



# Reigate and Banstead Borough Council

## Notice of Key Decisions

**Date of meeting: 24 June 2021**

**Date of this notice: 26 May 2021**

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 are also included in the Notice wherever possible. 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>	<b>The Commercial Ventures Executive Sub Committee</b>
Leader of the Council Deputy Leader, Finance and Governance Investment and Companies Community Partnerships Planning Policy and Place Delivery Neighbourhood Services Economic Prosperity Housing and Support Corporate Policy and Resources Leisure and Culture	Chair Vice-Chair Leader of the Council 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>
<i>Tom Borer, Policy Officer, Ross Tanner, Performance Officer</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy	<p><b>Reigate &amp; Banstead 2025 Performance Report 2020/21</b></p> <p>To consider progress in implementing the corporate plan throughout 2020/21</p>	17 Jun 2021	24 Jun 2021		Open	
<i>Tanya Mankoo-Flatt, Principal Planning Development Officer</i>	Portfolio Holder for Planning Policy and Place Delivery	Head of Planning	<p><b>Adoption of the Local Character &amp; Distinctiveness Design Guide Supplementary Planning Document</b></p> <p>To seek approval for the adoption of the Local Character &amp; Distinctiveness Design Guide Supplementary Planning Document (SPD) and revocation of the Local Distinctiveness Guide SPG 2004.</p>		24 Jun 2021		Open	
<i>Katie Jackson, Environmental Health Manager</i>	Portfolio Holder for Neighbourhood Services	Director of Place	<p><b>Fees and Charges Policy for Licenced Mobile Home Sites</b></p> <p>To consider the Fees and Charges Policy for Licenced Mobile Home Sites.</p>		24 Jun 2021		Open	

<i>Alex Berry, Deputy Democratic Services Manager</i>	Portfolio Holder for Neighbourhood Services	Head of Legal and Governance	<p><b>Appointments to the Board of the Banstead Common Conservators (2021)</b></p> <p>To consider the outcome of the nomination process for the annual appointment of representatives to serve on the Board of the Banstead Common Conservators.</p>		24 Jun 2021		Part exempt	
<i>David Brown, Finance Manager, Luke Harvey, Project &amp; Performance Team Leader</i>	Deputy Leader and Portfolio Holder for Finance and Governance, Portfolio Holder for Corporate Policy and Resources	Interim Head of Finance, Head of Corporate Policy	<p><b>Q4 2020/21 Performance Report</b></p> <p>To consider the Council's performance in Q4 2020/21</p>	17 Jun 2021	24 Jun 2021		Open	
<i>Luke Harvey, Project &amp; Performance Team Leader</i>	Councillor Victor Lewanski	Head of Corporate Policy	<p><b>Risk management - Q4 2020/21</b></p> <p>To consider an update on risk management for Q4 2020/21.</p>		24 Jun 2021		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**

**Interim Head of Paid Service**