



Reigate and Banstead Borough Council

Notice of Key Decisions and Corporate Forward Plan

Published: 16 November 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
V Lewanski, Vice-Chair, Policy and Resources
M Brunt, Leader of the Council
T Schofield, Deputy Leader, Finance and Governance

Report Author(s)	Lead Member(s)	Officer sign off	Subject	Considered by	Executive	Council	Open / Exempt	Key
November								
<i>Jacqueline Aboagye, Finance Manager, David Brown, Finance Manager, Pat</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

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<i>Main, Chief Finance Officer, Simon Rosser, Head of Revenues, Benefits and Fraud</i>								
<i>Katie Jackson, Environmental Health Manager</i>	Portfolio Holder for Neighbourhood Services	Head of Neighbourhood Operations	<p>Housing Assistance Policy - Financial Assistance for Adaptations and Repairs</p> <p>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.</p>		17 Nov 2022		Open	KEY
<i>Joyce Hamilton, Strategic Head of Legal & Governance</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Managing Director, Strategic Head of Legal and Governance	<p>Governance of Council's charitable trusts</p> <p>A recommendation to amend the terms of reference of CVESC to include governance of the Council's charitable trusts (where Council is the sole trustee)</p>		17 Nov 2022 (Commercial Ventures Executive Sub-Committee)	1 Dec 2022	Open	

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<i>Mark Jolley, Greenspaces Manager</i>	Portfolio Holder for Investment and Companies	Head of Legal and Governance, Interim Head of Finance, 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>		17 Nov 2022 (Commercial Ventures Executive Sub-Committee)		Open	KEY
<i>Daniel Jones, Property Services Manager</i>	Portfolio Holder for Investment and Companies	Chief Finance Officer	<p>Asset Management Plan 2023-2028</p> <p>To approve the Council's Asset Management Plan 2023 -2028.</p>		17 Nov 2022 (Commercial Ventures Executive Sub-Committee)		Open	KEY
<i>Daniel Jones, Property Services Manager, Pat Main, Chief Finance Officer</i>	Portfolio Holder for Investment and Companies	Chief Finance Officer	<p>Future operation of Council-owned cafe premises</p> <p>To undertake a phased programme of marketing and re-letting of the three Council-owned cafe premises at Priory Park in Reigate, Memorial Park in Redhill and at the Lady Neville Recreation Ground in</p>		17 Nov 2022 (Commercial Ventures Executive Sub-Committee)		Open	

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			Banstead in order to secure a more sustainable income stream.					
<i>Kirsty Jane Hill, Democratic Services Officer</i>	Portfolio Holder for Investment and Companies	Strategic Head of Legal and Governance	<p>Partnership Action - Horley Business Park Development LLP</p> <p>To consider required Partnership Actions as partner representative for Horley Business Park Development LLP for the 2021 accounts and auditor appointment</p>		17 Nov 2022 (Commercial Ventures Executive Sub-Committee)		Part exempt	
December								
<i>Tara O'Hara, Housing Register and Prevention Team Leader</i>	Portfolio Holder for Housing and Support	Managing Director	<p>Social Housing Downsizing Support Scheme</p> <p>To seek approval to pilot a downsizing scheme that will assist social tenants currently under occupying family size homes with securing smaller properties.</p>		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, Projects and Performance	<p>Commercial Strategy: Progress Update</p> <p>To provide members with a progress update about work aligned with the Council's commercial strategy and objectives</p>	Overview and Scrutiny Committee 8 Dec 2022	15 Dec 2022		Part exempt The report may contain commercially	

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							sensitive information	
<i>Andrew Benson, Head of Planning</i>	Portfolio Holder for Planning Policy and Place Delivery	Director of Place	<p>Use of up to 10% of CIL strategic fund for urgent/unforeseen project funding</p> <p>Agreement for use of up to 10% of Community Infrastructure Levy (CIL) strategic fund for urgent/unforeseen project funding.</p>		15 Dec 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	Head of Corporate Policy, Projects and Performance, Chief Finance Officer	<p>Quarter 2 2022/23 performance report</p> <p>To receive an update on Q2 2022/23 performance</p>	Overview and Scrutiny Committee 8 Dec 2022	15 Dec 2022		Open	
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	<p>Risk management - Q2 2022/23</p> <p>To receive an update on Q2 2022/23 risk management.</p>	Audit Committee 7 Dec 2022	15 Dec 2022		Open	

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<i>Pat Main, Chief Finance Officer</i> <i>Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Treasury Management Strategy Mid-Year Report 2022/23 To consider the Treasury Management Mid-Year Report 2022/23.	Audit Committee 7 Dec 2022	15 Dec 2022	9 Feb 2023	Open	KEY
<i>Liane Dell, Democratic Services Officer,</i> <i>Alex Vine, Democratic and Electoral Services Manager</i>	Leader of the Council	Strategic 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	
<i>Joyce Hamilton, Strategic Head of Legal & Governance</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Strategic Head of Legal and Governance	Constitution update A report recommending changes to the Constitution and scheme of delegation.			1 Dec 2022	Open	
January 2023								
<i>Alison Robinson, Housing Strategy and Performance Manager</i>	Portfolio Holder for Housing and Support	Director of People	Council's Social Landlord Functions - Supporting Policies To agree a Rent Policy, Compensation Policy and		26 Jan 2023		Open	KEY

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			Decant Policy to support the Council's landlord functions.					
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	Risk management strategy and methodology - 2023/24-2025/26 To approve the Council's updated risk management strategy and methodology for 2023/24-2025/26	Audit Committee 7 Dec 2022	26 Jan 2023	9 Feb 2023	Open	
<i>Annette Wiles, Deputy Democratic Services Manager</i>	Leader of the Council	Strategic 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.	Overview and Scrutiny Committee 19 Jan 2023	26 Jan 2023	9 Feb 2023	Open	
February 2023								
<i>Kate Brown, Head of Organisational Development, Ann Slavin, Interim Strategic Head of Corporate Resources</i>	Portfolio Holder for Corporate Policy and Resources	Strategic Head of Corporate Resources	Pay Policy Statement 2023/24 To agree the Pay Policy for 2023/24.			9 Feb 2023	Open	

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March 2023								
<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.		23 Mar 2023		Open	
<i>Jacqueline Aboagye, Finance Manager, Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Council Tax Base 2023/24 To receive a report on the Council Tax Base 2023/24.			1 Dec 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 2023/24 To consider the Treasury Management Strategy 2023/24.	Audit Committee 14 Mar 2023	23 Mar 2023	30 Mar 2023	Open	

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Pending

<i>Duane Kirkland, Head of Wellbeing and Intervention</i>	Portfolio Holder for Leisure and Culture	Strategic Head of Legal and Governance, Managing Director, Chief Finance Officer	Leisure and Culture Strategy To receive and consider the Council's first Leisure and Culture Strategy	Overview and Scrutiny Committee 8 Dec 2022	Not before 26th Jan 2023		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 in Reigate To consider the options of a Council-owned commercial property in Reigate.	Commercial Ventures Executive Sub-Committee			Part exempt	
<i>Kirsty Jane Hill, Democratic Services Officer</i>	Portfolio Holder for Investment and Companies	Chief Finance Officer	Greensand Holdings Limited - Funding requirement To consider providing additional funds to Greensand Holdings Limited	Commercial Ventures Executive Sub-Committee Not before 26th Jan 2023	Not before 26th Jan 2023		Part exempt Commercially sensitive information	KEY

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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

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