

FORWARD PLAN

Compiled on behalf of the Cabinet

Forward Plan published on 17 February 2023

1 March 2023 to 30 June 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**

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.

Forward Plan Contents:

Matter for decision	Expected date of Decision	Decision Maker	Page
Annual Pay Policy including Gender Pay Gap Report	7 Mar 2023	Council	1
Carbon Neutral Torbay Action Plan	18 Apr 2023	Cabinet	3
Corporate Parenting Strategy 2023-25	16 May 2023	Council	4
	21 Mar 2023	Cabinet	
	13 Dec 2022	Cabinet	
Council Tax 2023/2024	7 Mar 2023	Council	6
Domestic Abuse and Sexual Violence Strategy	7 Mar 2023	Council	7
	16 Feb 2023	Cabinet	
	18 Oct 2022	Cabinet	
Revenue and Capital Budget 2023/2024	7 Mar 2023	Council	9
	23 Feb 2023	Cabinet	
	10 Jan 2023	Cabinet	
Torbay Housing Strategy	7 Mar 2023	Council	11
	23 Feb 2023	Cabinet	
	18 Oct 2022	Cabinet	

Annual Pay Policy including Gender Pay Gap Report

The publication of the Annual Salary Statement is a statutory requirement under Section 38 (1) of the Localism Act 2011. If Council does not approve the Salary Statement then the Council will be in breach of the legislation.

The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 requires local authorities and other public, private and voluntary sector organisations to publish their gender pay gap data. The Council must also publish a written statement on their public website and Government website using the gender pay gap reporting service.

Under the current Pensions Regulations, Torbay Council is able to exercise a range of discretions in regard to how the Local Government Pension Scheme (LGPS) is applied to its employees who are members of the Scheme. The Employers Pensions Discretions must be reviewed and approved by Council annually in line with Local Government Pension Scheme regulations.

Wards affected:	All Wards
Consultees:	Torbay Council employees, including all employees who are members of the Local Government Pension Scheme.
Means of Consultation:	Trade Unions representing staff within Torbay Council will be consulted at Joint Consultative meetings.
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 Equality & Diversity and Corporate and Community Services (Councillor Christine Carter) Chief Executive (Anne-Marie Bond)
Link to targeted actions:	Thriving economy
Reason for inclusion in the Forward Plan:	High level of public interest
Decision Maker:	Council
Intended Decision Date:	7 Mar 2023

If you want to make representations contact:

Anne-Marie Bond, Chief Executive of Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR, email anne-marie.bond@torbay.gov.uk, telephone (01803) 207015.

Carbon Neutral Torbay Action Plan

At a meeting of the Cabinet on 23 March 2021, an initial Carbon Neutral Torbay Action Plan for 2021-22 was approved. The initial action plan focussed on short term actions that would be delivered in 2021/2022. It also committed the Council to developing a new carbon neutral council programme, as well as co-designing a new carbon neutral Torbay action plan with the community - this action plan was now ready for wider public consultation and approval.

Wards affected:	All Wards
Consultees:	Residents, community groups, Overview and Scrutiny Board, Ward Councillors and Community Partnerships, Torbay Climate Partnership, Business Forum
Means of Consultation:	To date we have held a climate conference and series of climate conversations with communities, partners and businesses to develop a draft Action Plan. We plan to go out for public consultation on this draft.
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 Infrastructure, Environment and Culture (Councillor Mike Morey) Director of Place (Kevin Mowat)
Link to targeted actions:	Tackling climate change
Reason for inclusion in the Forward Plan:	High level of public interest
Decision Maker:	Cabinet
Intended Decision Date:	18 Apr 2023
If you want to make representations contact:	Jacqui Warren, Climate Emergency Officer, Torbay Council, Town Hall, Castle Circus, Torquay. jacqui.warren@torbay.gov.uk

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.

Wards affected:	All Wards
Consultees:	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.
Means of Consultation:	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.
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
Reason for inclusion in the Forward Plan:	Policy Framework

Decision Maker:	Cabinet Cabinet Council
Intended Decision Date:	13 Dec 2022 21 Mar 2023 16 May 2023
If you want to make representations contact:	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.

Council Tax 2023/2024

To approve the Council Tax for 2023/2024.

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) Director of Finance (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:	7 Mar 2023
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

Domestic Abuse and Sexual Violence Strategy

The Domestic Abuse and Sexual Violence Strategy sets out the strategic direction in terms of addressing domestic abuse and sexual violence. The current strategy needs to be refreshed and updated to reflect changes in legislation.

Wards affected:	All Wards
Consultees:	People with lived experience, residents, Domestic Abuse and Sexual Violence Operational and Executive groups, service providers, community and voluntary sector providers and partnerships, Community Safety Partnership, Torbay Safeguarding Children's Partnership, Torbay Safeguarding Adults Board, Health and Wellbeing Board, Councillors, Overview and Scrutiny,
Means of Consultation:	Are You Ok Survey 2021, lived experience interviews undertaken 2021 as part of strategic domestic abuse review and Devon wide work on sexual violence in 2021, formal public consultation will take place autumn 2022.
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 Adults and Public Health (Councillor Jackie Stockman) Director of Adult and Community Services (Jo Williams)
Link to targeted actions:	Tackling poverty, deprivation and vulnerability
Reason for inclusion in the Forward Plan:	Policy Framework
Decision Maker:	Cabinet Cabinet Council

Intended Decision Date:	18 Oct 2022 16 Feb 2023 7 Mar 2023
If you want to make representations contact:	Shirley Beauchamp, Telephone 01803 208727 Or 07768 796659, email: Shirley.beauchamp@torbay.gov.uk, Address: Torbay Council, Safer Communities, Town Hall, Castle Circus, Torquay, TQ1 3DR

Revenue and Capital Budget 2023/2024

To approve the Council's Revenue Budget and Capital Plan Budget for 2023/2024 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 implications of the Autumn Budget expected in mid November 2022. Therefore, the Council will prepare its budget following the Government's local government finance settlement announced in December 2022. The Cabinet will launch its draft budget for five weeks consultation at its Cabinet meeting on 10 January 2023, with the final recommendations being considered by Cabinet in February 2023 and considered by Council in March 2023. As the budget proposals will be later for 2023/24 and not be submitted before 8 February 2023, 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 March 2023.</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) Director of Finance (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:	10 Jan 2023 23 Feb 2023 7 Mar 2023
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

Torbay Housing Strategy

The Torbay Housing Strategy 2022-2030 is an overarching document that sets out how the council will promote a balanced housing market; essential to sustainable communities, in response to Torbay's current housing crisis.

Through leadership and working with partners this strategy aims to improve the delivery, affordability and quality of housing.

The strategy will kick start the delivery of new homes and support improving existing homes and communities; with particular focus on affordable and social rent properties.

The strategy builds upon the Council's previous housing strategy and seeks to continue the momentum of improvement.

Wards affected:	All Wards
Consultees:	Householders and key partners
Means of Consultation:	Online consultation with promotion with One Torbay Newsletter (which has over 9000 subscribers) Press release Social Media Targeted communication with hard to reach groups
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 Adult and Community Services (Jo Williams), Director of Place (Kevin Mowat), Divisional Director of Community and Customer Services (Tara Harris)
Link to targeted actions:	Council fit for the future
Reason for inclusion in the Forward Plan:	Policy Framework

Decision Maker:	Cabinet Cabinet Council
Intended Decision Date:	18 Oct 2022 23 Feb 2023 7 Mar 2023
If you want to make representations contact:	Tara Harris, Divisional Director of Community and Customer Services, tara.harris@torbay.gov.uk

