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# FORWARD PLAN

**Compiled on behalf of the Mayor of Torbay**

**PlanTitle**

**StartValidDate to EndValidDate**

**For information relating to the Forward Plan or to request a copy in another format or language please contact:**

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# Torbay Council

## Forward Plan of Key Decisions

### Explanatory Note

Torbay Council is required to publish a Forward Plan of all key decisions to be taken in the following four months. The first Plan became effective on 1 March 2002. It is updated monthly.

Although Government regulations suggest that Key Decisions should only refer to Executive functions, Torbay Council has decided that those Council functions that would have been a Key Decision if they were to have been decided by the Mayor will also be included in the Forward Plan. This will include changes to the Council's Policy Framework and decisions that are not in accordance with the Council's Budgetary Framework.

The Regulations define a key decision as a decision that is likely to:

- (i) result in incurring expenditure or making of savings which are significant; or
- (ii) be significant in terms of its effects on communities living or working in the area.

The Council has produced comprehensive criteria to define "significant" and these are set out on the following page.

The Forward Plan consists of a brief description of the decisions that are to be made, consultation information, key risks and key opportunities.

Copies of the documents referred to in the Forward Plan may be obtained by contacting the Governance Support Team by telephone (01803 207087), email ([governance.support@torbay.gov.uk](mailto:governance.support@torbay.gov.uk)) or post (Town Hall, Castle Circus, Torquay, TQ1 3DR).

The Forward Plan is available free of charge on request from the Governance Support Team of Torbay Council and is available for inspection at the Connections offices in Torquay, Paignton and Brixham. It is also available on the Council's website (<http://www.torbay.gov.uk/forward-plan>).

Gordon Oliver  
Mayor of Torbay

**To request a copy in another format or language phone 01803 207087**

## Definitions of "significant"

### Expenditure and savings

A proposed decision shall be regarded as a Key Decision by way of “**incurring expenditure or making of savings which are significant**” if any one or more of the following apply:

- (1) In the opinion of the Chief Finance Officer, there is likely to be a budget variation (other than one within a Business Unit) of more than £250,000;
- (2) In the opinion of the Chief Finance Officer, it is likely to result in capital expenditure above that provided for in the capital programme and it is likely to involve an additional call on the Council’s internal resources of more than £250,000;
- (3) In the opinion of the relevant Director, the decision is likely to have a material effect on Council services, including where:
  - (i) an existing service will be reduced by more than 10 per cent or will cease altogether;
  - (ii) a service which is currently provided in house will be outsourced (or vice versa); or
  - (iii) a partnership will be entered with a third party which is likely to involve a material element of risk transfer to the Council;
- (4) The proposal involves the acquisition or disposal of land having a value estimated by the Chief Finance Officer to be likely to exceed £250,000;
- (5) The proposal involves the disposal of a capital asset (other than land) having a value estimated by the Chief Finance Officer to be likely to exceed £250,000;
- (6) Where in the opinion of the Assistant Director Corporate and Business Services the proposal is likely to result in compulsory redundancies or major changes to the terms and conditions of employment of 100 or more employees across the Council’s functions;

### Effect of communities

A proposed decision shall be regarded as a Key Decision by way of being “**significant in terms of its effects on communities living or working in the area**” if the relevant Director or Assistant Director, in consultation with the relevant Executive Member, considers that it ought to be included in the Forward Plan having regard to all the circumstances including the following principles:

- (1) A decision may affect a great number of people, or a number of wards, but not significantly and these decisions shall **not** normally be regarded as key;
- (2) A decision that has a significant impact on communities living or working in only one ward will normally be treated as a Key Decision e.g. a school closure or the introduction or amendment of traffic calming measures;
- (3) Where a decision is only likely to have a significant impact on a very small number of people in one ward it will **not** normally be key. But the people affected should be informed of the forthcoming decision in sufficient time for them to exercise their rights to see the relevant papers and make an input into the decision making process;

- (4) Consideration should be given to the level of public interest in the decision. The higher the level of interest the more appropriate it is that the decision should be considered to be key.

## **Our Pledges**

### *Working for a healthy, prosperous and happy Bay*

- **Sympathetic regeneration**
- **Boosting local employment**
- **Protecting vulnerable children and adults**
- **A cleaner, greener, healthier Bay**
- **Expansion of our tourism and heritage offer**
- **A safer Bay**
- **Value for money**



## Forward Plan Contents:

<b>Matter for decision</b>	<b>Expected date of Decision</b>	<b>Decision Maker</b>	<b>Page</b>
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**Torbay Public Service Trust (SWIFT project)**

The report outlines the establishment of a new legal framework called the Torbay Public Services Trust (TPST) which will be established as a company limited by guarantee, completed within the remit of the Social Work Innovation Fund (SWIFT). This new organisation will be used as a vehicle for public and community and voluntary sector bodies in Torbay to co-commission services and to share savings across parties. This is a means of achieving a common public purse and commissioner. The report outlines the benefit to Torbay Council and requests permission for the Local Authority to become a member.

<b>Wards affected:</b>	All Wards
<b>Consultees:</b>	<p>South Devon and Torbay CCG  The Office of the Police and Crime Commission  The Joined Up Board (Integrated Care Organisation)  Torbay Culture Partnership  SWIFT Strategic Group (multi-agency including the Community Development Trust)  SWIFT Seconded Integration Champions (multi-agency practitioners)  SWIFT Influential Community Members x4  SWIFT focus groups - staff and children and young people  Hele, Barton and Watcombe community via consultation</p>
<b>Means of Consultation:</b>	<p>There have been two workshops to date where the Local Authority and partner organisations have sent legal and commissioning Leads and Chief Officers. At the first meeting, attendees selected DA and mental health as key cross-cutting issues for the new TPST to progress. Further consultation has taken place with the same groups for due diligence of the papers, and amendments have been made. Presentations have/are to be made internally within the Senior Leadership Team, to the Hospital Trust Board (the ICO), the Office of the Police and Crime Commissioner and the South Devon and Torbay CCG.</p>
<b>Documents to be considered:</b>	<p>There are currently no documents published. All documents will normally be published at least five clear working days before the meeting. Where documents are not available five clear working days before the meeting, the documents will be published at the same time as they are made available to the decision maker.</p>
<b>Responsible Executive Lead and Officer:</b>	<p>Executive Lead for Adults and Children (Councillor Julien Parrott)  - Director of Children's Services and Innovation  - Gail Rogers</p>

<b>Corporate Priority:</b>	Protecting vulnerable children and adults
<b>Key Opportunities:</b>	Other organisations primed to join the Torbay Public Service Trust (TPST) are Devon and Cornwall Police, the Office of the Police and Crime Commission, Torbay and Southern Devon Health Care Trust, Torbay and South Devon Health Partnership Trust, and the Community Rehabilitation Company. The TPST will act as a vehicle through which its members contract to commission jointly and pay for services. This will reduce duplicated transaction costs over a wide range of organisations and early intervention projects, and help improve deliverability as decision makers from across the public sector would have a clear and proven way of delivering projects.
<b>Key Risks:</b>	There are no risks to the Local Authority of becoming members of the TPST. Membership does not require any individual organisation's participation within commissioning or investment proposals, but does enable this. The TPST is not staffed and members contribute in-kind resources to legally maintaining it as an organisation.
<b>Type of Decision:</b>	Key Decision Council
<b>Decision Maker:</b>	Council
<b>Intended Decision Date:</b>	22 Oct 2015
<b>If you want to make representations contact:</b>	Gail Rogers SWIFT project c/o Town Hall, Castle Circus, Torquay TQ1 3DR telephone 207073, email gail.rogers@torbay.gov.uk