

Wednesday, 8 May 2024

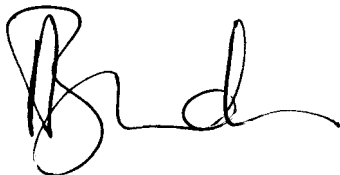
Adjourned Annual Meeting of the Council

Dear Member

I am pleased to invite you to attend the Adjourned Annual meeting of Torbay Council which will be held in **The Forum, Riviera International Conference Centre, Chestnut Avenue, Torquay, TQ2 5LZ** on **Thursday, 16 May 2024** commencing at **5.30 pm**

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.)

A Healthy, Happy and Prosperous Torbay

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

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

Adjourned Annual Meeting of the Council Agenda

1. Apologies for absence

2. 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.)

3. Minutes

(Pages 4 - 5)

To confirm as a correct record the minutes of the Extraordinary meeting of the Council held on 30 April 2024.

4. Communications

To receive any communications or announcements from the Civic Mayor, the Leader of the Council, the Overview and Scrutiny Co-ordinator or the Chief Executive.

5. Petition

(Page 6)

To receive a petition and any oral representations from the public in accordance with Standing Order A23.

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

7. Appointments to Council Committees, Working Parties and Appointment of Committee Chairmen/women and Vice-Chairmen/women for 2024/2025

(Pages 7 - 31)

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

8. **Composition and Constitution of the Cabinet and Record of Delegations of Executive Functions** (Pages 32 - 34)
To receive details from the Leader of the Council of the composition and constitution of the Cabinet for 2024/2025, together with the record of delegations of Executive functions (in accordance with Standing Order C2).
9. **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.

(view:
<https://www.torbay.gov.uk/DemocraticServices/ieListMeetings.aspx?CId=458&info=1>)
10. **Overview and Scrutiny Annual Report 2023/2024** (Pages 35 - 54)
To receive the Overview and Scrutiny Annual Report for 2023/2024.
11. **Constitution Amendments - Local Code of Good Practice - Members and Council Officers Involved in the Planning Process** (Pages 55 - 89)
To consider a report that sets out changes to the Council's Constitution in respect of operational arrangements for the Planning Committee and to reflect the current status of the Neighbourhood Forums in the Local Code of Good Practice - Members and Council Officers Involved in the Planning Process.
12. **Constitution Amendments - Outside Bodies Reporting Protocol** (Pages 90 - 97)
To consider a report that sets out proposed changes to the Council's Constitution in respect of the reporting arrangements for Councillors who represent the Council on outside organisations.

Live Streaming

To encourage more people to engage in our public meetings the Council is live streaming our Council meetings on our YouTube channel in addition to recording the meetings and publishing the recording on our website. To watch the meeting live please visit <https://www.youtube.com/user/torbaycouncil>.