

Dear Members

**Economic Development and Planning Scrutiny Committee**

A meeting of the Economic Development and Planning Scrutiny Committee will be held in the **Craddock Room, Civic Centre, Riverside Stafford** on **Thursday 18 December 2025 at 6.30pm** to deal with the business as set out on the agenda.

Please note that this meeting will be recorded.

Members are reminded that contact officers are shown at the top of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.



Head of Law and Governance

# ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE

18 DECEMBER 2025

Chair - Councillor F Beatty

## AGENDA

- 1 Minutes of 1 October 2025 as previously published on the Council's website.
- 2 Apologies
- 3 Public Question Time - Nil
- 4 Councillor Session - Nil
- 5 Members' Items - Nil
- 6 Called In Items - Nil

## Page Nos

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HEAD OF ECONOMIC DEVELOPMENT AND PLANNING
  - ITEM NO 7(b) **Stafford Town Centre Masterplan (Presentation)** -  
ECONOMIC GROWTH AND REGENERATION MANAGER
  - ITEM NO 7(c) **Q2 Performance Report** 15 - 23  
HEAD OF ECONOMIC DEVELOPMENT AND PLANNING
  - ITEM NO 7(d) **Evening and Night Time Economy** -  
CHAIR
  - ITEM NO 7(e) **Work Programme** 24 - 28  
HEAD OF ECONOMIC DEVELOPMENT AND PLANNING

## Membership

Chair - Councillor F Beatty

F Beatty	A M Loughran
B M Cross	B McKeown
P C Edgeller	D M McNaughton
F D J James	J S Powell
P W Jones	D P Rouxel

## Agenda Item 7(a)

# Stafford Borough Infrastructure Funding Statement 2024 / 2025

<b>Committee:</b>	Economic Development and Planning
<b>Date of Meeting:</b>	18 December 2025
<b>Report of:</b>	Head of Economic Development and Planning
<b>Portfolio:</b>	Economic Development and Planning Portfolio

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## 1 Purpose of Report

- 1.1 To inform Members about the publication of the Infrastructure Funding Statement 2024/2025 to be published in December 2025 (see **APPENDIX 1**). This report provides a summary of the financial contributions secured through section 106 agreements from new developments for off-site infrastructure works and affordable housing.

## 2 Recommendations

- 2.1 That the financial report to be noted.

### Reasons for Recommendations

- 2.2 There is a legal duty to produce an Infrastructure Funding Statement, to be published by December each year.

## 3 Key Issues

- 3.1 The Infrastructure Funding Statement (IFS) is an annual report which provides a summary of the developer contributions secured, received and used by Stafford Borough Council during each financial year.

## 4 Relationship to Corporate Priorities

- 4.1 The following vision and priorities from the Council's Corporate Plan 2025/26 to 2027/28 are considered relevant to this report:

## **Vision**

- “To be an effective Council that promotes a growing economy, strong, healthy communities and a sustainable environment.”

## **Priorities**

- “Prosperous Economy”
- “Communities and Wellbeing”
- “Climate Change, Nature Recovery and the Environment”
- “Effective Council”

## **5 Report Detail**

5.1 A summary of the data for the financial year 2024/25 (1 April 2024 to 31 March 2025) can be found below, with further details within the relevant sections of this report. During the financial year, a total of:

- 8 Section 106 agreements have been entered into, which have secured a total of £26,703.67 in financial contributions but no affordable housing units this year.
- £1,269,281.06 has been received in financial contributions and 199 affordable housing units have been completed.
- £815,888.58 has been allocated to projects.
- £741,136.85 has been spent on various infrastructure projects.

5.2 At the end of the financial year 2024/25, a total of £7,034,531.40 has been retained. Of this:

- £3,071,649.01 has been allocated to projects; and
- £3,962,882.39 is available to be allocated to a project(s).

## **6.1 Financial**

The report has been verified by the Finance Department.

## **6.2 Legal**

None

**6.3 Human Resources**

None

**6.4 Risk Management**

None

**6.5 Equalities and Diversity**

The Borough Council considers the effect of its actions on all sections and has addressed all of the following Equality Strands in the production of this report, as appropriate:-

Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

**6.6 Health**

None

**6.7 Climate Change**

None

**6 Appendices**

Appendix 1: (Stafford Borough Infrastructure Funding Statement 2024/2025)

**7 Previous Consideration**

None

**8 Background Papers**

Detail with the Strategic Planning and Placemaking team, within Economic Development and Planning.

**Contact Officer:** Alex Yendole

**Telephone Number:** 07800 619530

**Ward Interest:** Nil

**Report Track:** Economic Development and Planning Scrutiny 18  
December 2025 (Only)

**Key Decision:** N/A

## **Appendix 1**

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# **Stafford Borough Infrastructure Funding Statement 2024/25 - Title page**

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## 1 Introduction

The Infrastructure Funding Statement (IFS) is an annual report which provides a summary of the developer contributions secured, received and used by Stafford Borough Council during each financial year.

Stafford Borough Council currently seek developer contributions through Section 106 (S106) agreements, also known as planning obligations. A S106 agreement is a legally binding agreement made between the developer and the Council which requires the developer to meet obligations to mitigate the impacts of the development proposed. A S106 agreement can include multiple obligations of different types, including:

- Financial obligations, requiring the developer to pay a financial contribution which must be used for defined purposes, such as open space or sports facilities. These are often to be spent off-site and required to be spent within proximity of the development.
- Non-financial contributions, such as undertaking certain works. For example, the provision of open space or affordable housing. These are often delivered on-site, although can be provided off-site.

The information included in the IFS will be updated annually and published on the Council's website. This will ensure that the most up to date information is readily available to the public and other interested parties, in line with Schedule 2 of The Community Infrastructure Levy (Amendment) (England) (No 2) Regulations 2019.

Staffordshire County Council is also responsible for the provision of infrastructure and collects planning obligations from development within Stafford Borough for education and highway provisions. Details on education and highway provisions are therefore not contained within this report, and are detailed within Staffordshire County Council's IFS which can be [found here](#).

## Summary

A summary of the data for the financial year 2024/25 (1 April 2024 to 31 March 2025) can be found below, with further details within the relevant sections of this report. During the financial year, a total of:

- 8 Section 106 agreements have been entered into, which have secured a total of £26,703.67 in financial contributions but no affordable housing units this year.
- £1,269,281.06 has been received in financial contributions and 199 affordable housing units have been completed.
- £815,888.58 has been allocated to projects.
- £741,136.85 has been spent on various infrastructure projects.

At the end of the financial year 2024/25, a total of £7,034,531.40 has been retained. Of this:

- £3,071,649.01 has been allocated to projects; and
- £3,962,882.39 is available to be allocated to a project(s).

## 2 Section 106 agreements secured in 2024/25

During the financial year 2024/25, 8 Section 106 agreements have been secured between Stafford Borough Council and developers. These contributions will be paid by the developer either once development has commenced on site, or once a specified payment trigger point has been delivered. In total, these contributions amount to £26,703.67 of financial contributions (without indexation), and no affordable housing units.

## 3 Section 106 contributions received in 2024/25

The total amount of money received from Section 106 contributions during the financial year 2024/25 was £1,269,281.06. This money can be spent on projects to deliver infrastructure within Stafford Borough. A S106 agreement will stipulate where this money can be spent and usually needs to be spent within proximity to the development. In addition to the financial contributions received, a number of non-financial contributions have also been received, including the completion of 199 affordable housing units.

## 4 Section 106 allocations in 2024/25

The total amount of Section 106 contributions allocated during the financial year 2024/25 was £815,888.58. This includes money received from Section 106 financial contributions in the financial year 2024/25, as well as contributions received from previous financial years. Allocated S106 financial contributions is money which has been assigned to be spent on a project and has not yet been spent on the project.

Table 1 - S106 financial contributions allocated to projects during 2024/25

Project title	Amount allocated	Summary details
Beech Road Play Area, Eccleshall	£90,277.34	The provision and enhancement of the Beech Road Play Area in Eccleshall.
Commuted Sums	£85,080.19	These contributions are typically used to maintain the off-site open space within the borough and is used to a specific location as part of the off-site open space contribution.
Jubilee Fields	£325,776.36	The provision and enhancement of the Jubilee Fields Play Area within the Haywoods.

King Edward High School	£48,872.53	In conjunction with Stafford Hockey Club and England Hockey. A new hockey pitch at the school is under construction. It will be used by the school children, hockey club and community.
Rowley Park Play Facilities	£265,882.16	The provision and enhancement of Rowley Park Play Facilities in Stafford.

## 5 Section 106 expenditure in 2024/25

The total amount of Section 106 contributions spent during the financial year 2024/25 was £741,136.85. This includes money received from Section 106 financial contributions in the financial year 2024/25, as well as contributions received from previous financial years.

Table 2 - S106 financial contribution spent on projects in 2024/25

Project title	Amount spent	Project Summary
Cannock Chase SAC Mitigation	£42,696.05	Cannock Chase SAC contributions are used to mitigate the impacts of developments on the Cannock Chase SAC.
Commuted Sums	£59,625.00	These contributions are typically used to maintain the off-site open space within the borough over several years, and is used to a specific location as part of the off-site open space contribution.
Jubilee Fields	£93,297.39	The provision and enhancement of the Jubilee Fields Play Area within the Haywoods.
Hixon Green Millennium Trust	£2,263.85	Hixon Green Millennium Trust (HGMT) have put together a project to encourage greater community cohesion by offering more frequent and more varied events within the local community. Provision has been made to offer people with disabilities easy access, including a sensory garden human sun dial, new wheelchair-friendly picnic tables, perimeter railings and gates, and a wooden timbered multi-purpose gazebo.

Meadow Road Play Park	£11,381.00	The provision of an inclusive roundabout which can be used by wheelchair users and parents with young children in push chairs.
Stone Hockey and Rugby Club	£400,000.00	Provision towards the merger between Stone Rugby Club and Stone Hockey Club including new club house, changing rooms and pitches.
Stone Leisure	£2,777.70	New leisure provision in Stone, including a new leisure centre and destination play area at Westbridge Park, and maintaining the undeveloped part of Westbridge Park as an open space.
Yelverton Park	£129,095.86	Refurbishment and enhancement measures to Yelverton Park in the Baswich area including new play facilities along with picnic benches, seating, and a new circular pathway around the park boundary.

## 6 Section 106 balance

The following section reviews the overall balance for Section 106 obligations received, spent, and allocated for Stafford Borough Council.

As of 31 March 2025, a total of £7,034,531.40 in Section 106 money received has been retained. Of this, £3,071,649.01 has been allocated to S106 infrastructure projects and will be spent on these projects in the future. Table 3 provides a summary of these project allocations. The remaining £3,962,882.39 is available to be allocated to a project (s). Individual Section 106 agreements identify these funds to be spent on particular types of contributions i.e. open space improvements, with Table 4 providing a summary of these funds.

Table 3 - Overall S106 financial contributions allocated to projects

Project title	Amount allocated	Project Summary
Beech Road Play Area, Eccleshall	£90,277.34	The provision and enhancement of the Beech Road Play Area in Eccleshall.

Commuted Sums	£1,274,794.97	These contributions are typically used to maintain the off-site open space within the borough over several years and is used to a specific location as part of the off-site open space contribution.
Deposits	£16,056.50	Deposits received for the provision of on-site open space.
Eccleshall Road Cemetery	£13,065.50	Biodiversity enhancements to the land at Eccleshall Road Cemetery for wildlife and habitats.
Future High Street Fund	£1,000,000.00	The delivery and progress of renovations to Stafford Market Square.
Jubilee Fields	£325,776.36	The provision and enhancement of the Jubilee Fields Play Area within the Haywoods.
King Edward High School	£48,872.53	In conjunction with Stafford Hockey Club and England Hockey. A new hockey pitch at the school is under construction. It will be used by the school children, hockey club and community.
Rowley Park Play Facilities	£265,882.16	The provision and enhancement of Rowley Park Play Facilities in Stafford.
Stone Leisure Facilities	£20,123.65	New leisure provision in Stone, including a new leisure centre and destination play area at Westbridge Park, and maintaining the undeveloped part of Westbridge Park as an open space.
Yarnfield Drainage Works	£16,800.00	

**Table 4 - Available S106 money for project allocation by funding type**

Type of S106 funding	Available amount for project allocation
Affordable Housing	£158,344.44
Allotments	£190.45
Biodiversity	£31,682.39
Off-site Open Space	£1,556,890.24
Sports 3G Pitches	£55,971.64
Sports AT Pitches	£33,202.68
Sports Other/Unspecified	£1,186.51
Sports Court/Hall	£1,026,279.37
Sports Swimming Pool	£1,099,134.67

## 7 Conclusion

Stafford Borough Council is committed to working with the local community and other stakeholders to ensure that planning contributions are used in a fair and transparent way to maximise the benefits and opportunities arising from development, such as new affordable homes, community infrastructure, jobs and environmental improvements.





We have identified a need to improve the planning and delivery of Section 106 income and expenditure to respond to the levels of funding received. Steps are being undertaken to address these issues. Any changes to how the Council manage the Section 106 process will be considered, including any changes resulting from the Government's consultations on planning reforms, once detailed policy and associated guidance has been released.

## Economic Development Scrutiny Committee

### Priority Delivery Plan for 2025-26

#### Priority 1 - Prosperous Economy

##### Summary of Progress as at end of Quarter 2

				N/A	Total Number of Projects
Action completed	Work on target	Work < 3 months behind schedule	Work > 3 months behind schedule	Action not yet due	
4		2		13	19

##### Summary of Successes as at Quarter 2




Pre-application service being offered by the Development Management service.

##### Summary of Slippage as at Quarter 2

Delay in setting up the Stafford Station Gateway governance, due to delay in completing the acquisition of third party land by SBC.

Priority 1 - Prosperous Economy

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
<b>Delivery of regeneration schemes</b>	<b>Stafford Town Centre Transformation</b>						
	<ul style="list-style-type: none"> <li>Complete work on Station Approach project</li> </ul>	X				Work on site completed in May 2025. Initial feedback on the improvements has been positive.	★
	<ul style="list-style-type: none"> <li>Complete demolition works to Guildhall shopping centre and former Co-operative department store</li> </ul>			X			
	<ul style="list-style-type: none"> <li>Agree preferred development delivery option for cleared development sites</li> </ul>			X			
	<ul style="list-style-type: none"> <li>Develop wider masterplan/development framework for Stafford town centre</li> </ul>				X		
	<b>Stafford Station Gateway</b>						
	<ul style="list-style-type: none"> <li>Commence stakeholder engagement on delivery of the strategic vision for the site</li> </ul>		X			Board meeting diarised for November which will inform the remit of the wider governance structure groups, including stakeholder engagement. Delayed as SBC role is determined by land ownership	▲





Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
	<ul style="list-style-type: none"> <li>Complete land acquisition</li> </ul>		X			Legal process initiated following Cabinet approval, timescales of acquisition are not wholly in SBC control	
	<ul style="list-style-type: none"> <li>Delivery of Levelling Up Funded activities</li> </ul>				X		
<b>Economic Growth Strategy</b>	<ul style="list-style-type: none"> <li>Review and re-draft Economic Growth Strategy for consultation</li> </ul>				X		
<b>Promotion of the Borough</b>	<ul style="list-style-type: none"> <li>Promote Stafford town centre development prospectus at UKREiiF 2025</li> </ul>	X				Investment Prospectus produced and launched at UKREiiF development event in Leeds, May 2025 with significant interest generated in the regeneration of Stafford town centre.	
<b>Pipeline of projects</b>	<ul style="list-style-type: none"> <li>Develop pipeline of future economic development and regeneration projects</li> </ul>				X		
	<ul style="list-style-type: none"> <li>Agree programme of projects for UKSPF for 2025/26</li> </ul>	X				The programme was agreed with the Leader in advance of submitting to Government in May 2025. Full details are being reported to Cabinet in July 2025.	
	<ul style="list-style-type: none"> <li>Complete delivery of UKSPF programme for 2025/6</li> </ul>				X		
	<ul style="list-style-type: none"> <li>Complete review of section 106 policy and allocations</li> </ul>				X		

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
	<ul style="list-style-type: none"> <li>Programme and Project Allocations for section 106 funding through evidence for Cannock Chase SAC and Leisure</li> </ul>				X		
<b>Delivery of planning services to enable economic growth</b>	<ul style="list-style-type: none"> <li>Publish revised Local Development Scheme</li> </ul>				X		
	<ul style="list-style-type: none"> <li>National Planning Policy Framework (NPPF) assessment and New Local Plan implications</li> </ul>			X			
	<ul style="list-style-type: none"> <li>Prepare New Local Plan and updated evidence base,</li> </ul>				X		
	<ul style="list-style-type: none"> <li>Implement improvement plan for Development Management</li> </ul>			X			
	<ul style="list-style-type: none"> <li>Full introduction of a chargeable pre-application service</li> </ul>		X			Pre-application service introduced.	★

## Priority Delivery Plan for 2025-26

### Priority 3 - extract re Climate Change for Economic Development Scrutiny

#### Summary of Progress as at end of Quarter 2

				N/A	Total Number of Projects
Action completed	Work on target	Work < 3 months behind schedule	Work > 3 months behind schedule	Action not yet due	
1				1	2





Summary of Successes as at Quarter 2
No actions due in Q2

Summary of Slippage as at Quarter 2
None


Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
<b>Local Plan with positive climate change policies</b>	Climate Change Adaptation and Mitigation study				X		
<b>Biodiversity in new developments</b>	Implementation of Biodiversity Net Gain in accordance with statutory requirements	X				A BNG guidance note has been produced and has been published on the Council's website.	★




## Summary of Key Performance Indicators (KPIs) - Quarter 2 2025/26

### KPIs for Priority 1 - Prosperous Economy

Symbol	Description	Qtr 1	Qtr 2	Qtr 3	Qtr 4	End of Year
	Performance exceeds target	1	2			
	Performance on target	1				
	Performance < 5% below target		1			
	Performance > 5% below target		1			
N/A	Reported Annually / Not Applicable	5	3			
	TOTAL	7	7			

## Priority 1 - Prosperous Economy

Indicator	Year End 24/25	Target 25/26	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Year End 25/26	Rating Symbol	Comments
<b>Regeneration</b>									
Employment rate	79.8%	80%						N/A	Annual figure released by ONS. % relates to working age population (16-64) economically active i.e. in work or training.
Town centre vacancy rate	N/A	N/A						N/A	Data not available; indicator to be reviewed.
Number of housing completions	612	749						N/A	Annual figure at year end (1 April 25 to 31 March 26)
<b>Planning Services</b>									
Major Planning Applications determined within time	93.3%	60%	60%	50%					2 decisions made this quarter, 1 of which was out of time.

Indicator	Year End 24/25	Target 25/26	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Year End 25/26	Rating Symbol	Comments
Non-major Planning Applications determined within time	85.3%	70%	78.6%	67.9%					DM improvement Plan focus on older applications this quarter some of which are out of time. Team carrying 2 vacancies - interim and permanent recruitment underway plus additional staff to assist performance.
Major Planning Applications overturned at appeals as percentage of no. applications determined	Forecast < 10%	< 10%	1.4%	2.3%					
Non-major Planning Applications overturned at appeals as percentage of no. applications determined	Forecast < 10%	< 10%	1.5%	1.1%					

**Agenda Item 7(e)**

## **Work Programme - Resources Scrutiny Committee**

**Committee:** Economic Development and Planning Scrutiny

**Date of Meeting:** 18 December 2025

**Report of:** Head of Law and Governance

**Portfolio:** Economic Development and Planning

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### **1 Purpose of Report**

- 1.1 The purpose of this report is to present the Economic Development and Planning Scrutiny Committee's Work Programme

### **2 Recommendation**

- 2.1 That the report be noted.

### **3 Key Issues**

- 3.1 The first stage in achieving a Member-led Overview and Scrutiny process is to develop a Work Programme for the Members of the Committee to own.
- 3.2 Accordingly, an up-to-date copy of the Economic Development and Planning Scrutiny Committee's Work Programme is provided for Members to consider or amend as appropriate.

### **4 Relationship to Corporate Priorities**

- 4.1 This report is most closely associated with the following Corporate Business Objective 1:-

To deliver sustainable economic and housing growth to provide income and jobs.

## 5 Report Detail

- 5.1 Members will recall that one of the fundamental philosophies behind the creation of Overview and Scrutiny is that the process should be Member-led and the first stage in achieving this is to develop a Work Programme that is:-
- Owned by all Members of the Scrutiny Committee
  - Flexible to allow the Committee to react to urgent items
  - Contain aspects of both Overview and Scrutiny
- 5.2 Therefore, at each scheduled meeting of the Economic Development and Planning Scrutiny Committee, an up-to-date copy of the Work Programme will be provided for Members to consider or amend as appropriate.
- 5.3 The Work Programme includes provision for the Committee to scrutinise appropriate items delivered through the Council's Service Delivery Plan up to twelve months in advance, whilst maintaining the flexibility to respond to any issues that may arise.
- 5.4 Accordingly, attached at **APPENDIX** is the Economic Development and Planning Scrutiny Committee's current Work Programme to consider or amend as appropriate.

## 6 Implications

### 6.1 Financial

None

### 6.2 Legal

None

### 6.3 Human Resources

None

### 6.4 Risk Management

None

### 6.5 Equalities and Diversity

The Borough Council considers the effect of its actions on all sections and has addressed all of the following Equality Strands in the production of this report, as appropriate:-

Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

**6.6 Health**

None

**6.7 Climate Change**

None

**7 Appendices**

Appendix: Work Programme

**8 Previous Consideration**

None

**9 Background Papers**

File available in Law and Governance

**Contact Officer:** Jackie Allen

**Telephone Number:** 01785 619552

**Ward Interest:** Nil

**Report Track:** Economic Development and Planning Scrutiny  
Committee - 18 December 2025 (Only)

**Key Decision:** N/A

## Appendix

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# Work Programme - Economic Development and Planning Scrutiny Committee

**Thursday 19 March 2026 at 6:30pm**

**Report Deadline**

**2 March 2026**

**Officer Reports:**

**Biodiversity Net Gain**

Head of Economic Development and Planning

**Historic Buildings, Conservation Areas, Listing Policies**

Head of Economic Development and Planning

**Rural Economy**

Head of Economic Development and Planning

**Enforcement Policy**

Head of Economic Development and Planning

**Local Plan Update**

Head of Economic Development and Planning

**Development Management Progress Review**

Head of Economic Development and Planning

**Draft Business Report**

Head of Economic Development and Planning

**Work Programme 2025/26**

Head of Law and Governance

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**Additional Meeting (joint with Resources Scrutiny Committee):**

**Tuesday 31 March 2026 at 6:30pm - S106 Update**

Further additional meeting to reduce size of agenda?

## **Future Items:**

Development Strategy / Investment Prospectus

NPPF Update - awaiting clarification from Central Government before an update can be provided to Members