

# **FORWARD PLAN**

**Compiled on behalf of the Cabinet**

**Forward Plan published on 10 July 2023**

**1 August 2023 to 31 October 2023**

**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](mailto: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](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. 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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**Community and Corporate Plan**

The Community and Corporate Plan articulates at a strategic level the ambitions of the Council and the principles within which the Council will operate.

<b>Wards affected:</b>	All Wards
<b>Consultees:</b>	The community, partner organisations and the Overview and Scrutiny Board.
<b>Means of Consultation:</b>	Meetings, questionnaire and circulation of papers.
<b>Documents to be considered:</b>	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.
<b>Responsible Cabinet Member and Officer:</b>	Leader of the Council (Councillor David Thomas) Chief Executive (Anne-Marie Bond)
<b>Link to targeted actions:</b>	Council fit for the future
<b>Reason for inclusion in the Forward Plan:</b>	Policy Framework
<b>Decision Maker:</b>	Cabinet Cabinet Council
<b>Intended Decision Date:</b>	19 Sep 2023 14 Nov 2023 7 Dec 2023
<b>If you want to make representations contact:</b>	Kate Spencer, Head of Policy, Performance and Community Engagement, Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR, email <a href="mailto:kate.spencer@torbay.gov.uk">kate.spencer@torbay.gov.uk</a>

**Corporate Parenting Strategy 2023-25**

The Corporate Parenting Strategy outlines the Council's aspirations as to the kind of corporate parent Torbay Council wants to be and how the Council will work alongside its partners, including education, police and health services, to achieve this ambition.

The Strategy outlines the commitment of our Partnership to these objectives, and achieving our ambitions through strong strategic, corporate and political leadership and meaningful performance management, a commitment to the ongoing engagement and involvement of children and young people in the development and implementation of our Strategy and associated action plans and effective working together with our partners across Torbay.

<b>Wards affected:</b>	All Wards
<b>Consultees:</b>	Cared for and care experienced young people, parent/carers, fostering families, people with lived experience, residents, placement providers, community and voluntary sector providers and partnerships, My Voice and the Circle, Corporate Parenting Board and Overview and Scrutiny.
<b>Means of Consultation:</b>	Bright Spots surveys (Your Life in Care and Your Life After Care) 2021; ongoing consultation with cared for and care experienced representatives; consultation with My Voice and The Circle (care experienced and cared for communities); quarterly thematic surveys undertaken with fostering families; lived experience consultations with children and young people through the Participation Officer.
<b>Documents to be considered:</b>	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.
<b>Responsible Cabinet Member and Officer:</b>	Cabinet Member for Children's Services (Councillor Nick Bye) Director of Children's Services (Nancy Meehan)
<b>Link to targeted actions:</b>	The Council's responsibilities as corporate parents
<b>Reason for inclusion in the Forward Plan:</b>	Policy Framework

<b>Decision Maker:</b>	Cabinet Cabinet Council
<b>Intended Decision Date:</b>	13 Dec 2022 15 Aug 2023 20 Sep 2023
<b>If you want to make representations contact:</b>	Becky Thompson, Divisional Director of Safeguarding, telephone: 01803 208 100, email: becky.thompson@torbay.gov.uk, address: Torbay Children's Services, Town Hall, Castle Circus, Torquay, TQ1 3DR.

**Devolution – Deal for Devon, Plymouth and Torbay**

Torbay Council, alongside Devon County Council and Plymouth City Council, is currently negotiating a Devolution Deal for Devon, Plymouth and Torbay. This would include the creation of Combined County Authority.

<b>Wards affected:</b>	All Wards
<b>Consultees:</b>	The community (including businesses), partner organisations (including education providers) and the Overview and Scrutiny Board.
<b>Means of Consultation:</b>	Meetings, questionnaire and circulation of papers.
<b>Documents to be considered:</b>	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.
<b>Responsible Cabinet Member and Officer:</b>	Leader of the Council (Councillor David Thomas) Chief Executive (Anne-Marie Bond)
<b>Link to targeted actions:</b>	Council fit for the future
<b>Reason for inclusion in the Forward Plan:</b>	High level of public interest
<b>Decision Maker:</b>	Cabinet Council
<b>Intended Decision Date:</b>	19 Sep 2023 7 Dec 2023
<b>If you want to make representations contact:</b>	Kate Spencer, Head of Policy, Performance and Community Engagement, Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR, email <a href="mailto:kate.spencer@torbay.gov.uk">kate.spencer@torbay.gov.uk</a>

**English Riviera Air Show**

To review the future delivery and funding of the English Riviera Air Show against the perceived benefits to residents and businesses in Torbay.

<b>Wards affected:</b>	All Wards
<b>Consultees:</b>	The Overview and Scrutiny Board will be undertaking a spotlight review who will consider the views of Members of the Air Show Working Party, the Business Forum, Torquay, Paignton, Brixham Chambers of Trade and Commerce, Brixham Town Council, English Riviera Business Improvement District ERTBID Company, Preston Community Partnership and Roundham with Hyde Community Partnership.
<b>Means of Consultation:</b>	Meetings and circulation of papers.
<b>Documents to be considered:</b>	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.
<b>Responsible Cabinet Member and Officer:</b>	Cabinet Member for Place Services and Economic Growth and Deputy Leader of the Council (Councillor Chris Lewis)  Divisional Director Economy, Environment and Infrastructure (Lisa Tuck)
<b>Link to targeted actions:</b>	Thriving economy; Thriving people
<b>Reason for inclusion in the Forward Plan:</b>	High level of public interest
<b>Decision Maker:</b>	Cabinet
<b>Intended Decision Date:</b>	15 Aug 2023
<b>If you want to make representations contact:</b>	Events Team, Torbay Council, Town Hall, Castle Circus, Torquay; Email: <a href="mailto:events@torbay.gov.uk">events@torbay.gov.uk</a>

**Future of TDA Services**

To consider the strategic operating model of the TDA, also known as the Economic Development Company, a wholly owned company of the Council.

<b>Wards affected:</b>	All Wards
<b>Consultees:</b>	Members, Board of TDA, TDA staff and Union Representatives
<b>Means of Consultation:</b>	Meetings and circulation of papers.
<b>Documents to be considered:</b>	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.
<b>Responsible Cabinet Member and Officer:</b>	Cabinet Member for Place Services and Economic Growth and Deputy Leader of the Council (Councillor Chris Lewis)  Director of Pride in Place (Alan Denby)
<b>Link to targeted actions:</b>	Council fit for the future; Tackling poverty, deprivation and vulnerability; Thriving economy
<b>Reason for inclusion in the Forward Plan:</b>	Major changes to terms and conditions of 100+ employees
<b>Decision Maker:</b>	Cabinet  Council
<b>Intended Decision Date:</b>	19 Sep 2023  20 Sep 2023
<b>If you want to make representations contact:</b>	Alan Denby, Director of Pride in Place, Torbay Council, Town Hall, Torquay, TQ1 3DR, Email: alan.denby@torbay.gov.uk

**Housing Assistance Policy**

To seek approval of a new Housing Assistance Policy for improving and adapting private homes within Torbay via Disabled Facilities Grants (DFG).

<b>Wards affected:</b>	All Wards
<b>Consultees:</b>	Residents of Torbay, service users, Occupational Therapists, Adults Social Care Foundations, registered providers for housing, support agencies.
<b>Means of Consultation:</b>	The policy was co-designed with partners via a multi agency workshop and engagement with those that has used the service via telephone interviews. Further consultation on the policy through online survey and distribution to partners and representative organisations.
<b>Documents to be considered:</b>	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.
<b>Responsible Cabinet Member and Officer:</b>	Cabinet Member for Adult and Community Services, Public Health and Inequalities (Councillor Hayley Tranter)  Director of Adult and Community Services (Jo Williams)
<b>Link to targeted actions:</b>	Thriving people
<b>Reason for inclusion in the Forward Plan:</b>	High level of public interest
<b>Decision Maker:</b>	Cabinet
<b>Intended Decision Date:</b>	15 Aug 2023
<b>If you want to make representations contact:</b>	Tara Harris, Divisional Director of Community and Customer Services, Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR, email: tara.harris@torbay.gov.uk

### Potential Disposal of Surplus Assets

The Council owns assets including land and buildings, investment assets, operational properties, those held for sale or under construction, intangible assets, infrastructure, plant and machinery, heritage and community assets. These assets are located both inside and outside of Torbay. The estate is well let and returns to the Council a substantial annual income achieving a high occupancy rate. However, some assets have been identified as surplus to the Council's operational requirements and which can be disposed of.

Asset disposals need to achieve the highest possible receipt in line with the Council's asset management policy. With net receipts, after the cost of any sales, committed to delivery of the capital programme schemes across Torbay.

The benefits of the proposal are initially financial. There would be a capital receipt obtained that, net of the disposal costs, will contribute to delivery of the Council's capital programme and support the objectives of the Community and Corporate Plan.

<b>Wards affected:</b>	All Wards
<b>Consultees:</b>	Cabinet and ward councillors
<b>Means of Consultation:</b>	Meetings and briefings when required.
<b>Documents to be considered:</b>	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.
<b>Responsible Cabinet Member and Officer:</b>	Cabinet Member for Place Services and Economic Growth and Deputy Leader of the Council (Councillor Chris Lewis)  Director of Pride in Place (Alan Denby)
<b>Link to targeted actions:</b>	Council fit for the future
<b>Reason for inclusion in the Forward Plan:</b>	Disposal of capital asset valued in excess of £250,000
<b>Decision Maker:</b>	Cabinet
<b>Intended Decision Date:</b>	11 Jul 2023
<b>If you want to make representations contact:</b>	Paul Palmer, TDA Estates, 01803 926391 or 07899 897167, paul.palmer@tda.uk.net