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FORWARD PLAN

Compiled on behalf of the Mayor of Torbay

Forward Plan published on 29 May 2013

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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 and is available at least 14 days before the beginning of each month.

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, (listed under the themes on which the Community Plan is based) followed by pages that give a fuller description of each of those matters. The Council has decided that the vision and the Community Plan themes should be adopted as the Council's vision and priorities. Where an issue does not directly link to one of the themes it will refer to 'corporate support', which aims at improving service deliver, efficiency and quality.

Copies of the documents referred to in the Forward Plan may be obtained by contacting the Democratic Services Section by telephone (01803 207064), email (democratic.services@torbay.gov.uk) or post (Town Hall, Castle Circus, Torquay, TQ1 3DR).

The Forward Plan is available free of charge on request from the Democratic Services Section 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 Commissioner, 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 Executive Head of Human Resources 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 Commissioner, in consultation with the relevant Cabinet 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:

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Acquisition of Torbay and Southern Devon Health and Care Trust (formally Torbay Care Trust) by an NHS Foundation Trust and the commissioning contract for Adult Social Care

Torbay Council to date has successfully provided for adult social care through an integrated model of health and social care which has had national acclaim. As part of the ongoing reforms of the NHS the former care trust are now in a position to be 'acquired' by another NHS Foundation Trust through a technical acquisition process. Council are asked to consider if they wish to continue to commission adult care through a new Foundation Trust in order to continue to provide a joined up system of health and social care for local communities in the Bay.

Wards affected:	All Wards
Consultees:	Mayor and Councillor working group, NHS commissioners, Care Commissioning Group and Scrutiny members
Means of Consultation:	Circulation of papers, presentations.
Documents to be considered:	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.
Responsible Executive Lead and Officer:	Executive Lead for Adult Social Care and Older People (Councillor Christine Scouler) Chief Operating Officer / Director of Adult Services - Caroline Taylor
Corporate Priority:	Protecting vulnerable children and adults; Value for money
Key Opportunities:	Commissioning Adult Social care through a new NHS Foundation Trust provider will provide further opportunities to build on integrated social and health care and provide opportunities for further innovation for the benefit of local communities against the background of constraints in public sector budgets-this may provide prospects for services to be delivered differently and within our future resource plans.
Key Risks:	The risk is that any NHS Foundation Trust 'bidder' may not be able to meet council requirements for service delivery/future budget constraints and alternative provision may need to be made.
Type of Decision:	Key Decision Council

Decision Maker:	Council
Intended Decision Date:	18 Jul 2013
If you want to make representations contact:	Caroline Taylor, telephone (01803) 207701, email caroline.taylor@torbay.gov.uk, address Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR

Adult Social Care - Local Account and Annual Adult's Safeguarding Report

Local Account provides information on Adult Social Care in Torbay and is a key way through which residents can hold the Council to account on how well we are supporting people with social care needs. It is a government requirement. It provides an overview of the previous year and outlines future policy direction in relation to social care and the safeguarding report outlining action taken in relation to adults safeguarding in the previous financial year.

Wards affected:	All Wards
Consultees:	Members, local communities
Means of Consultation:	Meetings, circulation of papers etc.
Documents to be considered:	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.
Responsible Executive Lead and Officer:	Executive Lead for Adult Social Care and Older People (Councillor Christine Scouler) Chief Operating Officer / Director of Adult Services - Caroline Taylor
Corporate Priority:	Protecting vulnerable children and adults
Key Opportunities:	It outlines specific outcomes in relation to a key area of spend and allows members to determine future policy priorities. It is in line with requirements of central government.
Key Risks:	Torbay Council would not be in line with national requirements and that potential policy changes would not have sufficient transparency and debate.
Type of Decision:	Key
Decision Maker:	Council
Intended Decision Date:	18 Jul 2013
If you want to make representations contact:	Caroline Taylor, telephone (01803) 2071169, email caroline.taylor@torbay.gov.uk, address Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR

Clennon Valley Sports Facilities Procurement

To consider a report with recommendations on the Invitation To Participate in Dialogue (ITPD) submissions that were received from the shortlisted bidders.

Wards affected:	Goodrington with Roselands
Consultees:	Torbay residents, Community Partnerships, Land Owners, Ward Councillors, Sports Council, Neighbourhood Forum,
Means of Consultation:	On line and postal survey of residents, public meetings, face-to-face meetings with stakeholders.
Documents to be considered:	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.
Responsible Executive Lead and Officer:	Executive Lead for Safer Communities, Parking and Sport (Councillor Robert Excell) Executive Head of Residents and Visitor Services – Sue Cheriton Chief Executive of Economic Development Company - Steve Parrock
Corporate Priority:	A cleaner, greener, healthier Bay
Key Opportunities:	To improve the quality of sports facilities in Torbay thus improving health and sporting outcomes for residents and visitors. To deliver sporting outcomes without cost to Torbay Council. To improve Leisure and Tourism facilities. To promote economic development and employment opportunities.
Key Risks:	Long terms risks to the range and quality of sports facilities would arise from inaction or from the failure of the current tender process. Potential cost to Torbay Council from replacing or improving the facilities at a later date.
Type of Decision:	Key Decision Council
Decision Maker:	Council
Intended Decision Date:	18 Jul 2013

**If you want to make
representations contact:**

Iain Masters, tel: 01803 208975, email
iain.masters@tedcltd.com, postal address Torbay
Development Agency 3rd Floor Tor Hill House, Union Street,
Torquay, TQ2 5QW.

Community Safety Service Plan (Commercial Team)

This is the statutory work of the Commercial Team within Community Safety, which includes Food Safety, Trading Standards, Licensing & Health and Safety. The work supports businesses and consumers.

Wards affected:	All Wards
Consultees:	Partners, businesses and the general public.
Means of Consultation:	There is regular consultation over aspects of the work, with both businesses and residents.
Documents to be considered:	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.
Responsible Executive Lead and Officer:	Executive Lead for Safer Communities, Parking and Sport (Councillor Robert Excell) Director of Public Health – Debbie Stark Executive Head for Community Safety – Fran Hughes
Corporate Priority:	A cleaner, greener, healthier Bay; A safer Bay; Boosting local employment
Key Opportunities:	The work supports businesses by giving concise advice about their legal responsibilities and administering their applications. The work also protects consumers against defective and unsafe products.
Key Risks:	All the work administered by this team are statutory functions so a duty lies with the Authority to undertake this work.
Type of Decision:	Policy Framework Plan Council
Decision Maker:	Council
Intended Decision Date:	18 Jul 2013
If you want to make representations contact:	Stephen Cox, telephone: (01803) 208025, fax: (01803) 208554, email: licensing@torbay.gov.uk

Home to School Transport Policy

To consider a report setting out the phasing out of concessionary home to school transport support as part of the ongoing transformation programme in Children's Services.

Wards affected:	All Wards
Consultees:	Parents (via schools); South Devon College; school governors; dioceses; neighbouring Local Authorities.
Means of Consultation:	Children's Services have carried out a four-week consultation via the web site and drop-in sessions which closed at the end of May 2013.
Documents to be considered:	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.
Responsible Executive Lead and Officer:	Executive Lead for Children, Schools and Families (Councillor Ken Pritchard) Director of Children's Services – Richard Williams Head of Schools Commissioning - Matt Redwood
Corporate Priority:	Value for money
Key Opportunities:	To redirect resources to priority areas for Children's Services.
Key Risks:	Increased cost of access to schooling for some parents if changes go ahead.
Type of Decision:	Key Decisions Mayor
Decision Maker:	Mayor
Intended Decision Date:	18 Jul 2013
If you want to make representations contact:	Tricia Harwood telephone 01803 208245, email tricia.harwood@torbay.gov.uk, postal address, Town Hall, Castle Circus, Torquay, TQ1 3DR

Meadfoot Beach Chalets Development

To demolish and rebuild beach chalets at Meadfoot Beach Torquay as part of improving facilities for residents and visitors. The project would require prudential borrowing to proceed.

Wards affected:	Wellswood
Consultees:	Ward Councillors, Beach Hut User Group, Meadfoot Beach huts users, stake holders, Community Partnership
Means of Consultation:	Surveys, site visits, meetings and circulation of draft business case
Documents to be considered:	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.
Responsible Executive Lead and Officer:	Executive Lead for Tourism and Environment (Councillor Jeanette Richards) Commissioner of Place and Environment – Charles Uzzell Executive Head of Residents and Visitor Services - Sue Cheriton
Corporate Priority:	A cleaner, greener, healthier Bay; Expansion of our tourism and heritage offer; Sympathetic regeneration; Value for money

<p>Key Opportunities:</p>	<p>The chalets and huts at Meadfoot are now beyond economic repair, this provides an opportunity to replace the existing 50 year old units to improve the rental offer, and increase the regular income. Meadfoot has a substantial waiting list for Beach chalets and a current 100% occupancy; this development will enable the council to increase the number of units thus increasing footfall and providing a further potential to improve the café and toilet provision in a second phase.</p> <ul style="list-style-type: none"> • Increase seasonal, weekly and day let rental income by increased number of units • Increase chalet / hut winter charges due to improved facilities. • Savings can be made on existing and planned maintenance for a number of years • Develop increased winter footfall spreading economic activity over the shoulder months and increase the potential for further economic development
<p>Key Risks:</p>	<p>Risks the Council could face include:</p> <p>Potential risk of reduced income if the Council do not make the improvements</p> <p>Reduced income due to completion date slippage as a result of poor weather, planning, technical problems.</p> <p>Potenital low take up due to economic climate</p> <p>Potential customer complaints if transferred to higher priced facility</p>
<p>Type of Decision:</p>	<p>Key Decision Council</p>
<p>Decision Maker:</p>	<p>Council</p>
<p>Intended Decision Date:</p>	<p>18 Jul 2013</p>
<p>If you want to make representations contact:</p>	<p>Patrick Carney telephone 01803 207710, email patrick.carney@torbay.gov.uk, postal address Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR</p>

Torbay Economic Strategy

Report summarising the updated Torbay Economic Strategy 2013-18 reflecting the need to prioritise job creation. The recommendation is that members approve the adoption of the strategy.

Wards affected:	All Wards
Consultees:	Businesses Overview and Scrutiny Councillors
Means of Consultation:	The business community have been consulted through the Business Barometer questionnaire and will be consulted again prior to the strategy going to Council. The strategy will be going to overview and scrutiny on 13th March.
Documents to be considered:	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.
Responsible Executive Lead and Officer:	Executive Lead for Employment and Regeneration, Finance and Audit (Mayor Gordon Oliver) Director of Place and Resources – Charles Uzzell Chief Executive of Economic Development Company - Steve Parrock Director of Economic Strategy - Alan Denby
Corporate Priority:	Boosting local employment
Key Opportunities:	The strategy sets out the economic challenges faced by Torbay and how these can be addressed with an overarching aim of job creation. It suggests a comprehensive package of activity which if implemented will support the Torbay economy to grow.
Key Risks:	There have been significant changes since the last economic strategy was approved in 2010. Failure to address this could result in Torbay being less competitive in securing funding for projects which will create jobs.
Type of Decision:	Key Decision Council
Decision Maker:	Council

Intended Decision Date:	18 Jul 2013
If you want to make representations contact:	Suzie Masterman, Postal address 3rd Floor Torhill House, Torquay, TQ2 5QW, Tel 01803 207922, email suzie.masterman@tedcltd.com