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FORWARD PLAN

Compiled on behalf of the Mayor of Torbay

Forward Plan Published on 10 January 2014

**For information relating to the Forward Plan or to request a copy in another
format or language please contact:**

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Torbay Council

Forward Plan of Key Decisions

Explanatory Note

Torbay Council is required to publish a Forward Plan of all key decisions to be taken in the following four months. The first Plan became effective on 1 March 2002. It is updated monthly and is available at least 14 days before the beginning of each month.

Although Government regulations suggest that Key Decisions should only refer to Executive functions, Torbay Council has decided that those Council functions that would have been a Key Decision if they were to have been decided by the Mayor will also be included in the Forward Plan. This will include changes to the Council's Policy Framework and decisions that are not in accordance with the Council's Budgetary Framework.

The Regulations define a key decision as a decision that is likely to:

- (i) result in incurring expenditure or making of savings which are significant; or
- (ii) be significant in terms of its effects on communities living or working in the area.

The Council has produced comprehensive criteria to define "significant" and these are set out on the following page.

The Forward Plan consists of a brief description of the decisions that are to be made, (listed under the themes on which the Community Plan is based) followed by pages that give a fuller description of each of those matters. The Council has decided that the vision and the Community Plan themes should be adopted as the Council's vision and priorities. Where an issue does not directly link to one of the themes it will refer to 'corporate support', which aims at improving service deliver, efficiency and quality.

Copies of the documents referred to in the Forward Plan may be obtained by contacting the Democratic Services Section by telephone (01803 207064), email (democratic.services@torbay.gov.uk) or post (Town Hall, Castle Circus, Torquay, TQ1 3DR).

The Forward Plan is available free of charge on request from the Democratic Services Section of Torbay Council and is available for inspection at the Connections offices in Torquay, Paignton and Brixham. It is also available on the Council's website (<http://www.torbay.gov.uk/forward-plan>).

Gordon Oliver
Mayor of Torbay

To request a copy in another format or language phone 01803 207087

Definitions of "significant"

Expenditure and savings

A proposed decision shall be regarded as a Key Decision by way of “**incurring expenditure or making of savings which are significant**” if any one or more of the following apply:

- (1) In the opinion of the Chief Finance Officer, there is likely to be a budget variation (other than one within a Business Unit) of more than £250,000;
- (2) In the opinion of the Chief Finance Officer, it is likely to result in capital expenditure above that provided for in the capital programme and it is likely to involve an additional call on the Council’s internal resources of more than £250,000;
- (3) In the opinion of the relevant Commissioner, the decision is likely to have a material effect on Council services, including where:
 - (i) an existing service will be reduced by more than 10 per cent or will cease altogether;
 - (ii) a service which is currently provided in house will be outsourced (or vice versa); or
 - (iii) a partnership will be entered with a third party which is likely to involve a material element of risk transfer to the Council;
- (4) The proposal involves the acquisition or disposal of land having a value estimated by the Chief Finance Officer to be likely to exceed £250,000;
- (5) The proposal involves the disposal of a capital asset (other than land) having a value estimated by the Chief Finance Officer to be likely to exceed £250,000;
- (6) Where in the opinion of the Executive Head of Human Resources the proposal is likely to result in compulsory redundancies or major changes to the terms and conditions of employment of 100 or more employees across the Council’s functions;

Effect of communities

A proposed decision shall be regarded as a Key Decision by way of being “**significant in terms of its effects on communities living or working in the area**” if the relevant Commissioner, in consultation with the relevant Cabinet Member, considers that it ought to be included in the Forward Plan having regard to all the circumstances including the following principles:

- (1) A decision may affect a great number of people, or a number of wards, but not significantly and these decisions shall **not** normally be regarded as key;
- (2) A decision that has a significant impact on communities living or working in only one ward will normally be treated as a Key Decision e.g. a school closure or the introduction or amendment of traffic calming measures;
- (3) Where a decision is only likely to have a significant impact on a very small number of people in one ward it will **not** normally be key. But the people affected should be informed of the forthcoming decision in sufficient time for them to exercise their rights to see the relevant papers and make an input into the decision making process;

- (4) Consideration should be given to the level of public interest in the decision. The higher the level of interest the more appropriate it is that the decision should be considered to be key.

Our Pledges

Working for a healthy, prosperous and happy Bay

- **Sympathetic regeneration**
- **Boosting local employment**
- **Protecting vulnerable children and adults**
- **A cleaner, greener, healthier Bay**
- **Expansion of our tourism and heritage offer**
- **A safer Bay**
- **Value for money**



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Allocations Policy - Review and potential changes

The Allocations Policy are the rules the Council sets to decide who gets priority for social housing in Torbay. Social Housing includes properties and any Registered Provider (Housing Association) properties that the Council have nomination rights for. By law, the Council has to have an Allocations Policy which must be a public document and kept under review.

Wards affected:	All Wards
Consultees:	Public and partners
Means of Consultation:	A full 6 week public consultation will commence middle to end of October to inform final recommendations/ changes to the policy
Documents to be considered:	There are currently no documents published. All documents will normally be published at least five clear working days before the meeting. Where documents are not available five clear working days before the meeting, the documents will be published at the same time as they are made available to the decision maker.
Responsible Executive Lead and Officer:	Deputy Mayor (Councillor David Thomas) Richard Williams - Director of Children's Services
Corporate Priority:	Protecting vulnerable children and adults
Key Opportunities:	Allocation Policy should be reviewed on a regular basis. Members wish to consult on potential changes, specifically regarding how eligibility is assessed and priority awarded.
Key Risks:	Certain changes may put the existing partnership arrangement at risk and as a result incur costs to the Council.
Type of Decision:	Policy Framework Plan Council
Decision Maker:	Council
Intended Decision Date:	Thursday, 27 Feb 2014
If you want to make representations contact:	Julie Sharland, Children's Services, Tor Hill House, 2nd Floor South, c/o Town Hall, Castle Circus, Torquay, TQ1 3DS telephone 01803 208065, email julie.sharland@torbay.gov.uk

Council Tax 2014/15

To approve the Council Tax for 2014/2015

Wards affected:	All Wards
Consultees:	Overview and Scrutiny Board, Council and key stakeholders
Means of Consultation:	The Overview and Scrutiny Board will consider the Mayor's proposals in relation to the Revenue Budget. The Board's views will be reported to the Mayor to enable him to recommend an appropriate level of Council Tax
Documents to be considered:	There are currently no documents published. All documents will normally be published at least five clear working days before the meeting. Where documents are not available five clear working days before the meeting, the documents will be published at the same time as they are made available to the decision maker.
Responsible Executive Lead and Officer:	Mayor and Executive Lead for Employment and Regeneration, Finance and Audit (Mayor Gordon Oliver) Steve Parrock - Executive Director of Operations and Finance Executive Head of Finance - Paul Looby
Corporate Priority:	All corporate priorities
Key Opportunities:	This is a statutory requirement
Key Risks:	If the level of Council Tax is not set, the Council will be unable to collect income and therefore will not be able to provide services.
Type of Decision:	Budget Decision Council
Decision Maker:	Council
Intended Decision Date:	Thursday, 27 Feb 2014
If you want to make representations contact:	Paul Looby, Town Hall, Castle Circus, Torquay, TQ1 3DR, telephone 01803 207283, email: paul.looby@torbay.gov.uk

Clennon Valley Sports Facilities Procurement

To consider a report with recommendations on the Invitation To Participate in Dialogue (ITPD) submissions that were received from the shortlisted bidders.

Wards affected:	Goodrington with Roselands
Consultees:	Torbay residents, Community Partnerships, Land Owners, Ward Councillors, Sports Council, Neighbourhood Forum,
Means of Consultation:	On line and postal survey of residents, public meetings, face-to-face meetings with stakeholders.
Documents to be considered:	There are currently no documents published. All documents will normally be published at least five clear working days before the meeting. Where documents are not available five clear working days before the meeting, the documents will be published at the same time as they are made available to the decision maker.
Responsible Executive Lead and Officer:	Executive Lead for Safer Communities, Parking and Sport (Councillor Robert Excell) Executive Head of Residents and Visitor Services – Sue Cheriton Executive Director of Operations and Finance and Chief Executive of Economic Development Company - Steve Parrock
Corporate Priority:	A cleaner, greener, healthier Bay
Key Opportunities:	To improve the quality of sports facilities in Torbay thus improving health and sporting outcomes for residents and visitors. To deliver sporting outcomes without cost to Torbay Council. To improve Leisure and Tourism facilities. To promote economic development and employment opportunities.
Key Risks:	Long terms risks to the range and quality of sports facilities would arise from inaction or from the failure of the current tender process. Potential cost to Torbay Council from replacing or improving the facilities at a later date.
Type of Decision:	Key Decision Council
Decision Maker:	Council
Intended Decision Date:	Thursday, 1 May 2014

**If you want to make
representations contact:**

Iain Masters, tel: 01803 208975, email
iain.masters@tedcltd.com, postal address Torbay
Development Agency 3rd Floor Tor Hill House, Union Street,
Torquay, TQ2 5QW.

Local Enterprise Partnership (LEP) Strategic Economic Plan

In order to draw down funding the LEP must write and agree with Government a Strategic Economic Plan. It is in Torbay's interest to endorse this in order to have an opportunity to access funding through the LEP.

Wards affected:	All Wards
Consultees:	Businesses and communities across the LEP area.
Means of Consultation:	The LEP is engaging in consultation as part of the development of the Strategic Economic Plan. This has included a business survey, workshops and other engagement.
Documents to be considered:	There are currently no documents published. All documents will normally be published at least five clear working days before the meeting. Where documents are not available five clear working days before the meeting, the documents will be published at the same time as they are made available to the decision maker.
Responsible Executive Lead and Officer:	Mayor and Executive Lead for Employment and Regeneration, Finance and Audit (Mayor Gordon Oliver) Director of Place and Resources – Charles Uzzell
Corporate Priority:	Boosting local employment
Key Opportunities:	The Strategic Economic Plan will form the basis for the LEPs bid into funding for the local growth deal. Endorsing the strategy will ensure Torbay's priorities are represented.
Key Risks:	Not endorsing the Plan will reduce Torbay's ability to influence how LEP funding is used.
Type of Decision:	Key Decisions Mayor
Decision Maker:	Mayor
Intended Decision Date:	Thursday, 27 Feb 2014
If you want to make representations contact:	Suzie Masterman, suzie.masterman@tedcltd.com , Torbay Development Agency, 3rd Floor Tor Hill House, Union Street, Torquay, TQ2 5QW, Tel: 01803 207922, email suzie.materman@torbay.gov.uk

New Intervention to Improve Outcomes for Children and Reduce the Likelihood of Them Entering the Care System

New therapeutic intervention to improve outcomes for children and reduce the likelihood of them entering the care system.

Wards affected:	All Wards
Consultees:	Plymouth, Cornwall, Devon and Torbay Council; South West Forum and a wider group of community and voluntary sector organisations; young people via Young Devon.
Means of Consultation:	This has been developed by a project board from across the councils of Torbay, Plymouth, Devon and Cornwall Councils and has been funded by the Big Lottery. Consultation has included all the stated authorities, with additional consultation and feedback received from young people across the region via Young Devon.
Documents to be considered:	There are currently no documents published. All documents will normally be published at least five clear working days before the meeting. Where documents are not available five clear working days before the meeting, the documents will be published at the same time as they are made available to the decision maker.
Responsible Executive Lead and Officer:	Executive Lead for Children, Schools and Families (Councillor Ken Pritchard) Director of Children's Services – Charles Uzzell Executive Head of Community Safety - Fran Hughes
Corporate Priority:	Protecting vulnerable children and adults
Key Opportunities:	To work in partnership across the south west peninsula to introduce a new therapeutic intervention to reduce the likelihood of children entering the care system. This intervention could be funded through social investment.
Key Risks:	This is a new intervention not currently available in the south west peninsula. Working in partnership with other local authority areas will create options for alternative sources of funding.
Type of Decision:	Key Decisions Mayor
Decision Maker:	Mayor
Intended Decision Date:	Thursday, 6 Feb 2014

If you want to make representations contact:

Fran Hughes, Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR, Telephone 01803 208002, email frances.hughes@torbay.gov.uk

Revenue Budget 2014/2015

To approve the Council's Revenue Budget for 2014/15 including the setting of fees and charges for Council services and budget proposals for 2015/16.

Wards affected:	All Wards
Consultees:	Overview and Scrutiny Board, Council, key stakeholders
Means of Consultation:	<p>Reports in relation to the budget proposals will be circulated to the Council's key stakeholders (in accordance with statute).</p> <p>The Mayor will set provisional spending targets.</p> <p>The Mayor will request Executive Lead Members and officers to outline the implications of the provisional spending targets for consideration by the Overview and Scrutiny Board in accordance with its published timetable. The Overview and Scrutiny Board will report back their comments and recommendations to the Mayor and Council in 2014 before the Mayor proposes a revenue budget to the adjourned Council meeting on 13 February 2014.</p>
Documents to be considered:	There are currently no documents published. All documents will normally be published at least five clear working days before the meeting. Where documents are not available five clear working days before the meeting, the documents will be published at the same time as they are made available to the decision maker.
Responsible Executive Lead and Officer:	<p>Mayor and Executive Lead for Employment and Regeneration, Finance and Audit (Mayor Gordon Oliver)</p> <ul style="list-style-type: none"> - Executive Director of Operations and Finance Executive Head of Finance - Paul Looby
Corporate Priority:	All corporate priorities
Key Opportunities:	This is a statutory requirement
Key Risks:	If no budget is approved, the Council will not be able to allocate resources to individual services and therefore services would not be able to be delivered.
Type of Decision:	Budget Decision Council
Decision Maker:	Council
Intended Decision Date:	Thursday, 13 Feb 2014

If you want to make representations contact:

Paul Looby, Town Hall, Castle Circus, Torquay TQ1 3DR,
telephone 207283, email paul.looby@torbay.gov.uk

Strategic Agreement between Torbay and Southern Devon Health and Care NHS Trust and Torbay Council

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.

Wards affected:	All Wards
Consultees:	Overview and Scrutiny Board
Means of Consultation:	Meetings and circulation of papers
Documents to be considered:	There are currently no documents published. All documents will normally be published at least five clear working days before the meeting. Where documents are not available five clear working days before the meeting, the documents will be published at the same time as they are made available to the decision maker.
Responsible Executive Lead and Officer:	Executive Lead for Adult Social Care and Older People (Councillor Christine Scouler) Director of Adult Services - Caroline Taylor
Corporate Priority:	Protecting vulnerable children and adults
Key Opportunities:	This is the draft Strategic Agreement between Torbay and Southern Devon Health and Care NHS Trust and Torbay Council. It outlines the key performance expectations for the delivery of adult social care by Torbay and Southern Devon Health and Care NHS Trust assuming a specific level of funding for the forthcoming financial year.
Key Risks:	The funding cuts facing the Council over the next three years together with the outcome of the comprehensive spending review.
Type of Decision:	Policy Framework Plan Council
Decision Maker:	Council
Intended Decision Date:	Thursday, 27 Feb 2014

If you want to make representations contact:

Caroline Taylor, telephone (01803) 207116, email caroline.taylor@torbay.gov.uk, address Torbay Council, Town Hall, Castle Circus, Torquay, TQ1 3DR.

Torbay Hospital and Torbay Council Partnership - Parking and Security

Proposal and Business Case for Torbay Council and South Devon Healthcare Trust to enter in to a formal partnership arrangement to deliver the master plan solution, design, build and operation of the site traffic access, roadways, and car parking facilities. To jointly operate car parking, enforcement, associated security and CCTV operation for the Torbay Hospital site.

Wards affected:	All Wards
Consultees:	Torbay Hospital stakeholders and staff
Means of Consultation:	Consultation process will commence once an 'in principle' decision by Torbay Council and the South Care Health Care Trust Board is approved.
Documents to be considered:	There are currently no documents published. All documents will normally be published at least five clear working days before the meeting. Where documents are not available five clear working days before the meeting, the documents will be published at the same time as they are made available to the decision maker.
Responsible Executive Lead and Officer:	Executive Lead for Safer Communities, Parking and Sport (Councillor Robert Excell) Commissioner of Place and Environment – Charles Uzzell Executive Head of Residents and Visitor Services - Sue Cheriton
Corporate Priority:	Value for money
Key Opportunities:	To enable the public agencies working through a joint arrangement to bring together expertise and share operational teams to deliver the service maximising benefit to the public purse.
Key Risks:	Potential risks include: No capital financing available to fund the development Failure to deliver the project due to other factors around the infrastructure plans for the Torbay Hospital site Public reaction to joint proposal
Type of Decision:	Key Decision Council
Decision Maker:	Council
Intended Decision Date:	Thursday, 6 Feb 2014

If you want to make representations contact:

Sue Cheriton, Residents and Visitor Services, LG Floor, Town Hall, Castle Circus, Torquay, TQ1 3DR, telephone 01803 207972, email sue.cheriton@torbay.gov.uk

Western Corridor Improvement & Great Parks Phase 2 Entrance – Acquisition of Land Through Compulsory Purchase Orders

The South West Local Enterprise Partnership has awarded an outline £7.3 million funding for a major improvement scheme to the Western Corridor, Paignton to increase junction capacity, reduce congestion and allow for future traffic growth for this major route. The improvement has approval of Full Council as it forms part of the current Local Transport Plan.

The funding allocation requires the scheme to commence by April 2015. Private land will need to be acquired from several properties immediately adjacent to the scheme to allow road widening and final completion of the scheme.

In the first instance the acquisition of such land will be progressed by negotiation with the property owners, however if such negotiation does not result in the successful acquisition of land then the Council will need to consider acquisition by Compulsory Purchase Procedures.

The approval of the Council is therefore sought to progress Compulsory Purchase Orders on any areas of land required for the improvement where negotiation with the owners has failed in order to meet the timescale for delivery of the scheme.

Wards affected:	Blatchcombe
Consultees:	Local Residents, Ward Members, Ward Partnerships, Transportation Working Party.
Means of Consultation:	Letters to residents, display of plans, discussions with affected properties to negotiate land purchase.
Documents to be considered:	There are currently no documents published. All documents will normally be published at least five clear working days before the meeting. Where documents are not available five clear working days before the meeting, the documents will be published at the same time as they are made available to the decision maker.
Responsible Executive Lead and Officer:	Executive Lead for Highways, Transport and Environment (Councillor Ray Hill) Executive Head of Residents and Visitor Services – Sue Cheriton
Corporate Priority:	Boosting local employment
Key Opportunities:	Reduction in congestion and more reliable journey times. Improved access to employment land.

Key Risks:	The delivery of the Western Corridor and Great Parks phase 2 scheme is subject to the successful acquisition of several areas of private land. Failure to acquire this land would mean that the required scheme cannot be delivered in its entirety.
Type of Decision:	Key Decisions Mayor
Decision Maker:	Council
Intended Decision Date:	Thursday, 6 Feb 2014
If you want to make representations contact:	Patrick Carney, Telephone: (01803) 207710, Fax: (01803) 207639, Email: Patrick.Carney@torbay.gov.uk