

## 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.

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

<b>Name</b>	<b>Address</b>	<b>Electoral Ward</b>
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.

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

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

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.