



Community Governance Review Working Party Meeting Agenda

Wednesday, 21 August 2019 at 4.30 pm
to be held in Meadfoot Room - Town Hall

Membership

Councillor Steve Darling
Councillor Ian Doggett
Councillor Darren Cowell
Councillor Ray Hill
Councillor Karen Kennedy

Councillor Swithin Long
Councillor Mike Morey
Councillor David Thomas
Councillor Andrew Barrand

1. **Apologies**
2. **Minutes** (Pages 2 - 3)
3. **Consultation Plan - Anne-Marie Bond** (Pages 4 - 7)

For information relating to this meeting or to request a copy in another format or language please contact:

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Minutes of the Community Governance Review Working Party

1 July 2019

-: Present :-

Councillors Steve Darling, Cowell, Hill, Kennedy, Long, Morey, David Thomas and Mandy Darling

1. Election of Chairman/woman

Councillor Long was elected Chairman of the Community Governance Review Working Party for the 2019/2020 Municipal Year.

Councillor Long in the Chair

2. Apologies

It was reported that in accordance with the wishes of the Liberal Democrat Group, the membership of the Working Party had been amended for this meeting by including Councillor Mandy Darling instead of Councillor Doggett.

3. Appointment of Vice-Chairman/woman

Councillor Morey was appointed as the Vice-Chairman of the Working Party for the 2019/2020 Municipal Year.

4. To receive the consultation results and determine recommendations for the Community Governance Review

The Director of Corporate Services provided an overview of the consultation response from the first phase of the Community Governance Review. Members were advised that a report would be presented to Cabinet on 9 July and Council on 18 July 2019 regarding phase 2 consultation for the review.

It was noted that the current Medium Term Resource Plan (MTRP) shows a projection over the next three years to make £18.3m of savings or income generation, with £10.8m required to be found for the 2020/2021 financial year. Members also noted that there are increasing pressures in respect of placements in Children's Services for the current financial year which will increase the shortfall for next year. The Council does not yet know what the funding formula will be for next year, however, recent consultation was clear that if the Council were to retain 100% of business rates the Government would take away the equivalent amount of other grants.

A motion was proposed and seconded:

That Council be recommended that the second phase of consultation be based upon:

- a) that two new parishes be created within Torbay, one entitled Torquay Parish and one entitled Paignton Parish;
- b) that the new parishes be divided into wards, the ward boundaries and number of councillors to be elected to be the same as the existing arrangements for those words on Torbay Council;
- c) that the maximum Band D precept of no more than £90 per year; and
- d) that within the Consultation it be explored whether the ward of Churston with Galmpton be included within the existing Brixham Town Council or within a newly established Paignton Parish, and other than that no changes be made to the status, boundaries, warding or electoral arrangements for Brixham Town Council.

The motion was declared carried.

Chairman

New Town Councils



Delivering local services with local communities

Phase 2 – Detailed Consultation Plan

Summary

The key elements of the Phase 2 consultation will comprise:

- Online questionnaire (with paper copies available if required)
- Facebook Live Panels
- Roadshows in each town centre
- Engagement Event – Examples of Town Councils elsewhere
- Stand at the Community Conference
- Offers to attend the following events to explain proposals:
 - Brixham Town Council
 - Community Partnerships
 - Chambers of Trade
 - Torbay Business Forum – Business Breakfast

We are currently checking whether a Roadshow/Stand could be held before one of Torquay United's home matches during the consultation period.

All of the above will be supplemented by a Communications Plan which will ensure that as wide a selection of the community are aware that the consultation is taking place. This will include posters and displays in community centres, church halls, children's centres and GP surgeries.

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Social media will also be utilised with members of the Council being encouraged to share information within their networks and to respond to posts, thereby ensuring that there is two way engagement.

Activity

Activity	Date	Responsibility	Progress
Briefing meetings with each set of Ward Councillors	8/8/19	Anne-Marie/Kate	In progress
Follow up email sent to all Councillors	9/8/19	Kate	In progress
Consultation Questionnaire designed	5/8/19 – 16/8/19	Melissa/Kate	In progress
List of consultation materials required sent to Design Team	By 16/8/19	Kate	
Agree wording for consultation webpage and send to Web Team	By 16/8/19	Kate	Not started
Determine equipment required for future Facebook Live events	23/8/19	Nikki/Michelle	
Consultation Questionnaire – Sign off	By 30/8/19	Anne-Marie/ Melissa	Not started
Equipment for Facebook Live delivered	By 30/8/19		
Invitations sent to all Community Partnerships/Chambers of Trade/Business Forum offering Cabinet Members to attend to explain the proposals	By 30/8/19	Karen	Not started
Consultation Plan updated as invites accepted			
Consultation materials prepared	By 30/8/19	Design	Not started
WEEK 1			
Consultation Questionnaire – Live on website	2/9/19	Melissa	Not started
Consultation Materials sent to Print	3/9/19		
Paper questionnaires sent to Libraries and Harbour Offices	By 4/9/19	Melissa	Not started
Promotion via staff newsletters: Torbay Council Torbay Hospital South Devon College	By 4/9/19	Kate	Not started
Facebook Live – Panel 1 (5.00 – 5.30 p.m.)	4/9/19	Communications/ Web Team	Diary invites sent
Town Centre Roadshow – Union Square, Torquay (11.00 a.m. – 2.30 p.m.) (Need to confirm venue and rota of councillors/officers)	6/9/19		Email sent to Union Sq seeking permission

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			Diary invites sent
WEEK 2			
Cockington, Chelston and Livermead Community Partnership	10/9/19		
Churston, Galmpton and Broadsands/Brixham Community Partnership	10/9/19		
Community Conference – Roadshow/Display Stand	11/9/19		
Brixham Town Council – Presentation from Cllr Steve Darling/Cllr Cowell ahead of the Town Council meeting	12/9/19		
Town Centre Roadshow – Victoria Street, Paignton (11.00 a.m. – 2.30 p.m.)	13/9/19		Diary invites sent Nick Moloney (Highways) contacted for confirmation
WEEK 3			
Goodrington, Roseland & Hookhills Community Partnership	16/9/19		
Clifton and Maidenway Community Partnership	18/9/19		
Torre and Upton Community Partnership	18/9/19		
Town Centre Roadshow – Fore Street, Brixham (11.00 a.m. – 2.30 p.m.)	21/9/19		Diary invites sent Nick Moloney (Highways) contacted for confirmation
WEEK 4			
Facebook Live – Panel 2 (5.00 – 5.30 p.m.)	25/9/19	Communications/ Web Team	Diary invites sent
WEEK 5			
Hele and Lower Barton Community Partnership	30/9/19		
Torbay Business Forum – Business Breakfast	1/10/19		
Paignton Town and Preston Community Partnership	2/10/19		
Consultation Event – Lessons from other Town Councils – Speakers from National Association of Local Councils – Details to be confirmed	3/10/19		

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WEEK 6			
Facebook Live – Panel 3 (10 – 10.30 a.m.)	8/10/19	Communications/ Web Team	Diary invites sent
WEEK 7			
Cabinet Meeting – Launch of Budget Consultation	15/10/19		
FOR INFORMATION – Brixham Town Council Meeting (No Torbay Council representation required)	17/10/19	N/A	N/A
WEEK 8			
St Marychurch and District Community Partnership	22/10/19		
Wellswood and Torwood Community Partnership	24/10/19		
Consultation Closes	25/10/19		