

FORWARD PLAN

Compiled on behalf of the Cabinet

Forward Plan Published on 1 October 2021

1 November 2021 to 31 January 2022

**For information relating to the Forward Plan or to request a copy in another format or language please contact:
Governance Support (01803) 207087
Email: governance.support@torbay.gov.uk**

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.

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) 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. It is also available on the Council's website (<http://www.torbay.gov.uk/forward-plan>).

The Leader of the Council and Cabinet

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 Director of Corporate 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 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.

We want Torbay and its residents to thrive.

We want Torbay to be a place where we have turned the tide on poverty and tackled inequalities; where our children and older people will have high aspirations and where there are quality jobs, good pay and affordable housing for our residents.

We want Torbay to be the premier resort in the UK, with a vibrant arts and cultural offer for our residents and visitors to enjoy; where our built and natural environment is celebrated and where we play our part in addressing the climate change emergency.

The proposals in this Forward Plan help us to deliver this ambition by supporting the delivery of some or all of the following themes:

- thriving people;
- thriving economy;
- tackling climate change;
- Council fit for the future;
- the Council's responsibilities as corporate parents;
- tackling poverty, deprivation and vulnerability;
- people with learning disabilities.

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Consideration of Capital Investment at St Cuthbert Mayne School

Children's Services is seeking approval for capital investment at St Cuthbert Mayne Roman Catholic & Church of England School (St CM) to provide additional Secondary School capacity.

The Local Authority (LA) is continuing to experience an increase in the number of secondary pupils in the Torquay area and forecasts a shortfall of secondary school places in 2023 as published in the LA's pupil projections in Spring 2021. Capital Investment at St CM is required to provide additional places to meet this shortfall and support the LA in fulfilling its statutory place planning duty.

The Council has a statutory duty to ensure there are sufficient school places to meet demand, a failure to offer a school place would be in breach of that duty. If a place is not available locally then the LA would be required to provide transport to a school out of area.

To help create the required capacity locally, St CM has agreed to admit up to an extra 60 pupils in 2023, to support the school the LA proposes to provide £1m in capital funding.

Wards affected:	St Marychurch
Consultees:	Key stakeholders affected by this proposal and to be consulted with are the staff, parents and pupils at St CM, the Diocese, the Department of Education and the Regional Schools Commissioner.
Means of Consultation:	LA to hold meetings and ongoing dialogue with the key stakeholders. School to carry out a consultation with parents, students and staff. Planning consultation, if required, for any proposed works.
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 Cabinet Member and Officer:	Cabinet Member for Children's Services (Councillor Cordelia Law) Director of Children's Services (Nancy Meehan)
Link to targeted actions:	The Council's responsibilities as corporate parents; Thriving people

Reason for inclusion in the Forward Plan:	Capital expenditure +£250,000 and outside Capital Plan
Decision Maker:	Council
Intended Decision Date:	9 Dec 2021
If you want to make representations contact:	Samantha Poston, Schools Capital and Planning Officer, TDA, email samantha.poston@tda.uk.net , telephone (01803) 926404

Corporate Asset Management Strategy

The Council is undertaking a fundamental review of the Corporate Asset Management Plan and related plans, policies and strategies relating to asset management, to ensure a single comprehensive Strategy is delivered, which sets out how the Council will manage its diverse range of assets.

Wards affected:	All Wards
Consultees:	Senior Leadership Team, Council Officers, TDA Officers, SWISCo, Overview and Scrutiny Board, appropriate community and sports groups.
Means of Consultation:	Meetings and circulation of papers.
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 Cabinet Member and Officer:	Cabinet Member for Economic Regeneration, Tourism and Housing (Councillor Swithin Long) Director of Place (Kevin Mowat)
Link to targeted actions:	Council fit for the future; Tackling climate change; Thriving economy
Reason for inclusion in the Forward Plan:	Policy Framework
Decision Maker:	Cabinet Cabinet Council
Intended Decision Date:	21 Sep 2021 18 Jan 2022 3 Feb 2022

If you want to make representations contact:

Kevin Mowat, Director of Place, Torbay Council Town Hall,
Castle Circus, Torquay, TQ1 3DR, email
kevin.mowat@torbay.gov.uk

Council Tax 2022/2023

To approve the Council Tax for 2022/2023.

Wards affected:	All Wards
Consultees:	Overview and Scrutiny Board, Council and key stakeholders.
Means of Consultation:	The Overview and Scrutiny Board will consider the Cabinet's budget savings proposals which will form the basis of the Revenue Budget. The Board's final views will be reported to the Cabinet to enable them to recommend an appropriate level of Council Tax.
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 Cabinet Member and Officer:	Deputy Leader of the Council and Cabinet Member for Finance (Councillor Darren Cowell) Chief Finance Officer (Martin Phillips)
Link to targeted actions:	Council fit for the future
Reason for inclusion in the Forward Plan:	Revenue Budget variation +£250,000
Decision Maker:	Council
Intended Decision Date:	3 Mar 2022
If you want to make representations contact:	Martin Phillips, Director of Finance, Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR, telephone (01803) 207285, email martin.phillips@torbay.gov.uk

Gambling Statement of Principles 2022-25

The Licensing Authority is required every 3 years to review and re-publish the Statement of Gambling Principles Policy. Whilst most Licensing matters are delegated by statute to the Licensing Committee, the Gambling Policy is a Policy Framework document and must be agreed by Full Council. The Policy, to set out the framework on how Torbay Council implements the Gambling Act 2005.

Wards affected:	All Wards
Consultees:	The Gambling Act 2005 provides that the following must be consulted: The Chief Officer of Police, Persons representing the interests of gambling businesses, existing licence or permit holders, all responsible authorities as named in the Act, resident and trade associations and any other bodies representing persons likely to be affected by the exercise of the Authority's functions, faith groups, voluntary and community organisations, organisations working with young people and children, organisations working to support problem gamblers, medical associations and primary care trusts and any other body that may have an interest in gambling activity. Licensing Committee will also be consulted.
Means of Consultation:	8 week consultation commencing mid-July through meetings and circulation of papers.
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 Cabinet Member and Officer:	Cabinet Member for Corporate and Community Services (Councillor Christine Carter) Deputy Director of Adult Services (Jo Williams)
Link to targeted actions:	Thriving economy
Reason for inclusion in the Forward Plan:	Policy Framework

Decision Maker:	Cabinet Cabinet Council
Intended Decision Date:	13 Jul 2021 16 Nov 2021 9 Dec 2021
If you want to make representations contact:	Licensing Team, Town Hall, Castle Circus, Torquay, TQ1 3DR, email licensing@torbay.gov.uk

Proposed 25 year Lease to Eat that Frog (ETF) of land at Parkfield

ETF is commissioned by the Local Authority to deliver key support services to some of the most vulnerable young people in the bay. The services need a long term base from which to establish itself and operate.

In addition, providing ETF with a 25 year lease enables the service to access external grant funding. This additional funding will subsidise its limited income and enable the service to create new opportunities for local young people.

Wards affected:	Preston
Consultees:	Children Services as the commissioner Parkfield User Group including MTS Preston/Paignton Community Partnership Torbay Green Spaces ETF staff, young people and their families and other service users.
Means of Consultation:	The proposal has been raised and discussed at various local forums; and directly with interested parties and those affected by the proposal.
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 Cabinet Member and Officer:	Cabinet Member for Children's Services (Councillor Cordelia Law) Assistant Director Education, Learning & Skills (Rachael Williams)
Link to targeted actions:	The Council's responsibilities as corporate parents
Reason for inclusion in the Forward Plan:	High level of public interest
Decision Maker:	Cabinet

Intended Decision Date:	Not before 18 May 2021
If you want to make representations contact:	Clare Talbot, Education Team Manager, TDA, 3rd Floor, Tor Hill House, Torquay. Email: clare.talbot@tda.uk.net .

Revenue and Capital Budget 2022/2023

To approve the Council's Revenue Budget and Capital Plan Budget for 2022/2023 including the setting of fees and charges for Council services and Capital Strategy.

There are currently a number of unknown elements in respect of Government's financial settlement including the outcomes of the spending review, expected 27 October 2021. Therefore, the Council will prepare its budget following the Government's local government finance settlement announced in December 2021. The Cabinet will launch its draft budget for 4 weeks consultation at its Cabinet meeting on 11 January 2022, with the final recommendations being considered by Cabinet in February 2022 and considered by Council in March 2022. As the budget proposals will be later for 2022/23 and not be submitted before 8 February 2022, Standing Orders F2.7 to 2.11 will not apply (whereby the Council provides any objections to the Cabinet to review before determining the budget).

Wards affected:	All Wards
Consultees:	Overview and Scrutiny Board, Council and key stakeholders.
Means of Consultation:	<p>Reports in relation to the final Revenue Budget will be circulated to the Council's key stakeholders (in accordance with statute).</p> <p>The Cabinet will set out draft budget savings proposals for consultation.</p> <p>The Leader of the Council will request Cabinet Members and officers to outline the implications for the budget savings proposals. The Overview and Scrutiny Board and stakeholders will respond to these proposals. The Cabinet will consider these comments before proposing a final budget (including proposals for service change, income generation and efficiencies) which will form part of the Revenue Budget which will be presented to Council in February or March 2022.</p>
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 Cabinet Member and Officer:	Deputy Leader of the Council and Cabinet Member for Finance (Councillor Darren Cowell) Chief Finance Officer (Martin Phillips)
Link to targeted actions:	Council fit for the future
Reason for inclusion in the Forward Plan:	Revenue Budget variation +£250,000
Decision Maker:	Cabinet Cabinet Council
Intended Decision Date:	11 Jan 2022 22 Feb 2022 3 Mar 2022
If you want to make representations contact:	Martin Phillips, Director of Finance, Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR, telephone (01803) 207285, email martin.phillips@torbay.gov.uk