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Date: Thursday, 19 May 2011

Democratic Services
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Dear Member

ANNUAL COUNCIL - TUESDAY, 24 MAY 2011

I am now able to enclose, for consideration at the Tuesday, 24 May 2011 annual meeting of the Council, the following reports that were unavailable when the agenda was printed.

Agenda No	Item	Page
10.	Composition and Constitution of the Executive and Record of Delegations of Executive Functions To receive details on the composition and constitution of the Mayor's Executive for 2011/12, together with the record of delegations of Executive functions (in accordance with Standing Order C4).	(Pages 47 - 50)
12.	Appointments to Committees and Other Bodies for 2011/2012 (a) To appoint committees and other bodies, agree their terms of reference and to review the allocation of seats to political groups in line with statutory requirements. (b) To request nominations from the group leaders of members to serve on those committees and other bodies.	(Pages 51 - 76)
13.	Calendar of Meetings for 2011/12 To consider the provisional calendar of meetings for 2011/12.	(Pages 77 - 100)

Yours sincerely

June Gurry
Clerk

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Composition and Constitution of the Executive and Record of Delegations of Executive Functions

This Report is presented to the annual meeting of the Council on 24 May 2011 in accordance with Standing Orders A1.2 (viii) and (xiii) and C2 to C4 for inclusion in the Council's Scheme of Delegation (Schedule 6 to Part 3) of the Constitution of Torbay Council.

- The names, addresses and wards of the people appointed to the Executive by the Mayor are set out below:

Name	Address	Electoral Ward
Deputy Mayor and Executive Lead for Strategic Planning, Housing and Energy – Councillor David Thomas	54 Lower Fowden Broadsands Paignton TQ4 6HS	Blatchcombe
Executive Lead for Tourism and Environment – Councillor Jeanette Richards	Montana 217 Dartmouth Road Paignton TQ4 6LG	Blatchcombe
Executive Lead for Safer Communities and Transport – Councillor Robert Excell	31 St Michael's Road Decoy Newton Abbot TQ12 1DJ	Tormohun
Executive Lead for Involved and Healthy Communities – Councillor Alison Hernandez	50 Cadewell Lane Shiphay Torquay TQ2 7ER	Shiphay with the Willows
Executive Lead for Children, Schools and Families – Councillor Chris Lewis	7 Lutyens Drive Paignton TQ3 3LA	Preston
Executive Lead for Adult Social Care and Older People – Councillor Christine Scouler	4 Merryland Close Preston Paignton TQ3 1HT	Preston
Executive Lead for Finance and Audit – Councillor Alan Tyerman	27 Broadsands Park Road Paignton TQ4 6JG	Goodrington with Roselands
Executive Lead for Business Planning and Governance – Ken Pritchard	62 Lower Fowden Elbury Cove Paignton TQ4 6HS	Churston with Galmpton

2. The Mayor is responsible for the discharge of all executive functions and no executive functions have been delegated to the Executive Leads (except in the absence of the Mayor described in 3. below). Executive Leads will have an advisory role in relation to the areas of responsibility set out below.

	Portfolio	Cross Cutting Issues <i>(Commissioned Services/Outcomes)</i>	Main Customer Base
Mayor Gordon Oliver (Executive Lead for Employment and Regeneration)	Employment and Regeneration	<ul style="list-style-type: none"> • Built Environment • Employment and Skills • Business Relocation/Start Up • Inward Investment • <i>(Torbay Economic Development Company)</i> • <i>(Local Enterprise Partnership)</i> 	<ul style="list-style-type: none"> • Partners • Residents • Business • Investors
Deputy Mayor and Executive Lead for Strategic Planning, Housing and Energy – Councillor David Thomas	Strategic Planning, Housing and Energy	<ul style="list-style-type: none"> • Planning • Housing • Assets • Energy • <i>(Waste Disposal (TOR2))</i> • <i>(Torbay Strategic Partnership)</i> 	<ul style="list-style-type: none"> • Business • Residents • Visitors • Internal • Partners
Executive Lead for Tourism and Environment – Councillor Jeanette Richards	Tourism and Environment	<ul style="list-style-type: none"> • Leisure • Culture • Sport (Tourism) • Harbours • <i>(Torbay Coast and Countryside Trust)</i> • <i>(English Riviera Tourism Company)</i> 	<ul style="list-style-type: none"> • Business • Residents • Visitors • Partners • Investors
Executive Lead for Safer Communities and Transport – Councillor Robert Excell	Safer Communities and Transport	<ul style="list-style-type: none"> • Safer Communities • Emergency Planning • Flooding and Drainage • Health and Safety • Security (CCTV, Street Lighting, Contest) • Transport • Sport (Residents) • <i>(Community Safety Partnership)</i> • <i>(Riviera International Conference Centre)</i> 	<ul style="list-style-type: none"> • Residents • Visitors • Partners • Internal • Business

	Portfolio	Cross Cutting Issues <i>(Commissioned Services/Outcomes)</i>	Main Customer Base
Executive Lead for Involved and Healthy Communities – Councillor Alison Hernandez	Involved and Healthy Communities	<ul style="list-style-type: none"> • Partnerships • Localism • Closing the Gap and Public Health • Communication and Consultation • Voluntary Sector • Champion for Volunteers • Local Democracy • <i>(Health and Wellbeing Board)</i> 	<ul style="list-style-type: none"> • Partners • Residents
Executive Lead for Children, Schools and Families – Councillor Chris Lewis	Children, Schools and Families	<ul style="list-style-type: none"> • Safeguarding • Early Intervention • Schools • Youth • Benefits • <i>(Children’s Trust)</i> 	<ul style="list-style-type: none"> • Residents • Children and Families
Executive Lead for Adult Social Care and Older People – Councillor Christine Scouler	Adult Social Care and Older People	<ul style="list-style-type: none"> • Adult Social Care • Older People • Supporting People • <i>(Torbay Care Trust)</i> 	<ul style="list-style-type: none"> • Adult Clients • Housing Clients • Health Clients
Executive Lead for Finance and Audit – Councillor Alan Tyerman	Finance and Audit	<ul style="list-style-type: none"> • Capital and Revenue Budget • Budget Monitoring 	<ul style="list-style-type: none"> • Internal • Partners
Executive Lead for Business Planning and Governance – Ken Pritchard	Business Planning, Governance and Member Development	<ul style="list-style-type: none"> • Performance • Business Planning and Human Resources • Information • Commercial • Governance 	<ul style="list-style-type: none"> • Internal • Partners

3. (i) The Deputy Mayor will be responsible for the discharge of executive functions if the Mayor:
- (a) is absent (e.g. on holiday) for a period of time or in cases of urgency where the Chief Executive is satisfied that the Mayor cannot be reasonably contacted;
 - (b) is incapacitated through illness; or
 - (c) has a person prejudicial interest in any matter requiring determination.
- (ii) If the Mayor or the Deputy Mayor (Councillor David Thomas) are unable to act on a matter requiring a decision then the Chief Executive shall have the power to determine any matter requiring a decision.
4. No executive committees have been appointed at the present time.

5. No executive functions have been delegated to area committees, any other authority or any joint arrangements at the present time.
6. The Mayor has also (so far as lawful) delegated to officers the discharge of those functions that are referred to in Schedule 7 and are executive functions in the manner set out in that Schedule, in accordance with (and subject to) the Council's Standing Orders in relation to the Executive.
7. So far as the Constitution requires officers to consult with "the relevant member", the areas of responsibility of the Executive Leads are as set out paragraph 2 above.



Public Agenda Item: **Yes**

Title: **Appointments to Committees and Other Bodies for 2011/2012**

Wards Affected: **All Wards in Torbay**

To: **Adjourned Annual Council** On: **24 May 2011**

Key Decision: **No**

Change to Budget: **No** Change to Policy Framework: **No**

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1. What we are trying to achieve

- 1.1 To appoint the Council's committees for the new municipal year, ensure the committees have appropriate terms of reference and that the appointments are made in accordance with the political balance requirements.
- 1.2 To appoint the Mayor and Councillors to outside bodies and establish a Shadow Health and Wellbeing Board.

2. Recommendation(s) for decision

- 2.1 **That the committees be appointed with the terms of reference set out in Appendix 2 to this report in accordance with the political balance requirements.**
- 2.2 **That nominations be received to fill the seats on the committees.**
- 2.3 **That the proposed appointments to the outside bodies and other groups set out in Appendix 3 be approved for a four year term, unless otherwise stated, subject to confirmation on the allocation of places on the Devon and Cornwall Police Authority.**
- 2.4 **That a Shadow Health and Wellbeing Board be established with membership and terms of reference as set out in Appendix 4 to this report.**

3. Key points and reasons for recommendations

- 3.1 The election held on 5 May 2011 resulted in changes to the political composition of the Council. There are now 22 Members of the Conservative Group (including the Elected Mayor), 9 Members of the Liberal Democrat Group and 4 Members of the Non-Coalition Group and 1 Labour Member plus a vacancy. The political balance is now:

Conservative Group	22 seats	= 61.1%
Liberal Democrat Group	9 seats	= 25%
Non-Coalition Group	4 seats	= 11.1%
Labour	1 seat	= 2.8%

- 3.2 At the annual Council meeting, the Constitution requires members to determine which committees to establish for the forthcoming Municipal Year, their size and terms and reference and the allocation of seats in accordance with the political balance rules. In light of the changes to national standards arrangements which are due to come into force in April 2012 and following the resignation of one of the Independent Members of the Standards Committee it is proposed to reduce the number of Independent Members from six to five.
- 3.3 It is proposed to establish a Shadow Health and Wellbeing Board to operate on an informal basis over the course of 2011/2012 which will enable ongoing discussions to be held between partner agencies about how other existing and emerging partnerships/bodies relate to the Health and Wellbeing Board, the Torbay Strategic Partnership and each other. Full details of the proposals are set out in Appendix 4 to this report.

For more detailed information on this proposal please refer to the supporting information attached.

Caroline Taylor
Deputy Chief Executive and Corporate Support Commissioner

Supporting information

A1. Introduction and history

- A1.1 The Local Government and Housing Act 1989 requires the Council to allocate seats on committees to political groups in accordance with the size of each group as a whole, unless alternative arrangements are notified to all members and agreed without any councillor voting against them. The Council is required to observe the following principles as far as it is reasonably practicable:
- (a) that not all seats on the body are allocated to the same group;
 - (b) that the majority of seats on the body are allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
 - (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of Members of that group to the membership of the authority; and
 - (d) subject to paragraphs (a) to (c) above, that the number of seats on the body which are allocated to each political group bears the same proportion to the number of all the seats on that body as is borne by the number of Members of that group to the membership of the authority.
- A1.2 The Cabinet and the Standards Committee are excluded from the requirements of political balance.
- A1.3 The Council is required to determine the number of seats on each committee and the allocation of those seats to the political groups and the independent members. Applying the principles of the Local Government and Housing Act 1989 and the supporting Regulations, the distribution of seats (attached in the table set out in Appendix 1) would be proportional (co-opted members are not included in the calculation for proportionality purposes). It is proposed that an Employment Committee is created which will take over the responsibilities of the Appointments Committee and Appeals (Employment) Committee and will also deal with senior officer remuneration.
- A1.4 Members are asked to note that any decision to waive the requirements of political balance will require a resolution of the Council with no member voting against.
- A1.5 The Council has carried out an extensive review of its appointments to outside organisations and other groups which has informed the appointments process for 2011. It was previously determined that appointments to outside bodies should be made every four years (where possible) following the whole Council elections. However, the Council is required to appoint its representative on the Police Authority each year. The elected member representation on the Devon and Cornwall Police Authority is determined having regard to the political composition of the five authorities which have seats on the Police Authority. The political balance calculations reveal that Torbay is entitled to one conservative

place. However, the final allocation of the places is subject to the agreement of the five authorities concerned following local government elections in the region.

A1.6 The Police Authority (Community Engagement and Membership) Regulations 2010, which came into force on 17 March 2010, amends Regulation 8 of the Police Authority Regulations (appointment of members by relevant councils) and gives provision for Elected Mayor's to be appointed as the authority's Police Authority Representative if that person and the Council indicate that they wish them to be appointed as their representative. The Mayor has confirmed that he does wish to take up this appointment. The Council's representative on the Police Authority also sits on the Safer Communities Executive.

A2. Risk assessment of preferred option

A2.1 There is a statutory requirement to undertake a review of political balance following a change in the political composition of the Council. This review has been completed. Therefore there are no risks unless members fail to determine the matter.

A3. Other Options

A3.1 The allocation of seats on committees must be proportional to the political composition of the Council unless the Council resolves otherwise with no member voting against.

A4. Summary of resource implications

A4.1 There are no resource implications associated with the political balance allocations or the appointment of committees and working parties.

A5. What impact will there be on equalities, environmental sustainability and crime and disorder?

A5.1 The appointments have regard to all of these issues.

A6. Consultation and Customer Focus

A6.1 The Group Leaders have been consulted on the political balance calculations.

A7. Are there any implications for other Business Units?

A7.1 No

Appendices

Appendix 1 Political Balance on Committees

Appendix 2 Appointments to Committees, Working Parties and other bodies

Appendix 3 Appointments to Outside Bodies and Other Groups

Appendix 4 Shadow Health and Wellbeing Board

Background Papers:

The following documents/files were used to compile this report:

None

Political Balance of Committees

Committee	Conservative Group	Liberal Democrat Group	Non-Coalition Group	Labour Member	Total
Overview and Scrutiny Board	6	2	1		9
Audit Committee	4	2			6
Development Management Committee	6	2	1		9
Licensing Committee	8	4	2	1	15
Harbour Committee	6	2	1		9
Employment Committee <small>(Proposal for Appointments Committee to merge with Appeals (Employment) Committee, plus senior officer remuneration)</small>	3	1		1	5
Appeals Committee <small>(School Transport, Student Awards, Licensing, Discretionary Housing Payments)</small>	4	2	1		7 (+1)
Civic Committee	4	2	1		7
	41	17	7	2	67

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Appointments to Committees and Working Parties

Name of Committee and Terms of Reference	Membership	Members
<p>Overview and Scrutiny Board:</p> <p>Terms of Reference:</p> <ol style="list-style-type: none"> To approve and co-ordinate the work programme for the overview and scrutiny function for the year. To appoint sub-committees and/or working parties to perform the overview and scrutiny function (the membership of such bodies to be in accordance with Standing Order D2 in relation to Overview and Scrutiny). To review or scrutinise decisions made, or other action taken, in connection with the discharge of functions which are the responsibility of the Cabinet. To make reports or recommendations to the Authority or the Cabinet with respect to the discharge of functions which are the responsibility of the Cabinet. To review or scrutinise decisions made, or other action taken, in connection with the discharge of functions which are not the responsibility of the Cabinet. To make reports or recommendations to the Authority or the Cabinet with respect to the discharge of functions which are not the responsibility of the Cabinet. 	<p>9 members of the Council (including the Overview and Scrutiny Co-ordinator and Scrutiny Lead Members) excluding the Mayor, other members of the Cabinet and the Chairman/woman of the Council plus 2 Diocesan and 2 Parent Governor Representatives</p> <p>Conservative (6):</p> <p>Liberal Democrat (2):</p> <p>Non-Coalition Group (1):</p> <p>Co-opted Members (4):</p>	<p>Councillors Barnby, Bent, Butt, James, Kingscote and Thomas (J),</p> <p>To be confirmed</p> <p>To be confirmed</p> <p>Penny Burnside (Church of England Representative) and Mr Leon Butler (Parent Governor Representative), plus 1</p>

Name of Committee and Terms of Reference	Membership	Members
<p>7. To make reports or recommendations to the Authority or the Cabinet or the Council's partner authorities (as defined by the Local Government and Public Involvement in Health Act 2007) on matters which affect the Authority's area or the inhabitants of that area.</p> <p>8. To consider all matters and issues arising from the Council's power of scrutinising local health services in accordance with the Health and Social Care Act 2001.</p> <p>9. To consider all matters and issues arising from the Council's power to review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions in accordance with the Police and Justice Act 2006.</p> <p>10. To review and scrutinise the exercise by risk management authorities of flood risk management functions or coastal erosion risk management functions which may affect the local authority's area in accordance with Flood and Water Management Act 2010.</p>		<p>Roman Catholic Diocesan Representative vacancy and 1 Parent Governor Representative vacancy</p>
<p>Audit Committee:</p> <p>Terms of Reference:</p> <p>1. To consider the Head of Internal Audit's annual report and opinion, and a summary of Internal Audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements.</p> <p>2. To consider summaries of specific Internal Audit reports as requested.</p>	<p>6 members of the Council excluding members of the Cabinet, in accordance with the political balance requirements</p> <p>Conservative (4):</p> <p>Liberal Democrat (2):</p>	<p>Councillors Addis, Bent, Brooksbank and Hill</p> <p>To be confirmed</p>

Name of Committee and Terms of Reference	Membership	Members
<p>3. To consider reports dealing with the management and performance of the providers of Internal Audit Services.</p> <p>4. To consider a report from Internal Audit on agreed recommendations not implemented within a reasonable timescale.</p> <p>5. To consider the External Auditor's Annual Letter, relevant reports, and the report to those charged with governance.</p> <p>6. To consider specific reports as agreed with the External Auditor.</p> <p>7. To comment on the scope and depth of external audit work and to ensure it gives value for money.</p> <p>8. To liaise with the Audit Commission over the appointment of the Council's external auditor.</p> <p>9. To commission work from Internal and External Audit within approved resources.</p> <p>Regulatory Framework</p> <p>10. To maintain a strategic overview of the Council's Constitution in respect of contract procedure rules, financial regulations and codes of conduct and behaviour (the primary responsibility for considering and ensuring that the constitution is fit for purpose lies with the Monitoring Officer and the Standards Committee in relation to the codes of conduct).</p> <p>11. To review any issue referred to it by the Chief Executive, a Commissioner, the Monitoring officer, Section 151 Officer or any Council body.</p>		

Name of Committee and Terms of Reference	Membership	Members
<p>12. To monitor the effective development and operation of risk management and corporate governance in the Council.</p> <p>13. To monitor council policies on 'Raising Concerns at Work' and the 'Anti-fraud and corruption strategy' and the Council's complaints process.</p> <p>14. To oversee the production of the authority's Statement on Internal Control and to recommend its adoption.</p> <p>15. To oversee the Council's arrangements for corporate governance and consider necessary actions to ensure compliance with best practice.</p> <p>16. To review the Code of Corporate Governance.</p> <p>17. To monitor the Council's compliance with its own and other published standards and controls.</p> <p>Accounts</p> <p>18. On behalf of the Council, to approve the annual statement of accounts.</p> <p>19. To consider the External Auditor's report to those charged with governance on issues arising from the audit of the accounts.</p>		
<p>Development Management Committee:</p> <p>Terms of Reference:</p> <p>1. At all times to have regard to the Torbay Local Plan 1995-2011 ("the Torbay Local Plan").</p>	<p>9 members of the Council with membership comprising, if reasonably possible, members from the various areas of the</p>	

Name of Committee and Terms of Reference	Membership	Members
<p>2. To consider and (if appropriate) determine (unless such determination is reserved by law to Council) all applications and all other matters (including issuing notices, making Orders and requesting the Monitoring Officer to issue civil or criminal proceedings) relating to:</p> <ul style="list-style-type: none"> Town and Country Planning Conservation Areas Listed Buildings Scheduled Ancient Monuments The display of advertisements Tree Preservation Orders Complaints about high hedges Public Rights of Way Minerals Highways matters Waste <p>so far as they are set out in Schedule 2 of this Part 3 of the Constitution (Council Functions) or are identified as Council functions in Schedule 1 of this Part 3 (Local Choice Functions): i.e. so far as they are not Executive functions.</p> <p>3. The Committee shall not determine any application (or other matter) in a manner that would (in the opinion of either the Executive Head of Spatial Planning) not be in accordance with the Torbay Local Plan unless both those Officers recommend such determination and the determination is in entire accordance with their recommendation. If the Committee consider that an application (or other matter) shall be determined not in accordance with the Torbay Local Plan then (unless their determination is in accordance with the recommendation of the Executive Head of Spatial</p>	<p>Borough</p> <p>Conservative (6)</p> <p>Liberal Democrat (2):</p> <p>Non-Coalition Group (1):</p>	<p>Councillors Addis, Barnby, Hill, Kingscote and McPhail plus one vacancy</p> <p>To be confirmed</p> <p>To be confirmed</p>

Name of Committee and Terms of Reference	Membership	Members
<p>Planning) the item shall be referred to Council for determination.</p> <p>4. The Committee shall not determine any application (or other matter) that relates to land owned, controlled or occupied by the Council in a manner that is not in accordance with the recommendation of the Executive Head of Spatial Planning. If the Committee consider that an application (or other matter) that relates to land owned, controlled or occupied by the Council shall be deferred or determined not in accordance with the recommendation of the Executive Head of Spatial Planning the Executive Head may refer that matter to Council for consideration or determination.</p>		
<p>Licensing Committee:</p> <p>Terms of Reference:</p> <p>To carry out the Licensing functions of the Council.</p>	<p>15 members of the Council (politically balanced)</p> <p>Conservative (8):</p> <p>Liberal Democrat (4):</p> <p>Non-Coalition Group (2):</p> <p>Labour (1):</p>	<p>Councillors Addis, Amil, Barnby, Bent, Brooksbank, Butt, Hytche and James</p> <p>To be confirmed</p> <p>To be confirmed</p> <p>Councillor Cowell</p>

Name of Committee and Terms of Reference	Membership	Members
<p>Harbour Committee:</p> <p>Terms of Reference:</p> <p>To determine all matters relating to the strategic management of the Council's function as a Harbour Authority, in line with the Tor Bay Harbour and Maritime Strategy, the Council's Policy Framework. Specifically the Committee will:-</p> <ol style="list-style-type: none"> 1. manage all of the Harbour's financial matters in accordance with approved financial procedures and the Council's aspirations for the harbour to be self financing as outlined in the Harbour and maritime strategy and including (but not limited to): <ol style="list-style-type: none"> (a) the setting of harbour charges from time to time (including in-year changes to the schedule) normally following consultation with the relevant Harbour Liaison Forums; (b) approving the annual revenue budgets within the ring-fenced harbour accounts; (c) receiving quarterly budget monitoring reports and to approve variances as appropriate; and (d) monitoring the harbour reserve funds and to seek to ensure that the funds are kept above an appropriate minimum contingency level and ensure the harbour remains self-financing; <p>providing that no decision by the Harbour Committee shall impact adversely on the Council's general fund or capital budget.</p>	<p>9 members of the Council plus up to five external non-voting advisors appointed by the Committee on a four year term and one non-voting advisor who is a private sector representative of the Board of the Torbay Economic Development Company</p> <p>(Group Leaders will be asked to take account of the geographical spread of members in making appointments to the Committee)</p> <p>Conservative (6):</p> <p>Liberal Democrat (2):</p> <p>Non-Coalition Group (1):</p>	<p>Councillors Amil, Brooksbank, Hytche, James, McPhail and Richards</p> <p>To be confirmed</p> <p>To be confirmed</p>

Name of Committee and Terms of Reference	Membership	Members
<ol style="list-style-type: none"> 2. to act as Duty Holder for the purposes of the Port Marine Safety Code; 3. approve and monitor a business plan for Tor Bay Harbour, in line with the Council's policy framework, and address any issues relating to performance; 4. review these terms of reference annually and request the Council to make any necessary amendments and/or additions; 5. review annually the powers delegated to the Executive Head of Tor Bay Harbour Authority – Tor Bay Harbour Master and refer any proposed changes to the Council for determination. The Committee itself shall not authorise any changes; 6. consider any other matters referred to the Committee by the Executive Head of Tor Bay Harbour Authority; 7. establish any sub-committee or working parties as the Committee sees fit, in particular a Harbour Appointments Sub-Committee for the recruitment of advisors; 8. recommend the format, composition and governance of the Harbour Liaison Forums and keep the arrangements under review; 9. to provide strategic direction in relation to those assets within Tor Bay Harbour and the harbour estate that are managed by Tor Bay Harbour Authority. (Note: the extent of the harbour estate and asset purchase and disposal over £25,000 is determined by the Council.); and 	<p>External Advisors (5):</p> <p>Private Sector Representative of Torbay Economic Development Company (1):</p>	<p>Mr William Butcher Capt. Bob Curtis Mr Gordon Jennings Ms Elaine Hayes plus one vacancy</p> <p>Vacancy</p>

Name of Committee and Terms of Reference	Membership	Members
<p>10. appoint advisors following receipt of recommendations from the Harbour Appointments Sub-Committee and the Board of Torbay Development Agency Ltd. Appointments will be merit based and be in accordance with the Local Protocol for members of the Harbour Committee.</p>		
<p>Employment Committee:</p> <p>Terms of Reference:</p> <ol style="list-style-type: none"> 1. To determine appointments to post of Commissioner or equivalent positions of the Council, including the terms and conditions of contracts, appointment procedures and arrangements. 2. To consider applications for the position of Coroner and to recommend to Council the person to be appointed to that post. 3. To exercise the Council's powers of appointment (and removal) of Directors and Chief Executives for all companies in respect of which the Council has such powers. 4. To hear and determine appeals in relation to disciplinary matters, in relation to dismissal. 5. Draw up and recommend to Council a policy framework on pay for executive remuneration and severance as a whole. 6. Working within the approved policy framework, agree the remuneration package for relevant senior executives, ensuring individuals are fairly but responsibly rewarded for their individual contribution. 	<p>5 members of the Council</p> <p>Conservative (3):</p> <p>Liberal Democrat (1):</p> <p>Labour (1):</p>	<p>Councillors McPhail, Pritchard and Thomas (D)</p> <p>To be confirmed</p> <p>Councillor Cowell</p>

Name of Committee and Terms of Reference	Membership	Members
<p>7. Report to taxpayers and the Council their decisions on behalf of the council through a report for publication by Council.</p> <p>8. Ensure that the relationship between senior executive pay and for employees below this level remains consistent and sensible.</p> <p>9. The Employment Committee will apply the necessary internal controls to allow it to comply with any audit enquiry.</p>		
<p>Appeals Panel (School Transport, Student Awards, Licensing and Discretionary Housing Payments):</p> <p>Terms of Reference: To determine appeals in respect of school transport, student awards, discretionary housing payments and licensing.</p>	<p>7 members of the Council</p> <p>Conservative (4):</p> <p>Liberal Democrat (2):</p> <p>Non-Coalition (1):</p>	<p>Councillors Addis, Pritchard, Thomas (D) and Tyerman</p> <p>To be confirmed</p> <p>To be confirmed</p>
<p>Civic Committee:</p> <p>Terms of Reference: To consider nominations for the title of Honorary Freeman and make recommendations to the Council as necessary.</p>	<p>7 members of the Council in accordance with the political balance requirements</p> <p>Conservative (4):</p> <p>Liberal Democrat (2):</p>	<p>Councillors Amil, Kingscote, McPhail and Thomas (D)</p> <p>To be confirmed</p>

Name of Committee and Terms of Reference	Membership	Members
<p>Standards Committee:</p> <p>Terms of Reference:</p> <ol style="list-style-type: none"> 1. To promote and maintain high standards of conduct by the Mayor, councillors, co-opted members and church and parent governor representatives. 2. To assist the Mayor, councillors, co-opted members and church and parent governor representatives to observe the Members' Code of Conduct. 3. To advise the Council on the adoption or revision of the Members' Code of Conduct. 4. To monitor the operation of the Members' Code of Conduct. 5. To advise, train or arrange to train the Mayor, councillors, co-opted members and church and parent governor representatives on matters relating to the Members' Code of Conduct. 6. To grant dispensations where permitted by law to the Mayor, councillors, co-opted members and church and parent governor representatives from requirements relating to interests set out in the Members' Code of Conduct. 7. To review the Council's local protocols. 8. To consider reports in relation to Ombudsman investigations. 	<p>Non-Coalition Group (1):</p> <p>4 members of Torbay Council (2 Conservative and 2 Liberal Democrat), plus 4 named substitutes (2 Conservative and 2 Liberal Democrat), 3 Brixham Town Council Councillors plus 1 named substitute from Brixham Town Council and 5 independent members.</p> <p>Conservative (2):</p> <p>Liberal Democrat (2):</p> <p>Brixham Town Council (3):</p> <p>Independent Members (5):</p>	<p>To be confirmed</p> <p>To be confirmed</p> <p>To be confirmed</p> <p>To be confirmed</p> <p>Mr Bastow Mr Dalzell Mr Heath Mr Hutchinson Mr Branch</p>

Name of Committee and Terms of Reference	Membership	Members
<p>9. To review the Constitution in relation to ethics and probity issues.</p> <p>10. To advise others on probity and ethics.</p> <p>11. To appoint sub-committees to deal with appointments of independent members, local assessment, investigation and determination of allegations of breaches of the Code of Conduct for Members.</p> <p>12. To share experience with other standards committees.</p> <p>The Council may arrange for the Standards Committee to exercise such other functions as the Council considers appropriate.</p>		

List of Outside Bodies

Association	Total No. of Seats	Mayor or PH	Con	Lib Dem	Non-Coalition	Lab	Members
Acorn Management Committee (Trustees)	1	0	0	1	0	0	Liberal Democrat - to be advised
British Resorts and Destinations Association Joint Policy Committee/Officers Advisory Committee	1	1	0	0	0	0	Conservative - Councillor Richards
Brixham 21 - Board of Directors	2	0	0	1	1	0	Liberal Democrat - to be advised Non-Coalition - to be advised
Brixham Chamber of Commerce	1	0	1	0	0	0	Conservative - Councillor Pritchard
Brixham Does Care Executive Committee	2	0	0	0	2	0	Non-Coalition - to be advised
Brixham Heritage Museum	2	0	1	0	1	0	Conservative - Councillor James Non-Coalition - to be advised
Churston Ferrers Relief in Need Charity	2	0	2	0	0	0	Conservative - Councillors Pritchard and Mills
Coalition of Disabled People South Devon	1	0	0	1	0	0	Liberal Democrat -
Devon and Cornwall Police Authority	1	1	0	0	0	0	Conservative - Mayor Oliver
Devon and Exeter Area Rail Project Working Party	2	0	1	1	0	0	Conservative - Councillor Hytche Liberal Democrat - to be advised
Devon and Severn Inshore Fisheries and Conservation Authority (former Devon Sea Fisheries Committee)	1	0	0	0	1	0	Non-Coalition Group - Chair of Harbour Committee - to be advised
Devon and Somerset Fire and Rescue Authority	2	0	2	0	0	0	Conservative - Councillors Mills and Brooksbank
Devon County Agricultural Association	1	0	1	0	0	0	Conservative - Councillor Hytche

List of Outside Bodies

Association	Total No. of Seats	Mayor or PH	Con	Lib Dem	Non-Coalition	Lab	Members
Devon County Council - Investment and Pension Fund Committee	1	0	1	0	0	0	Conservative - Councillor John Thomas
Devon Partnership NHS Trust - Council of Governors	1	0	1	0	0	0	Conservative - Councillor Bamby
English Riviera Geopark Organisation (ERGO)	1	1	0	0	0	0	Conservative - Councillor Richards
Galpmon Parish War Memorial Playing Field Management Committee	1	0	1	0	0	0	Conservative - Councillor Mills
Local Enterprise Partnership Steering Group	1	1	0	0	0	0	Conservative - Mayor Oliver
Local Government Association General Assembly	3	0	2	1	0	0	Conservative - Mayor Oliver and Councillor David Thomas Liberal Democrat - to be advised
Local Government Association Rural Commission	2	0	1	1	0	0	Conservative - Councillor David Thomas Liberal Democrat - to be advised
Local Government Group Urban Commission	2	0	1	1	0	0	Conservative - Councillor David Thomas Liberal Democrat - to be advised
Paignton Regatta Committee	1	0	1	0	0	0	Conservative - Councillor Bamby
PATROL (Parking and Traffic Regulations Outside London) Joint Committee	1	0	1	0	0	0	Conservative - Councillor Pritchard
Primley Local Advisory Committee	1	0	0	1	0	0	Liberal Democrat - to be advised

List of Outside Bodies

Association	Total No. of Seats	Mayor or PH	Con	Lib Dem	Non-Coalition	Lab	Members
South Devon Area of Outstanding Natural Beauty Partnership Committee	1	0	1	0	0	0	Conservative - Councillor Kingscote
South Devon Healthcare NHS Foundation Trust Governance Board	1	1	0	0	0	0	Conservative - Councillor Scouler
South West Coast Path Forum	2	0	1	0	1	0	Conservative - Councillor Kingscote Non-Coalition - to be advised
South West Councils (formerly South West Branch of the Local Government Association)	3	1	1	1	0	0	Conservative Mayor Oliver and Councillor David Thomas Liberal Democrat - to be advised
South West Energy and Environment Group	1	1	0	0	0	0	Conservative - Councillor David Thomas
South West Provincial Council	2	0	1	1	0	0	Conservative - Councillor Pritchard Liberal Democrat - to be advised
South West Regional Flood Defence Committee	1	0	1	0	0	0	Conservative - Councillor Excell
Strategic Leaders' Board (former South West Regional Assembly)	3	1	0	1	1	0	Conservative - Mayor Oliver Liberal Democrat - to be advised Non-Coalition - to be advised
SWERCOTS Limited (South West of England Regional Co-ordination of Trading Standards) Board of Directors	1	0	0	1	0	0	Liberal Democrat - to be advised

List of Outside Bodies

Association	Total No. of Seats	Mayor or PH	Con	Lib Dem	Non-Coalition	Lab	Members
Torbay Shopmobility Management Committee	2	0	1	1	0	0	Conservative - Councillor Hytche Liberal Democrat - to be advised
Torbay Sports Council	3	0	1	1	0	1	Conservative - Councillor Excell Liberal Democrat - to be advised Labour - Councillor Cowell
Torbay Standing Advisory Council on Religious Education (SACRE)	4	0	2	1	0	1	Conservative - Councillors Lewis and Hytche Liberal Democrat - to be advised Labour - Councillor Cowell
Torquay Chamber of Commerce	1	0	1	0	0	0	Conservative - Councillor Excell
Torquay Museum Society Board of Trustees	1	0	1	0	0	0	Conservative - Councillor McPhail
Trustee Board of Torbay Citizens Advice Bureaux	1	0	1	0	0	0	Conservative - Councillor David Thomas
Total Number of Seats	61	8	37	15	7	2	Figure not included in total number of seats allocation as this is combined with the Conservative seats (37)
Actual Allocation	61		37	15	7	2	0

Shadow Health and Wellbeing Board

1. The Health and Social Care Bill was presented to Parliament in January 2011 which was based upon the Health White Paper (published in July 2010) and the Government's response to the associated consultation.
2. Discussions have been ongoing since the publication of the Bill both within the Council and between partner agencies on the implications of the proposed changes to legislation surrounding health and social care. This appendix relates to one strand of these changes – the creation of Health and Wellbeing Boards in every upper tier local authority.
3. The following bullet points set out the requirements on Torbay Council as proposed in the current Bill.
 - Torbay Council must establish a Health and Wellbeing Board for its area.
 - The Board will be a committee of the Council.
 - The purpose of the Board is to advance the health and wellbeing of the people in its area and to encourage the integration of health and social care services.
 - In particular, the Board is responsible for the preparation of the Joint Strategic Needs Assessment, Joint Health and Wellbeing Strategy and the Pharmaceutical Needs Assessment.
 - The Board must consist of at least one local elected representative, the Director of Adult Social Services, the Director of Children's Services, the Director of Public Health, Local HealthWatch Organisation and the relevant commissioning consortium.
 - The NHS Commissioning Board must appoint a representative to join for the Health and Wellbeing Board for the purpose of participating in its preparation of the Joint Strategic Needs Assessment (JSNA) and the Health and Wellbeing Strategy.
 - The Health and Wellbeing Board may appoint additional people to it as it thinks appropriate.
4. Subject to parliamentary approval, the health and wellbeing board will become a statutory committee of the local authority at the same time that GP consortia take on responsibility for the NHS budget. However, they will come into existence in advance of this. The Government has stated that GP consortia pathfinders will need to work with councils from the outset on setting up health and wellbeing boards. This implies that Torbay, with its pathfinder GP consortium, should be looking to establish its health and wellbeing board sooner rather than later.
5. Torbay Council has been accepted by the Department of Health as an "early implementer" for the Health and Wellbeing Board. During 2011/2012 early implementers will take the form of non-statutory partnership arrangements. During 2012/13, shadow health and wellbeing boards will be established in all upper tier authorities as partnerships without statutory powers and duties. They will have to make preparations to carry out JSNAs, develop Joint Health and Wellbeing Strategies and link these to emerging commissioning plans.

6. The table below shows the timetable for implementation.

From January 2011	GP consortia pathfinders to work with councils on setting up health and wellbeing boards
By March 2011	Ensure joint arrangements are in place for local areas to agree priority areas for investment of NHS funding made available in the Spending Review to support social care
From April 2012	Establish “shadow” health and wellbeing boards in every upper-tier authority in the Country
April 2013	Health and wellbeing boards formally assume their powers and duties
From April 2013	Enhanced scrutiny powers come into force

7. Despite the Government’s recent announcement that it has launched a “listening exercise” on NHS modernisation, it is proposed **that the Council establishes a Shadow Health and Wellbeing Board from May 2011**. At this stage the Board will have no formal decision making powers as it would premature to establish it as a committee of the Council when the Bill is not yet law and the relevant Regulations have not been published. (In effect, the Shadow Health and Wellbeing Board will be a working party of the Council but will also have a relationship with the Torbay Strategic Partnership.)

8. It is proposed **that the Shadow Health and Wellbeing Board will be comprised of:**

- **Four councillors (politically balanced but nominated by the Mayor and reflecting the geographical spread of Torbay as far as possible) (including the Mayor if he/she wishes)**
- **Director of Adult Social Services**
- **Director of Children’s Services**
- **Director of Public Health**
- **Chair (or representative) of Torbay Local Involvement Network (LINK) (pending the establishment of the Local HealthWatch Organisation)**
- **Chair (or representative) of Baywide GP Commissioning Consortium**
- **Representative of Devon Local Pharmaceutical Committee**
- **Chief Executive (Torbay Council)**
- **Deputy Chief Executive (Torbay Council) (for first year to support development)**

9. Meetings of the Shadow Health and Wellbeing Board will be held in public.

10. The Health and Wellbeing Board will meet three times during 2011/2012 to discuss the following issues:

- June/July: Visioning – What does each partner wish to achieve from the Health and Wellbeing Board?
- Joint Strategic Needs Assessment – Challenge, critique, agree
- Outline Health and Wellbeing Strategy – Agree next steps for development

October: Draft Health and Wellbeing Strategy
Pharmaceutical Needs Assessment – Possibly forming part of the Joint Strategic Needs Assessment

March: Statement on integration of health-related services and provision of health and social care services
Self-assessment (including feedback from LINK/HealthWatch)
Agreement of next steps

11. Therefore it is proposed **that the terms of reference for the Shadow Board are:**

- **To develop the Joint Strategic Needs Assessment, draft Health and Wellbeing Strategy and Pharmaceutical Needs Assessment.**
- **To provide a statement on the integration of health-related services and the provision of health and social care services in Torbay.**
- **To participate in the early implementer network for Health and Wellbeing Boards.**

12. Reporting lines for the Shadow Health and Wellbeing Board will be flexible during its first year of operation ensuring that there is buy-in from both the Council and the Torbay Strategic Partnership. As a non-decision making body, these will not need to be formalised during this year which will enable the Council to take full account of emerging legislation, regulations and guidance.

13. In terms of accountability, the Overview and Scrutiny Board will continue to be able to hold the TSP and its partner organisations to account and this will be extended to the Shadow Health and Wellbeing Board. In practice, this will mean members of the Board having sight of agendas and minutes from both partnerships and being able to review or scrutinise any issues of concern.

14. Establishing a Shadow Health and Wellbeing Board to operate relatively informally over the course of 2011/2012 will enable ongoing discussions to be held between partner agencies about how other existing and emerging partnerships/bodies relate to the Health and Wellbeing Board, the TSP and each other. As per previous TSP debates and decisions in principle the commissioning architecture for 2011-12 will include TSP Board; Health and Wellbeing Board; Children's Trust; Community Safety Partnership and Regional LEP (Local Enterprise Partnership). In 2012-13 it may be that that the architecture is further refined to support required outcomes in the Bay by:

- Examining Children's Trust arrangements and potential overlap with the Health and Wellbeing Board's remit.
- Regional developments of Community Safety Partnership/Police Commissioner/Police and Crime Panel.
- Sub-regional Local Economic Partnership and how local accountability for economic development is working.
- Adult and children's safeguarding groups continue to be a key part of delivering good outcomes for adults and children and further debate takes place on their role in the light of changing national policy.

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Public Agenda Item: **Yes**

Title: **Calendar of Meetings for 2011/2012**

Wards Affected: **All Wards in Torbay**

To: **Annual Council** On: **24 May 2011**

Key Decision: **No**

Change to Budget: **No** Change to Policy Framework: **No**

Contact Officer: **Lisa Warrillow**

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✉ E.mail: **lisa.warrillow@torbay.gov.uk**

1. What we are trying to achieve

1.1 To seek approval of the calendar of meetings for the 2011/2012 Municipal Year.

2. Recommendation(s) for decision

2.1 **That the calendar of meetings for 2011/2012, set out in Appendix 1 to this report, be approved.**

2.2 **That meetings of the Employment Committee and Appeals Committee (Student Awards, Licensing and Discretionary Housing Payments) be held on an ad-hoc basis, to be determined by the Democratic Services Manager in consultation with the relevant Chairman.**

3. Key points and reasons for recommendations

3.1 The calendar of meetings for 2011/2012 has been prepared based on the Council's decision-making structure and in accordance with the Council's Standing Orders.

For more detailed information on this proposal please refer to the supporting information.

Caroline Taylor

Deputy Chief Executive and Corporate Support Commissioner

Supporting information

A1. Introduction and history

- A1.1 The provisional calendar of meetings for 2011/2012 was agreed by Council at its meeting held on 24 February 2011 (Minute 565/2/10 refers). In accordance with Standing Orders it is for the Council at its Annual Meeting to agree the calendar for the Municipal Year.
- A1.2 Following the agreement of the provisional calendar, the Adjourned Annual Council Meeting on 25 May 2011 was cancelled as the civic lunch is not being held on 24 May. The Council meeting on 30 June 2011 has been moved to the 13 July 2011 to enable the Council to make a decision on the funding of the South Devon Link Road at the same time as Devon County Council.
- A1.3 Due to the Mayors decision to revise the executive arrangements and make executive decisions at Council meetings all Cabinet meetings have also been removed.
- A1.4 Additionally the Health Scrutiny Board programmed for 16 June 2011 will now be held on 7 July 2011.
- A1.5 Due to changes in accounting practices the Audit Committee programmed for 7 September 2011 will now be held on 20 September 2011.
- A1.6 The Development Management Committee has been rescheduled from 27 June 2011 to 30 June 2011 due to venue availability.
- A1.7 Members may also be aware that Torbay Council has become an 'early implementer' of the Health and Wellbeing Board which would sit alongside the Torbay Strategic Partnership (TSP). Scheduled meetings of the TSP have been amended to incorporate a Shadow Health and Wellbeing Board, therefore 26 May has been postponed until 16 June 2011, the TSP meeting on 10 November 2011 has been cancelled, the 21 July 2011 TSP meeting will become a meeting of the Shadow Health and Wellbeing Board, the Shadow Health and Wellbeing Board will also meet on 20 October 2011 and 15 March 2011. These changes are reflected in the calendar of meetings set out at Appendix 1 to this report.
- A1.8 Meetings of the Employment Committee and Appeals Committee (School Transport, Student Awards and Discretionary Housing Payments) are proposed to be held on an ad hoc basis, to be determined by the Democratic Services Manager in consultation with the relevant Chairman, and in accordance with Standing Orders in relation to Committee Meetings.
- A1.9 Members are recommended to approve the calendar of meetings for 2011/2012, which includes the amendments referred to above as set out in Appendix 1 to this report.

A2. Risk assessment of preferred option

A2.1 Outline of significant key risks

A2.1.1 Following a survey and workshop of Members work/life balance, the start times for most of the meetings have been set to enable members of the public and working Councillors to be able to attend the meetings. There is a small risk that some people will still not be able to attend these meetings, however, in most cases where public participation is permitted, the Council will accept written representations to enable people to put their points of view across.

A3. Other Options

A3.1 Members may wish to set alternative dates for meetings. However, the meetings have been timetabled to allow sufficient time for the reporting of the plans and strategies which make up the Council's Policy Framework and the Council's budget setting process etc. A calendar of meetings is required under Standing Orders and facilitates the organisation of the Municipal Year.

A4. Summary of resource implications

A4.1 Although there are approved budgets for the costs associated with these meetings the actual financial implications are not quantifiable at this stage. The calendar of meetings sets out a number of scheduled meetings, however, a number of unscheduled meetings may be held through the Municipal Year.

A5. What impact will there be on equalities, environmental sustainability and crime and disorder?

A5.1 The calendar includes the main religious festivals for the Christian, Hindu, Jewish, Muslim and Sikh faiths. Wherever possible, meetings have not been scheduled on these dates in accordance with the Council's Religion and Belief Equality Policy.

A6. Consultation and Customer Focus

A6.1 Executive Heads have been consulted on the draft provisional calendar of meetings for 2011/2012.

A7. Are there any implications for other Business Units?

A7.1 Each Business Unit will be involved in preparing reports and officers will be required to present reports at meetings where appropriate.

Appendices

Appendix 1 Calendar of Meetings 2011/2012

Documents available in members' rooms

None

Background Papers:

The following documents/files were used to compile this report:

Constitution of Torbay Council

<http://www.bbc.co.uk/religion>

www.interfaithcalendar.org

May

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
2 Bank Holiday	3	4	5 Election	6
9	10	11	12	13
16	17 <i>Wesak</i>	18	19	20
23	24 11:00 am Annual Council	25 5:30 pm Adjourned Annual Council	26	27 Overview and Scrutiny Board Away Day (Stakeholder)
30 Bank Holiday	31 Development Management Committee Site Visits 2:30 pm Development Management Committee			
School Holidays wc 30/5/11				

2011

June

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
		1	2 9:30 am Licensing Committee	3
		School Holidays wc 30/5/11		
6	7	8 5:30 pm Overview and Scrutiny Board <i>Shavuot</i>	9 9:30 am Licensing Sub-Committee 2:30 pm Standards Committee	10
13 5:30 pm Harbour Committee	14	15	16 9:30 am Licensing Sub-Committee 3:00 pm Torbay Strategic Partnership <i>Martyrdom of Guru Arjan Dev Sahib</i>	17
20 Development Management Committee Site Visits 2:30 pm Development Management Committee	21	22 2:00 pm Audit	23 9:30 am Licensing Sub-Committee 2:00 pm Health Scrutiny Board	24
27	28	29	30 9:30 am Licensing Sub-Committee	

2011

July

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
				1
4	5	6	7 9:30 am Licensing Sub-Committee	8
11 2:00 pm Appeals Committee (Transport)	12	13 5:30 pm Council	14 9:30 am Licensing Sub-Committee	15
18 Development Management Committee Site Visits 2:30 pm Development Management Committee	19	20	21 9:30 am Licensing Sub-Committee 3:00 pm Shadow Health and Wellbeing Board	22
25 5:30 pm Overview and Scrutiny Board	26	27	28 9:30 am Licensing Sub-Committee 2:00 pm Health Scrutiny Board	29
School Holiday wc 25/7/11				

2011

August

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
1	2	3 <i>Eid ul Fitr</i>	4 9:30 am Licensing Sub-Committee	5
8	9	10	11 9:30 am Licensing Sub-Committee	12
15	16	17	18 9:30 am Licensing Sub-Committee	19
22 Development Management Committee Site Visits 2:30 pm Development Management Committee	23	24	25	26
29	30	31		

2011

September

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
			1	2
			9:30 am Licensing Sub-Committee	
5	6	7	8	9
2:00 pm Appeals Committee (Transport)			9:30 am Licensing Sub-Committee 2:00 pm Health Scrutiny Board	
12	13	14	15	16
5:30 pm Harbour Committee			9:30 am Licensing Sub-Committee 3:00 pm Torbay Strategic Partnership	
19	20	21	22	23
Development Management Committee Site Visits 2:30 pm Development Management Committee	2:00 pm Audit Committee		9:30 am Licensing Sub-Committee	
26	27	28	29	30
		5:30 pm Overview and Scrutiny Board <i>Navaratri</i>	9:30 am Licensing Sub-Committee 5:30 pm Council <i>Rosh Hashanah</i>	

2011

October

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
3	4	5	6 9:30 am Licensing Sub-Committee	7
10 <i>Yom Kippur</i>	11	12 2:00 pm Appeals Committee (Transport)	13 9:30 am Licensing Sub-Committee	14
17 Development Management Committee Site Visits 2:30 pm Development Management Committee	18	19	<i>Sukkot</i> 20 9:30 am Licensing Sub-Committee 3:00 pm Shadow Health Wellbeing Board	21
24	25	26 <i>Divali</i>	27 9:30 am Licensing Sub-Committee	28
31	School Holidays wc 24/10/11			

2011

November

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
	1	2	3 9:30 am Licensing Sub-Committee	4
7	8 2:00 pm Appeals Committee (Transport)	9 5:30 pm Overview and Scrutiny Board	10 9:30 am Licensing Sub-Committee	11
14 Development Management Committee Site Visits 2:30 pm Development Management Committee	15	16	17 9:30 am Licensing Sub-Committee 2:30 pm Standards Committee	18
21	22	23	24 9:30 am Licensing Sub-Committee <i>Martyrdom of Guru Tegh Bahadur</i>	25
28	29	30		

2011

December

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
			1 9:30 am Licensing Sub-Committee	2 Hanukkah
5 5:30 pm Harbour Committee	6	7	8 2:00 pm Health Scrutiny Board	9
12 Development Management Committee Site Visits 2:30 pm Development Management Committee	13	14 2:00 pm Audit Committee	5 5:30 pm Council	16
19	20	21	22 9:30 am Licensing Sub-Committee	23
26	27	28 School Holidays wc 19/12/11	29 9:30 am Licensing Sub-Committee	30
		School Holidays wc 26/12/11		

2011

January

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
2 Bank Holiday	3	4	5 9:30 am Licensing Sub-Committee	6
9	10	11 Priorities and Resources Review Panel	12 9:30 am Licensing Sub-Committee	13 Priorities and Resources Review Panel
16 Development Management Committee Site Visits 2:30 pm Development Management Committee	17 Priorities and Resources Review Panel	18 Priorities and Resources Review Panel	19 9:30 am Licensing Sub-Committee	20
23	24	25 Overview and Scrutiny Board	26 9:30 am Licensing Sub-Committee 3:00 pm Torbay Strategic Partnership	27
30	31			

2012

February

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
		1 5:30 pm Council	2 9:30 am Licensing Sub-Committee	3
6	7	8 5:30 pm Adjourned Council (Budget)	9 9:30 am Licensing Sub-Committee	10
13 Development Management Committee Site Visits 2:30 pm Development Management Committee	14	15 Overview and Scrutiny Board (Budget Monitoring)	16 9:30 am Licensing Sub-Committee	17
School Holiday wc 13/02/12				
20	21 Shrove Tuesday	22 Ash Wednesday	23 9:30 am Licensing Sub-Committee	24
27	28	29		

2012

March

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
			1 9:30 am Licensing Sub-Committee 5:30 pm Council	2
5	6	7	8 9:30 am Licensing Sub-Committee	9
12 Development Management Committee Site Visits 2:30 pm Development Management Committee	13	14 Overview and Scrutiny Board	<i>Holi Purim</i> 15 9:30 am Licensing Sub-Committee 3:00 pm Torbay Strategic Partnership	16
19 5:30 pm Harbour Committee	20	21	22 9:30 am Licensing Sub-Committee 2:30 pm Standards Committee	23
26	27	28 2:00 pm Audit Committee	29 9:30 am Licensing Sub-Committee 5:30 pm Council	30

2012

April

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
2	3	4	5 9:30 am Licensing Sub-Committee	6 Bank Holiday Good Friday
9 Bank Holiday <i>Easter Monday</i>	10 Development Management Committee Site Visits 2:30 pm Development Management Committee	School Holidays wc 02/04/12		13
16	17	18	19 9:30 am Licensing Sub-Committee	20
23	24	25	26 9:30 am Licensing Sub-Committee	27
30				

2012

May

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
	1	2	3 9:30 am Licensing Sub-Committee	4
7 Bank Holiday	8	9	10 9:30 am Licensing Sub-Committee 3:00 pm Shadow Health and Wellbeing Board	11
14	15 11:00 am Annual Council	16 5:30 pm Adjourned Annual Council	17	18
21 Development Management Committee Site Visits 2:30 pm Development Management Committee	22	23	24 9:30 am Licensing Committee	25
28	29	30	31 9:30 am Licensing Sub-Committee	

2012

June

2012

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
				1
4 Bank Holiday	5 Bank Holiday	6	7 9:30 am Licensing Sub-Committee 2:30 pm Standards Committee	8
11 5:30 pm Harbour Committee	12	13 5:30 pm Overview and Scrutiny Board	14 9:30 am Licensing Sub-Committee	15
18 Development Management Committee Site Visits 9:30 am Development Management Committee	19	20 2:00 pm Audit Committee	21 9:30 am Licensing Sub-Committee 2:00 pm Health Scrutiny Board	22
25	26	27	28 9:30 am Licensing Sub-Committee 5:30 pm Council	29

July

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
2	3	4	5 9:30 am Licensing Sub-Committee	6
9	10	11 2:00 pm Appeals Committee (Transport)	12 9:30 am Licensing Sub-Committee 3:00 pm Torbay Strategic Partnership	13
16 Development Management Committee Site Visits 2:30 pm Development Management Committee	17	18	19 9:30 am Licensing Sub-Committee	20 <i>Ramadan</i>
23	24	25 5:30 pm Overview Scrutiny Board	26 9:30 am Licensing Sub-Committee 2:00 pm Health Scrutiny Board	27
30	31			

2012

August

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
		1	2 9:30 am Licensing Sub-Committee	3
6	7	8	9 9:30 am Licensing Sub-Committee	10
13 Development Management Committee Site Visits 2:30 pm Development Management Committee	14	15	16 9:30 am Licensing Sub-Committee	17
20	21	22	23 9:30 am Licensing Sub-Committee	24
27 Bank Holiday	28	29	30 9:30 am Licensing Sub-Committee	31

2012

September

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
3 2:00 pm Appeals Committee (Transport)	4	5	6 9:30 am Licensing Sub- Committee 2:00 pm Health Scrutiny Board	7
10 Development Management Committee Site Visits 2:30 pm Development Management Committee	11	12 5:30 pm Overview and Scrutiny Board	13 9:30 am Licensing Sub- Committee 3:00 pm Shadow Health and Wellbeing Board	14
17 5:30 pm Harbour Committee <i>Rosh Hashanah</i>	18 2:00 pm Audit Committee	19	20 9:30 am Licensing Sub- Committee	21
24	25	26	27 9:30 am Licensing Sub- Committee 5:30 pm Council	28 <i>Yom Kippur</i>

2012

October

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
1	2	3 2:00 pm Appeals Committee (Transport)	4 9:30 am Licensing Sub- Committee	5
8 Development Management Committee Site Visits 2:30 pm Development Management Committee	9	10	11 9:30 am Licensing Sub- Committee	12
15	16 <i>Navaratri</i>	17	18 9:30 am Licensing Sub- Committee	19
22	23	24	25 9:30 am Licensing Sub- Committee	26 <i>Eid al Addha</i>
29	30	31		

2012

November

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
			1 9:30 am Licensing Sub-Committee	2
5 Development Management Committee Site Visits 2:30 pm Development Management Committee	6	7 5:30 pm Overview and Scrutiny Board	8 9:30 am Licensing Committee	9
12	13 <i>Diwali</i>	14 2:00 pm Appeals Committee (Transport)	15 9:30 am Licensing Sub-Committee 3:00 pm Torbay Strategic Partnership	16
19	20	21	22 9:30 am Licensing Sub-Committee 2:30 pm Standards Committee	23
26	27	28	29 9:30 am Licensing Sub-Committee	30

2012

December

<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>
3 Development Management Committee Site Visits 2:30 pm Development Management Committee	4	5	6 9:30 am Licensing Sub- Committee 2:00 pm Health Scrutiny Board	7
10 5:30 pm Harbour Committee	11	12	13 9:30 am Licensing Sub- Committee 5:30 pm Council	14
17	18	19 2:00 pm Audit Committee	20 9:30 am Licensing Sub- Committee	21
24	25 Bank Holiday <i>Christmas Day</i>	26 Bank Holiday <i>Boxing Day</i>	27	28
31				

2012