

Table proposing changes to the Council's Policy Framework

Policy Framework Document	Rationale/Purpose/Recommendation	Duration of Plan	Last Approved	Lead Officer/Director
Adult Social Care Partnership Agreement	<p>Now called Strategic Agreement between Torbay and Southern Devon Health and Care NHS Trust (TSDHCT) and Torbay Council /Torbay and South Devon Clinical Commissioning Group (CCG). A legal and statutory Strategic Agreement between Torbay and Southern Devon Health and Care NHS Trust and Torbay Council regarding the delivery of Adult Social Services on behalf of the Council. The Strategic Agreement sets out the performance targets for Torbay and Southern Devon Health and Care NHS Trust, specifies financial inputs and outputs, agrees key areas for development, charges applied to service users and specifies the performance monitoring arrangements. This agreement is prepared jointly with the CCG in view of the expectation that an Integrated Care Organisation (ICO) will commence in the new financial year and is agreed to by the South Devon Healthcare NHS Foundation Trust, who is the acquiring organisation of the TSDHCT.</p> <p>Recommendation: The Strategic Agreement between Torbay and Southern Devon Health and Care NHS Trust and Torbay Council /Torbay and South Devon Clinical Commissioning Group to remain as a Policy Framework document.</p>	Annual as part of the budget setting process	February 2015	Caroline Taylor
Annual Report	<p>To inform the public, councillors and stakeholders of the Council's performance as well as summary financial information on revenue and capital spending, achievements and future plans.</p> <p>We are the only local authority of those surveyed that have this as a Policy Framework document. There is no requirement to have this and there may be other ways of promoting the Council and its achievements.</p> <p>Recommendation: The Annual Report to be removed from the list of Policy Framework documents.</p>	Annual December 2014	6 December 2012	Michelle Pierce Anne-Marie Bond

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Children's and Young People's Plan	<p>Torbay Children and Young People's Plan 2014-19 reviews the achievements of Children's Services and partners in delivering services to children, young people and their families. It gives headline outcome data in some key areas of need and then sets out the headline priorities for the next five years.</p> <p>This Plan is required by Section 17 of the Children Act and the majority of local authorities surveyed have this as a Policy Framework document.</p> <p>Recommendation: The Children's and Young People's Plan to remain as a Policy Framework document incorporated into the Joint Health and Wellbeing Strategy.</p>	2014-2019	25 September 2014	Richard Williams
Climate Change Strategy	<p>The Climate Change Strategy is not a statutory plan but it enables the Council to comply with the obligations of the Climate Change Act (which sets national targets) and the National Adaptation Plan which says we have to have policies on tackling climate-related impacts. The National Planning Policy Framework also requires authorities to help increase the use and supply of low carbon energy and the responsibility on all communities to meet the challenge of climate change and its associated effects. It has been useful when bidding for funding such as ECO to say it is a Policy Framework Document.</p> <p>Only two of the local authorities surveyed include this Strategy as a Policy Framework document.</p> <p>Recommendation: The Climate Change Strategy to be removed from the list of Policy Framework documents.</p>	2008 to 2013	Has been refreshed and is currently out for consultation for 2014-2018	Fran Hughes/ Anne-Marie Bond
Communication, Engagement and Consultation Strategy	<p>This strategy is not statutory but identifies how the Council will consult and engage with its community and partners. This document is currently under review and will be updated to provide one overarching communication and consultation policy/strategy that defines what the Council does (focusing on fair decision making).</p> <p>Recommendation: The Communication, Engagement and Consultation Strategy to remain in the list of Policy Framework documents.</p>	Overdue	Due to be considered on 22 October 2015	Anne-Marie Bond Steve Parrock

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Community Plan	<p>The Community Plan outlines the vision for Torbay bringing together the views of residents as well as representatives from the business community and voluntary sectors.</p> <p>The Council is no longer legally required to have a Community Plan.</p> <p>Recommendation: Remove from the list of Policy Framework documents.</p>		Published 6 December 2011	Anne-Marie Bond Steve Parrock
Community Safety Strategy	<p>There is still a requirement to have a plan but doesn't have to be listed as a Policy Framework Document.</p> <p>The Torbay Strategic Crime and Disorder Assessment is reported to the Community Safety Partnership and suggest Executive Lead and Senior Leadership Team (SLT) input to ensure strategic oversight.</p> <p>Recommendation: To remove the Community Safety Strategy from the list of Policy Framework documents but present future updates to Executive Lead and SLT for strategic input and to be approved by the Assistant Director of Community and Customer Services.</p>		Last approved 3 years ago.	Fran Hughes
Corporate Asset Management Plan	<p>This plan defines how Torbay Council will develop its land and property assets and is usually reviewed by Council on an annual basis as part of the budget setting process. Most of the local authorities surveyed do not include this as a Policy Framework document.</p> <p>Recommendation: The Corporate Asset Management Plan to be removed from the list of Policy Framework documents.</p>	Standing document only needs further approval when subject to substantial changes.	February 2013	Martin Phillips Steve Parrock

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Corporate Capital Strategy	<p>This plan is the policy document that brings together the programme of Capital Investment in property used across the Council's services and informs decisions on Capital Spending priorities within the Council's 4-year Capital Plan Budget, which is approved by Council.</p> <p>Most of the local authorities surveyed do not include this as a Policy Framework document.</p> <p>Recommendation: The Corporate Capital Strategy to be removed from the list of Policy Framework documents.</p>	Standing document only needs further approval when subject to substantial changes.	February 2013	Martin Phillips Steve Parrock
Corporate Plan	<p>To identify the priorities the Council intends to deliver. This is a key strategic document.</p> <p>Most of the local authorities surveyed include the Corporate Plan as a Policy Framework document. The Council has previously had an Equality and Inclusion Policy Scheme as part of the Policy Framework but this is no longer required or needs to be a standalone document, however the Council must publish Equality Objectives. It is therefore suggested that the Equality Objectives be incorporated into the Corporate Plan to form one document.</p> <p>Recommendation: The Corporate Plan (incorporating Equalities Objectives) to remain as a Policy Framework document.</p>	To be updated September 2015.	February 2013	Anne-Marie Bond
Cultural Strategy	<p>The strategy reflects the needs and aspirations of the public and cultural sector and was added to the list of Policy Framework documents on 25 September 2014 to raise the profile of culture and assist in securing external funding opportunities. Only two of the local authorities surveyed had this as a Policy Framework document.</p> <p>Recommendation: That the Cultural Strategy to become a sub-strategy of the Economic Regeneration Plan.</p>	New strategy required from 2015	25 September 2014	Fran Hughes

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Economic Regeneration Plan	<p>Plan to deliver jobs and sustainable economic growth in Torbay. The Tourism Strategy is a sub-strategies of this Plan.</p> <p>Only three of the local authorities surveyed include their Economic Plan as a Policy Framework document, however this is one of the key priority areas for the Council and therefore should remain as a Policy Framework document.</p> <p>Recommendation: The Economic Regeneration Plan and its sub-strategies to remain as Policy Framework documents.</p>	Current plan ends in 2018	2013	Alan Denby/ Kevin Mowat

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Equality and Inclusion Policy Scheme	<p>The equality framework is a Local Government Association initiative which comprises of five performance areas which Local Authorities are measured against. Local Authorities carry out self assessments and are rated against three levels of achievement ('Developing' 'Achieving' 'Excellent') – Torbay Council carried out their last assessment in 2008 and is currently rated at 'Achieving'. It should be noted that this not a statutory framework.</p> <p>Since 2008 the Equality Act 2010 now requires all Local Authorities to produce 'Equality Objectives' every 4 years (ours are available here: http://www.torbay.gov.uk/equalityobjectives) and these are due to be refreshed in 2016. This is a statutory responsibility.</p> <p>The Council also has a statutory to publish Equality Information every year to demonstrate how we are meeting the Public Sector Equality Duty (this is available here - http://www.torbay.gov.uk/index/yourcouncil/equalopportunities/equalityinformation.htm).</p> <p>It is suggested that the Equality and Inclusion Policy is removed from the Policy Framework and that the Equality Objectives are incorporated within the Corporate Plan.</p> <p>Only two of the local authorities surveyed include an Equality Policy as a Policy Framework document.</p> <p>Recommendation: The Equality and Inclusion Policy to be removed from the list of Policy Framework documents, and the Equality Objectives be incorporated within the Corporate Plan.</p>	Overdue	Last updated November 2006 with action plans update in 2007 and achievements brochure in 2010	Anne-Marie Bond Steve Parrock
Food Safety Service Plan	<p>The plan is required by the Food Standards Agency but it does not have to be included as a Policy Framework document. The Under Age Sales Policy and Health and Safety Plan are incorporated into this Plan so only one report is presented.</p> <p>Recommendation: To remove the Food Safety Services Plan from the list of Policy Framework Documents as it does not have to be included and will be approved by the Assistant Director of Community and Customer Services, in consultation with the Executive Lead.</p>	reviewed annually	1 June 2015	Steve Cox Fran Hughes

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Gambling Act Policy/Statement of Principles	<p>This policy sets out the principles by which the Council will exercise their functions under the Gambling Act.</p> <p>Most of the local authorities surveyed include the Gambling Act Policy as a Policy Framework document.</p> <p>Recommendation: The Gambling Act Policy/Statement of Principles to remain as a Policy Framework document.</p>	3 years Due to be reviewed 2015	December 2012	Steve Cox Fran Hughes
Health and Safety Service Plan	<p>The plan is a requirement of the Health and Safety Executive and ensures businesses, residents and the wider community are provided with a suitable level of protection but does not have to be a Policy Framework document. The Under Age Sales Policy and Health and Safety Plan are incorporated into Food Safety Service Plan so only one report is presented.</p> <p>Recommendation: The Health and Safety Service Plan to be removed from the list of Policy Framework documents as it does not have to be included and will be approved by the Assistant Director of Community and Customer Services, in consultation with the Executive Lead.</p>	reviewed annually	1 June 2015	Steve Cox Fran Hughes

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<p>Housing Strategy including the Housing Renewal Policy and Homelessness Strategy</p>	<p>The Council is in the process of reviewing its housing commissioning arrangements. This document sets out what we need to do to improve affordable housing options, improve fuel poverty.</p> <p>The Council has not had an overarching housing strategy for a number of years and is not required to have one. The Council is taking a new approach to its Housing Strategy by having a number of sub-strategies rather than a single Housing Strategy.</p> <p>The Homelessness Strategy runs from 2011-2014 and is aimed at preventing homelessness and securing sufficient support and accommodation is available for people who become or are threatened with homelessness. There is a statutory requirement to have a homelessness strategy but it can be approved by officers with Member input via Overview and Scrutiny.</p> <p>The Council no longer has Housing Renewal Policy.</p> <p>One of the key strategic housing documents is the Housing Allocation Policy which sets out how we wish to allocate housing stock across Torbay. This should be included in the list of Policy Framework documents.</p> <p>Half of the local authorities surveyed have the Housing Strategy as a Policy Framework document.</p> <p>Recommendation: The Housing Strategy and its sub-documents e.g. Homelessness Strategy and Housing Allocations Policy to remain on the list of Policy Framework documents.</p>	<p>Currently under review</p>		<p>Julie Sharland/ Caroline Taylor</p>

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Joint Health and Wellbeing Strategy	<p>This Strategy sets out how the Health and Wellbeing Board will encourage organisations in Torbay will work together to meet the needs the community. It explains what the health and wellbeing priorities are in Torbay and how joint action will be taken to make a real impact on people’s lives.</p> <p>This is not required by law to be a Policy Framework document.</p> <p>Recommendation Health and Wellbeing Strategy incorporating the Older Persons Strategy, Supporting People Strategy and Children and Young Peoples Plan to be added to the list of Policy Framework documents.</p>	4 years 2012/13 to 2014/15	22 November 2012	Kate Spencer/ Anne-Marie Bond
Licensing Policy	<p>This policy sets out the principles by which Torbay Council will exercise their functions under the Licensing Act 2003.</p> <p>Most of the local authorities surveyed include the Licensing Policy as a Policy Framework document.</p> <p>Recommendation: The Licensing Policy to remain as a Policy Framework document.</p>	5 years Due to be reviewed 2015	January 2010	Steve Cox Fran Hughes
Local Area Agreement	<p>No longer exists can be removed from the Policy Framework.</p> <p>Recommendation: Local Area Agreement to be removed from the list of Policy Framework documents.</p>			Anne-Marie Bond

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Local Transport Plan	<p>This is a statutory plan which requires final approval from the Secretary of State for Transport. It influences the everyday lives of all residents and visitors, be it travelling to work, school, leisure trips or shopping. It influences the ability for people to access health care, food and employment. It also determines how large parts of our budget are allocated and the ability to secure large amounts of grant funding.</p> <p>Most of the local authorities surveyed include the Local Transport Plan as a Policy Framework document.</p> <p>Recommendation: The Local Transport Plan to remain as a Policy Framework document with the Parking Strategy being a sub-strategy of this plan.</p>	2011 to 2016 for overarching strategy and a 5 year review for the implementation plan.	2011	Anne-Marie Bond
Older Persons Strategy	<p>This was last called Active Ageing Strategy. Torbay expects to have 50% of its population aged 50 or above by 2020. Our population structure is already older than the national average and this is predicted to become even more pronounced which is likely to place additional demands on public services.</p> <p>The Council is not required to have an Older Persons Strategy and the Council no longer needs this strategy as the activities covered in the strategy are now done through joint arrangements.</p> <p>Only one of the local authorities surveyed includes this Strategy as a Policy Framework document.</p> <p>Recommendation: The Older Persons Strategy/Acting Ageing Strategy to remain as a Policy Framework document incorporated into the Joint Health and Wellbeing Strategy.</p>			Julie Sharland

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Organisational Development Plan	<p>This was being developed by the Assistant Director of Corporate and Business Services to set out the overall organisational development priorities for the Council. This is an operational staffing document.</p> <p>Only one of the local authorities surveyed includes this Plan as a Policy Framework document.</p> <p>Recommendation: The Organisational Development Plan to be removed from the list of Policy Framework documents and merged with the Workforce Plan which will be approved by the Head of Paid Service as these documents relate to staffing resources.</p>			Sue Wiltshire Anne-Marie Bond
Plans and Strategies which together comprise the Development Plan	<p>These are the key strategic planning documents for the Torbay area and most of the local authorities surveyed include this as Policy Framework documents.</p> <p>Recommendation: The Plans and Strategies which together comprise the Development Plan to remain as Policy Framework documents.</p>	Various timescales. Definitely need to be policy framework documents.	Various	Steve Turner / Pat Steward/ Anne-Marie Bond
Port Masterplan	<p>The purpose of the Port Masterplan is to inform those who are living in, working in or visiting Torbay about proposals for the future use of Tor Bay Harbour and the three enclosed harbours of Brixham, Paignton and Torquay. In 2010 the Department for Transport recommended that ports produce a Port Masterplan, this Plan has the same strategic importance as the Torquay, Paignton and Brixham Master Plans. The first plan was approved on 5 December 2013 and added to the Policy Framework list. This does not have to be a Policy Framework document.</p> <p>Recommendation: The Port Masterplan to remain as a Policy Framework document and be incorporated into the Plans and Strategies which comprise the Development Plan.</p>	5 Year plan due to be reviewed in December 2018	5 December 2013	Kevin Mowat

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Scheme for Financing Schools	<p>It is a statutory requirement to have a scheme that explains how the Council funds its schools. The Director of Children’s Services has delegated authority to change the scheme including financial conditions. None of the local authorities surveyed include this scheme in their Policy Framework document.</p> <p>Recommendation: The Scheme for Financing Schools to be removed from the list of Policy Framework documents and be approved by Director of Children’s Services.</p>	Revised annually by the school finance team with revised versions being placed on the website. Due Spring 2015	May 2014	Lisa Finn Richard Williams
Supporting People Strategy	<p>This document is no longer required as Supporting People no longer has a ring-fenced budget for this activity. The work is now carried out through joint commissioning and planning activities.</p> <p>Recommendation: The Supporting People Strategy to remain as a Policy Framework document incorporated into the Joint Health and Wellbeing Strategy.</p>			Julie Sharland
Torbay Heritage Strategy	<p>The Heritage Strategy is not a statutory plan. At the time of production having it as a Policy Framework document meant that we had an improved chance of funding from the Heritage lottery fund.</p> <p>None of the local authorities surveyed include this in their Policy Framework. There is very little funding now available so officers are of the view this Strategy should no longer be a Policy Framework document.</p> <p>Recommendation: Torbay Heritage Strategy to be removed from the list of Policy Framework documents.</p>	No review period set.	2011	Fran Hughes

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Waste Management Strategy	<p>The Municipal Waste Management Strategy is a statutory plan and also influences the everyday lives of residents, for example how our bins are collected and what is collected affects every doorstep. It also determines how large portions of budget are allocated and requires consultation with statutory consultees such as the Environment Agency. Approximately half of the local authorities surveyed include this Strategy as a Policy Framework document.</p> <p>Recommendation: The Waste Management Strategy to remain as a Policy Framework document.</p>	2008 to 2025 with a review set for 5 years.	2008	Fran Hughes
Workforce Plan	<p>This was being developed by the Assistant Director of Corporate and Business Services to ensure that the Council has a policy on succession planning and developing future managers etc. This is an operational staffing document..</p> <p>None of the local authorities surveyed have this strategy in their Policy Framework.</p> <p>Recommendation: The Workforce Plan to be removed from the list of Policy Framework documents and combined with the Organisational Development Plan which will be approved by the Head of Paid Service as these documents relate to staffing resources.</p>			Anne-Marie Bond Steve Parrock