

Officer Scheme of Delegation
Urgent decisions taken by the Executive Director of Operations and Finance

Paragraph 1.19 of Schedule 6 to Part 3 (Responsibility of Functions) of the Council's Constitution

Report to the Meeting of the Council to be held on 23 July 2015

The Officer Scheme of Delegation states that the Chief Operating Officer may take an urgent decision in relation to an council function (in consultation with the relevant member) if he/she considers it to be in the best interests of the Council or the inhabitants of the Borough and where he/she does not consider it reasonably practicable to convene a meeting of the Council.

A report detailing the action taken in accordance with the Officer Scheme of Delegation must be submitted to the Council. The table below sets out the details of the action taken:

Matter for decision	Decision taken by	Decision and Alternative Options Considered	Reasons for urgency	Date of decision
Appointment of Health and Wellbeing Board	Executive Director of Operations and Finance	<p>Decision:</p> <p>That the Health and Wellbeing Board be established with membership and terms of reference as set out overleaf:</p> <p>Alternative Options Considered:</p> <p>None</p>	<p>Any delay likely to be caused by convening a meeting of the Council would prejudice the Council's and/or the public's interests.</p> <p>The decision needed to be taken urgently to enable the Health and Wellbeing Board to meet on 18 June 2015.</p>	10 June 2015

Health and Wellbeing Board

Terms of Reference:

1. To encourage those who arrange for the provision of any health or social care services in the area to work in an integrated manner for the purpose of advancing the health and wellbeing of the people in its area.
2. To provide advice, assistance and support, as it thinks appropriate for the purpose of encouraging the making of arrangements under Section 75 (arrangements between NHS bodies and local authorities) of the National Health Service Act 2006 in connection with the provision of such services.
3. To encourage those who arrange for the provision of health-related services in its area to work closely with the Health and Wellbeing Board.
4. To encourage those who arrange for the provision of any health or social care services in its area and those who arrange for the provision of any health-related services in its area to work closely together.
5. To exercise the functions of Torbay Council and South Devon and Torbay Clinical Commissioning Group under sections 116 (health and social care: joint strategic needs assessments) and 116A (health and social care: joint health and wellbeing strategy) of the Local Government and Public Involvement in Health Act 2007, namely:
 - Preparation of a Joint Strategic Needs Assessment; and
 - Preparation of a Joint Health and Wellbeing Strategy.
6. To assess needs for pharmaceutical services in Torbay and publish a statement of its first assessment and of any revised assessment.
7. To provide the Council its opinion on whether the local authority is discharging its duty under section 116B (duty to have regard to assessment and strategies) of the Local Government and Public Involvement in Health Act 2007.

This is a Council Committee with up to five members of the Council (to be appointed by the Mayor);

Membership:

Director of Adult Social Services
Director of Children's Services
Director of Public Health
A representative of Healthwatch Torbay
A representative of South Devon and Torbay Clinical Commissioning Group

Conservative (3):

Executive Lead for Children – Mayor Oliver;
Executive Lead for Health and Wellbeing - Councillor Mills; and
Executive Lead for Adults - Councillor Parrott

Liberal Democrat (1) – Councillor Doggett

Independent Group (1) – Councillor Stockman

Non-voting Co-opted Members:

Torbay and Southern Devon Health and Care NHS Trust
South Devon Healthcare NHS Foundation Trust
Police and Crime Commissioner
Devon Partnership NHS Trust
Torbay Community Development

8.	To exercise the statutory duty to promote co-operation between Torbay Council, its relevant partners and other partners or bodies as the Council considers appropriate, to improve the well-being of children in the area.	Trust
9.	To consider the annual report of the Torbay Safeguarding Children's Board.	
10.	To make any decisions that legislation or government guidance reserves to Health and Wellbeing Board's and/or proposes that Health and Wellbeing Boards would be appropriate forum for such decisions to be made.	

Matter for decision	Decision taken by	Decision and Alternative Options Considered	Reasons for urgency	Date of decision
Proposal to relocate Mayfield Special School's Post 16 Provision and to Increase the School's Admission Number	Executive Director of Operations and Finance	<p>Decision:</p> <p>(i) that Mayfield Special School's Post 16 Provision be relocated to Fairwinds, Higher Preston Road, Paignton TQ3 1RN from 1 September 2015; and</p> <p>(ii) that Mayfield Special School to increase its admission number from 140 to 165 from 1 September 2015.</p> <p>Alternative Options Considered:</p> <p>There are no alternative options as Mayfield is the only school in Torbay which offers the specialist places that are needed and there is no scope to extend the school any further on its existing site.</p>	<p>Any delay likely to be caused by convening a meeting of the Council would prejudice the Council's and/or the public's interests.</p> <p>The decision needed to be taken urgently to enable the proposals to be implemented from 1 September 2015.</p>	9 July 2015

Steve Parrock
Executive Director of Operations and Finance

9 July 2015