

Tuesday, 20 April 2021

Annual Meeting of the Council

Dear Member

I am pleased to invite you to attend the annual meeting of Torbay Council which will be held remotely via Zoom (the links to the meeting are set out below) on **Wednesday, 28 April 2021** commencing at **5.30 pm**

<https://us02web.zoom.us/j/89279351842?pwd=WXdZMVV5WDBVSWJjc012VU43OVJWZz09>

Meeting ID: 892 7935 1842

Passcode: 038020

One tap mobile

+442080806592, 89279351842#, *038020# United Kingdom

+443300885830, 89279351842#, *038020# United Kingdom

Dial by your location

+44 208 080 6592 United Kingdom

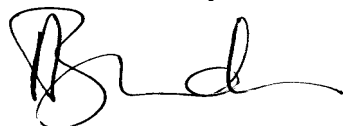
+44 203 481 5237 United Kingdom

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The items to be discussed at this meeting are attached.

Yours sincerely,



Anne-Marie Bond
Chief Executive

(All members are summoned to attend the meeting of the Council in accordance with the requirements of the Local Government Act 1972 and Standing Orders A5.)

Together Torbay will thrive

Download this agenda via the free modern.gov app on your [iPad](#), [Android Device](#) or [Blackberry Playbook](#). For information relating to this meeting or to request a copy in another format or language please contact:

June Gurry, Town Hall, Castle Circus, Torquay, TQ1 3DR

Email: governance.support@torbay.gov.uk - www.torbay.gov.uk

Annual Meeting of the Council Agenda

1. Opening of meeting

2. Apologies for absence

3. Minutes

(Pages 6 - 63)

To confirm as a correct record the minutes of the meetings of the Council held on 27 February, 21 May, 16 July, 30 July, 24 September, 8 October, 3 December 2020, 4 February, 11 February, 25 February and 31 March 2021.

(Note: the Minutes had not previously been signed due to Covid19 and holding the meetings remotely. A copy of all the Minutes have been posted to The Worshipful Mayor of Torbay to sign at this meeting.)

4. Declarations of interests

- (a) To receive declarations of non pecuniary interests in respect of items on this agenda

For reference: Having declared their non pecuniary interest members may remain in the meeting and speak and, vote on the matter in question. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.

- (b) To receive declarations of disclosable pecuniary interests in respect of items on this agenda

For reference: Where a Member has a disclosable pecuniary interest he/she must leave the meeting during consideration of the item. However, the Member may remain in the meeting to make representations, answer questions or give evidence if the public have a right to do so, but having done so the Member must then immediately leave the meeting, may not vote and must not improperly seek to influence the outcome of the matter. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.

(Please Note: If Members and Officers wish to seek advice on any potential interests they may have, they should contact Governance Support or Legal Services prior to the meeting.)

5. Communications

To receive any communications or announcements from:

- i) the Civic Mayor – this will include a presentation from Soo Brizell of Shekinah on Restorative Justice;
- ii) the Leader of the Council;

- iii) the Overview and Scrutiny Co-ordinator;
- iv) the Council's representative on the Heart of the South West Joint Committee;
- v) the Chief Executive.

6. Election of The Worshipful the Mayor of Torbay

To elect The Worshipful the Mayor of Torbay for the 2021/2022 Municipal Year.

7. Election of Deputy Civic Mayor

To elect the Deputy Civic Mayor of the Council for the 2021/2022 Municipal Year.

8. Members' questions

To respond to the submitted questions asked under Standing Order A12.

(Pages 64 - 66)

9. Appointment of Overview and Scrutiny Co-ordinator and Scrutiny Lead Members

To appoint the Overview and Scrutiny Co-ordinator and the:

- Overview and Scrutiny Lead for Children's Services
- Overview and Scrutiny Lead for Adults and Public Health
- Overview and Scrutiny Lead for Place
- Overview and Scrutiny Lead for Corporate and Community Services.

(Note: Cabinet members shall not be appointed as the Overview and Scrutiny Co-ordinator or Overview and Scrutiny Leads.)

10. Appointments to Council Committees, Working Parties and Appointment of Committee Chairmen/women and Vice-Chairmen/women for 2021/22

To consider a report that seeks to appoint the Council's committees, working parties, Chairmen/women and Vice-Chairmen/women for the 2021/2022 municipal year.

(Pages 67 - 91)

11. Composition and Constitution of the Cabinet and Record of Delegations of Executive Functions

To receive details from the Leader of the Council of the composition and constitution of the Cabinet for 2019/2020, together with the record of delegations of Executive functions (in accordance with Standing Order C2).

(Pages 92 - 96)

12. Scheme of Delegation for Council Functions

To agree the scheme of delegation for Council functions as set out in Part 3 of the Constitution in so far as they relate to Council functions.

<https://www.torbay.gov.uk/DemocraticServices/ieListMeetings.aspx?CId=458&info=1>

13. **Overview and Scrutiny Annual Report 2020/2021** (Pages 97 - 111)
To receive the Overview and Scrutiny Annual Report for 2020/2021.
14. **Proposal for a peppercorn rent lease for Burton Academy for land at South Parks** (Pages 112 - 120)
To consider the recommendations of the Cabinet on the proposal for a peppercorn rent lease for Burton Academy for land at South Parks.
15. **Standing Order D11 (in relation to Overview and Scrutiny) - Call-in and Urgency** (Pages 121 - 122)
To note the schedule of Executive decisions to which the call-in procedure does not apply as set out in the submitted report.

Instructions for the press and public for joining the meeting

If you are using an iPad you will need to install Zoom which can be found in the App Store. You do not need to register for an account just install the software. You only need to install the software once. For other devices you should just be taken direct to the meeting.

Joining a Meeting

Click on the link provided on the agenda above and follow the instructions on screen. If you are using a telephone, dial the Zoom number provided above and follow the instructions. (**Note:** if you are using a landline the call will cost up to 13p per minute and from a mobile between 3p and 55p if the number is not covered by your inclusive minutes.)

You will be placed in a waiting room, when the meeting starts the meeting Host will admit you. Please note if there are technical issues this might not be at the start time given on the agenda.

Upon entry you will be muted and your video switched off so that only the meeting participants can be seen. When you join the meeting the Host will unmute your microphone, ask you to confirm your name and update your name as either public or press. Select gallery view if you want see all the participants.

If you have joined the meeting via telephone, your telephone number will appear on screen and will be displayed for all to see until the Host has confirmed your name and then they will rename your telephone number to either public or press.

Speaking at a Meeting

If you are registered to speak at the meeting and when it is your turn to address the Meeting, the Chairman will invite you to speak giving the Host the instruction to unmute your microphone and switch your video on (where appropriate) therefore please pause for a couple of seconds to ensure your microphone is on.

Upon the conclusion of your speech/time limit, the Host will mute your microphone and turn off your video.

Meeting Etiquette for Registered Speakers - things to consider when speaking at public meetings on video

- Background – the meeting is public and people will be able to see what is behind you therefore consider what you will have on display behind you.
- Camera angle – sit front on, upright with the device in front of you.
- Who else is in the room – make sure you are in a position where nobody will enter the camera shot who doesn't want to appear in the public meeting.
- Background noise – try where possible to minimise background noise.
- Aim to join the meeting 15 minutes before it is due to start.