Culture	Head of Legal and Governance, Head of Paid Service, Chief Finance Officer	Leisure and Culture Strategy To receive and consider the Council's first Leisure and Culture Strategy	8 Dec 2022	15 Dec 2022		Open	KEY
<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.		15 Dec 2022		Open	
<i>Tom Borer, Policy Officer, Catherine Rose, Head of Corporate Policy</i>	Portfolio Holder for Investment and Companies	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</i>	Deputy Leader and Portfolio Holder for Finance and Governance,	Head of Corporate Policy, Chief Finance Officer	Quarter 2 2022/23 performance report To receive an update on Q2 2022/23 performance	8 Dec 2022	15 Dec 2022		Open	

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
<i>Team Leader, Pat Main, Chief Finance Officer</i>	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 - Q2 2022/23 To receive an update on Q2 2022/23 risk management.		15 Dec 2022 Considered at Audit Committee		Open	
<i>Liane Dell, Democratic Services Officer, Alex Vine, Democratic and Electoral Services Manager</i>	Leader of the Council	Head of Legal and Governance	Report of the Independent Remuneration Panel on Members' Allowances for 2023/24 To consider the recommendations of the Independent Remuneration Panel regarding Member allowances.			1 Dec 2022	Open	
January 2023								
<i>Annette Wiles, Deputy Democratic Services Manager</i>	Leader of the Council	Head of Legal and Governance	Calendar of Meetings 2023 - 2024 To provide the calendar of meetings for the 2023 - 2024 municipal year for approval by Council.	19 Jan 2023	26 Jan 2023	9 Feb 2023	Open	

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
Pending								
<i>Daniel Jones, Property Services Manager, Pat Main, Chief Finance Officer</i>	Portfolio Holder for Investment and Companies	Chief Finance Officer	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	Chief Finance Officer	Options for Council-owned commercial property, Beech House, Reigate To consider the options of a Council-owned commercial property, Beech House, Reigate.				Part exempt	

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, Managing Director

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