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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 Suite, Civic Centre, Riverside, Stafford on Thursday 18 October 2018 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.

*A.R. Well*

Head of Law and Administration

**ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE -  
18 OCTOBER 2018**

**Chairman Councillor R P Cooke**

**A G E N D A**

1	Minutes of 16 August 2018 as published in Digest No 247 on Friday 5 October 2018.		
2	Apologies		
3	Public Question Time - Nil		
4	Councillor Session - Nil		
5	Members' Item - Nil		
6	Called In Items - Nil		
7	Officers' Reports		<b>Page Nos</b>
	ITEM NO 7(a) <b>Planning Portfolio - Final Accounts 2017/2018</b>	3	- 7
			HEAD OF FINANCE
	ITEM NO 7(b) <b>Performance Reporting 2018-21</b>	8	- 21
			CORPORATE BUSINESS AND PARTNERSHIPS MANAGER
	ITEM NO 7(c) <b>Work Programme - Economic Development and Planning Scrutiny Committee</b>	22	- 25
			HEAD OF LAW AND ADMINISTRATION

**Membership**

**Chairman Councillor R P Cooke**

L B Bakker-Collier	M E Jennings
C A Baron	W J Kemp
J A Barron	J K Price
R P Cooke	R M Sutherland
B M Cross	C V Trowbridge

**Cabinet Members:-**

**Councillor F Beatty - Economic Development and Planning  
Councillor J M Pert - Community**

ITEM NO 7(a)

ITEM NO 7(a)

<b>Report of:</b>	<b>Head of Finance</b>
<b>Contact Officer:</b>	<b>Emma Fullagar</b>
<b>Telephone No:</b>	<b>01543 464720</b>
<b>Ward Interest:</b>	<b>Nil</b>
<b>Report Track:</b>	<b>Economic Development and Planning 18/10/18 (Only)</b>

**ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE**

**18 OCTOBER 2018**

**Planning Portfolio - Final Accounts 2017/2018**

**1 Purpose of Report**

- 1.1 This report sets out the Final Accounts position for the Planning Portfolio for the financial year ended 31 March 2018.

**2 Recommendation**

- 2.1 That the Final Accounts position for the year ended 31 March 2018 be noted.

**3 Key Issues and Reasons for Recommendation**

- 3.1 The revenue outturn for 2017/2018 shows net income of £416,391 which represents a favourable variance of £209,451 as compared to the annual budget ( net income) of £206,940.
- 3.2 The favourable variance on the budget primarily relates to Land Charges additional search fees (£0.082 million), Parking reduced enforcement and lower operating costs (£0.072 million) and Markets reduced running costs and additional income (£0.047 million).
- 3.3 The capital outturn for 2017/2018 amounted to £344,524 and is £86,066 less than the budget of £430,590.
- 3.4 The variation for the Capital Budget primarily relates to Land at Fairway (£0.059 million) and CIL / Land Charges (£0.020 million) schemes being rephased.

<b>4 Relationship to Corporate Priorities</b>
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4.1 None.

<b>5 Report Detail</b>
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5.1 The paper attached as an **APPENDIX 1** provides an analysis of the Planning Portfolio's revenue outturn position for 2017/2018.

5.2 The paper attached as **APPENDIX 2** provides an analysis of the Planning Portfolio's capital outturn position for 2017/2018.

<b>6 Implications</b>
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6.1 <b>Financial</b>	<p>The majority of variances identified in the final accounts for 2017/2018 were identified early in the year and are therefore reflected in the current year's budget (2018/2019). In addition further variations that have arisen during the year will be reflected, where appropriate, in preparation of the financial plan 2019/2020 – 2022/2023 which will form the basis for the preparation of the detailed base budget for 2019/2020 this autumn.</p> <p>The variation for the Capital Budget primarily relates to the rephasing of schemes as set out in paragraph 3.4.</p>
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<b>Legal</b>	Nil
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<b>Human Resources</b>	Nil
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<b>Human Rights Act</b>	Nil
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<b>Data Protection</b>	Nil
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<b>Risk Management</b>	Nil
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6.2 <b>Community Impact Assessment Recommendations</b>	<p>The Borough Council considers the effect of its actions on all sections of our community and has addressed all of the following Equality Strands in the production of this report, as appropriate:-</p> <p>Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.</p>
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<b>Previous Consideration</b> - Cabinet - 2 August 2018 - Minute No CAB14/18
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<b>Background Papers</b> - File available in Financial Services
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## PLANNING AND REGENERATION PORTFOLIO

## Final Accounts 2017-2018

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments > £5,000 and 10%
	£	£	£	£	%	
<b>Management and Support</b>						
Expenditure	457,690	463,080	442,798	(20,282)	(4.4%)	
Income	(24,140)	(33,140)	(44,228)	(11,088)	33.5%	Additional street naming income
<b>Net</b>	<b>433,550</b>	<b>429,940</b>	<b>398,570</b>	<b>(31,370)</b>		
<b>Building Control</b>						
Expenditure	124,260	124,260	122,325	(1,935)	(1.6%)	
<b>Net</b>	<b>124,260</b>	<b>124,260</b>	<b>122,325</b>	<b>(1,935)</b>		
<b>Development Management</b>						
Expenditure	716,400	716,400	929,125	212,725	29.7%	Contribution of additional planning fee income to equalisation reserve £220k
Income	(658,310)	(697,310)	(923,596)	(226,286)	32.5%	Additional planning fee income
<b>Net</b>	<b>58,090</b>	<b>19,090</b>	<b>5,529</b>	<b>(13,561)</b>		
<b>Forward Planning</b>						
Expenditure	551,890	400,400	394,516	(5,884)	(1.5%)	
Income	(265,060)	(139,560)	(139,829)	(269)	0.2%	
<b>Net</b>	<b>286,830</b>	<b>260,840</b>	<b>254,687</b>	<b>(6,153)</b>		
<b>Land Charges - Local Searches</b>						
Expenditure	77,500	106,500	103,511	(2,989)	(2.8%)	
Income	(91,320)	(192,320)	(274,723)	(82,403)	42.8%	Additional search fee income
<b>Net</b>	<b>(13,820)</b>	<b>(85,820)</b>	<b>(171,212)</b>	<b>(85,392)</b>		
<b>Off Street Parking Services</b>						
Expenditure	1,515,070	1,490,370	1,418,276	(72,094)	(4.8%)	
Income	(2,478,420)	(2,678,720)	(2,616,856)	61,864	(2.3%)	
<b>Net</b>	<b>(963,350)</b>	<b>(1,188,350)</b>	<b>(1,198,580)</b>	<b>(10,230)</b>		

## PLANNING AND REGENERATION PORTFOLIO

## Final Accounts 2017-2018

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments > £5,000 and 10%
	£	£	£	£	%	
<b>Land &amp; Properties</b>						
Expenditure	41,670	57,670	49,994	(7,676)	(13.3%)	General underspends
Income	(27,860)	(52,860)	(52,509)	351	(0.7%)	
<b>Net</b>	<b>13,810</b>	<b>4,810</b>	<b>(2,516)</b>	<b>(7,326)</b>		
<b>Economic Development</b>						
Expenditure	260,590	267,890	243,465	(24,425)	(9.1%)	Rephased project spend £17k
Income	(30,810)	(38,110)	(19,264)	18,846	(49.5%)	
<b>Net</b>	<b>229,780</b>	<b>229,780</b>	<b>224,201</b>	<b>(5,579)</b>		
<b>Borough Markets</b>						
Expenditure	327,510	331,010	295,847	(35,163)	(10.6%)	Reduced operational costs
Income	(320,000)	(332,500)	(345,243)	(12,743)	3.8%	
<b>Net</b>	<b>7,510</b>	<b>(1,490)</b>	<b>(49,396)</b>	<b>(47,906)</b>		
<b>Portfolio Total</b>	<b>176,660</b>	<b>(206,940)</b>	<b>(416,391)</b>	<b>(209,451)</b>		

## PLANNING &amp; REGENERATION CAPITAL PORTFOLIO

## Final Accounts 2017-2018

	Budget	Total Spend	Variance from Budget	Comments
	£	£	£	
STAFFORD TOWN CENTRE ENHANCEMENTS	20,240	18,050	-2,190	
SOLAR PANEL FARM	4,750	0	-4,750	Residual budget retained for costs arising from redevelopment of site
CIL/LANDCHARGES SYSTEM	19,750	0	-19,750	Software installed but not fully implemented
DOXEY ROAD LAND	115,000	115,000	0	
LAND AT FAIRWAY	270,850	211,473	-59,377	Conversion works in progress, to be completed in 18-19
<b>Portfolio Total</b>	<b>430,590</b>	<b>344,524</b>	<b>-86,066</b>	

**ITEM NO 7(b)****ITEM NO 7(b)**

<b>Report of:</b>	<b>Corporate Business and Partnership Manager</b>
<b>Contact Officer:</b>	<b>Tracy Redpath</b>
<b>Telephone No:</b>	<b>01785 619195</b>
<b>Ward Interest:</b>	<b>Nil</b>
<b>Report Track:</b>	<b>Econ Dev Plg 18/10/18 Resources 20/9/18 Community Wellbeing 04/09/18 Cabinet 04/10/18</b>

**ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE**  
**18 OCTOBER 2018**  
**Performance Reporting 2018-21**

The following report was considered by Cabinet on 4 October 2018 plus all Scrutiny Committees and is submitted to this Committee for information.

**1 Purpose of Report**

- 1.1 To provide an update to members regarding performance reporting for 2018 - 2021.

**2 Proposal of Cabinet**

- 2.1 That the information is noted.

**3 Key Issues and Reasons for Recommendation**

- 3.1 The Council's corporate business plan details three new business objectives in respect of:
- Economic Development and Planning
  - Community Wellbeing
  - Financial Sustainability and Resilience
- 3.2 The performance reporting arrangements have been reviewed and revised to support the new business plan and to provide the opportunity for the scrutiny process to be more effective and robust. The clearer design of the information is in response to feedback from members and should provide clarity in terms of determining what progress has been made against the business objectives.



#### 4 Relationship to Business Objectives

4.1 Performance reporting interlinks with all corporate business objectives.

#### 5 Report Detail

5.1 The corporate business plan is the main strategic plan of the authority. It sets the direction over the next three years and outlines the main business objectives and areas of focus.

5.2 The plan is a high level plan that enables the authority to define its success, in terms of the delivery of outcomes, and prioritises those activities that will help to achieve those outcomes. It provides a focus to all of our staff so that they know and aware of what they should be working on and what to prioritise.

5.3 As part of the business planning process it has been necessary to review and revise the performance reporting arrangements to ensure that they are fit for purpose. The performance update report has been simplified and now encompasses three distinct elements which are:

- Performance at a glance - **APPENDIX 1**
- Narrative update against business objectives - **APPENDIX 2**
- Improvement report - **APPENDIX 3**

The improvement report will be able to provide members with some reassurance that issues of performance are being addressed and the actions that are being taken to improve the situation.

5.4 The new performance reporting arrangements are being implemented for quarter one and will run for the full 12 months, after which a short review will take place with all scrutiny committees.

5.5 The financial monitoring report is attached as **APPENDIX 4**.

#### 6 Implications

6.1	<b>Financial</b>	There are no financial implications associated with this report
	<b>Legal</b>	Not applicable
	<b>Human Resources</b>	Not applicable
	<b>Human Rights Act</b>	Not applicable
	<b>Data Protection</b>	Not applicable
	<b>Risk Management</b>	Not applicable

<b>6.2 Community Impact Assessment Recommendations</b>	The Borough Council considers the effect of its actions on all sections of our community 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.
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**Previous Consideration** - None

**Background Papers** - Corporate Business and Partnerships

**Performance at a Glance**

No	Indicator	Responsible Officer	Is good high or low?	Q1 Actual	Q1 Target	Q1 Performance	Year end forecast	Year end target	Direction of Travel
LI 3	Section 106 agreements completed prior to determination deadline	Michelle Smith	H	100	100	☹️	100%	100%	☹️
LI 8	% of additional visits to Stafford town centre measured on footfall counters	Robert Gatensbury	H	40	10	😊	15	10	😊
LI 9	Stafford Retail premises occupancy rates %	Robert Gatensbury	H	82.50	85.60	☹️	84	85.6	☹️
LI 10	Stone Retail premises occupancy rates %	Robert Gatensbury	H	93.20	92	☹️	94	92	☹️
LI 11	Number of new businesses located in Stafford	Robert Gatensbury	H	3	2	☹️	10	10	☹️
LI 13	Number of new businesses in Stone and rural areas	Robert Gatensbury	H	2	1	☹️	6	5	☹️
LI 15	Number of new developments in accordance with the adopted Design Supplementary Planning Document (SPD)	Michelle Smith	H	12	12	☹️	100%	100%	☹️

No	Indicator	Responsible Officer	Is good high or low?	Q1 Actual	Q1 Target	Q1 Performance	Year end forecast	Year end target	Direction of Travel
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**End of year 2017-18 performance reports for LI1 and LI2**

LI 1	Number of houses built per year	Alex Yendole	H	863	600	☺	600	600	☺
LI2	Number of affordable houses built per year	Alex Yendole	H	219	210	☹	210	210	☺

**Performance direction of travel - Key**

Exceptional



On Track
















Below what it should be



## Narrative Updates

Ref	Key Deliverable	RO	End Date	Q1 Performance status	Commentary/Action
1.1.1	Complete five year land supply statement in order to direct investment in housing June 2018 then annually	Amanda Holland	July 2018	☹️	5 year land supply document now in place.
1.1.2	Complete housing and economic evidence base to inform Local Plan policy by July 2019	Alex Yendole	October 2018	☹️	Tender brief agreed for the Economic and Housing Development Needs Assessment to launch evidence based work in July 2018. Local implications of Draft National Planning Policy Framework considered.
1.1.3	Improve and maintain performance of planning and local economy teams from April 2018 for 3 years	Michelle Smith	October 2018	☹️	Performance is published based on a rolling 2 year snapshot. As at 30/06/18 performance is as follows:  80.5% of Major Applications processed on time 90.5 of Non-major Applications processed on time
1.1.4	Unlock sites for housing development to commence April 2018 for 3 years	Amanda Holland	March 2021	☹️	A number of sites are under-review for self-build with further work to undertake.
1.1.5	Production of a built sports facilities strategy in line with the local plan review	Alex Yendole	March 2021	☹️	The work to complete Sport Facilities and Playing Pitch Strategy evidence base has begun and an inception meeting was held in June 2018.
1.2.1	Develop a new economic growth strategy and action plan	Robert Gatensbury	October 2018	☹️	Initial work to draft the Strategy is being undertaken.
1.2.2	Delivery of Stafford Station Gateway	Robert Gatensbury	December 2019	☹️	SCC completed the purchase of the Northern Gateway site (former St Gobain land) to enable Stafford Western Access route as well as commercial and residential redevelopment. Discussions have taken place with landowners in the Gateway which will help to deliver the vision for the redevelopment of the area
1.2.3	Support the development of key projects proposed as part of the HS2 investment	Michelle Smith	Post March 2021	☹️	The Council is working in partnership with the County Council to progress the Station Gateway Masterplan with work currently focussing on the delivery of the southern area of the site.
1.2.4	Provide support for Stafford Western Access Route from April 2018 for duration of the plan	Robert Gatensbury	March 2021	☹️	A public inquiry for the acquisition of land to deliver the Stafford Western Access Route took place between 25th and 27th June.
1.3.1	Develop a Visitor Economy Strategy and Action Plan	Robert Gatensbury	January 2019	☹️	A project brief and funding bid has been prepared for further consideration

Ref	Key Deliverable	RO	End Date	Q1 Performance status	Commentary/Action
1.3.2	Support the delivery of annual Ironman event between 2018-2020	Tara Hollingsworth	June 2018		The event was successfully delivered on 10th June with teamwork from various Council departments. Recorded footfall was 19,541. Increased sales was reported by retailers and an extra 300 cars used the Waterfront Car Park.
1.4.1	Deliver the Town Centre development programme	Robert Gatensbury	February 2019		Preparatory work to provide the Eastgate Masterplan has been undertaken. Information Boards in the town centres of Stafford and Stone have been refurbished. Stafford Town Centre Partnership are undertaking a members survey on future priorities which will feed into a new vision and business plan.
1.4.2	Enhance parking offer in Stafford and Stone	Michelle Smith	April 2019		A new Parking Strategy will be drafted for consultation once the Economic Growth Strategy is in place.
1.4.3	Monitoring provision and management of high profile events run by Freedom Leisure as part of the Leisure and Cultural Partnership project for example the Stafford Half Marathon and the Christmas Lights	Mark Thornewill	March 2021		The Half Marathon and Stafford Fun Run was rearranged from March to April due to snow. Despite the postponement the Half Marathon still attracted 2304 participants and the Fun Run 811.
1.4.4	Maximise the opportunities of the restored Victoria Park for events in the Town Centre	Mark Thornewill			Reported activity against this business objective will commence when restoration has been completed.
1.4.5	Promote and maximise the use of Stafford and Stone Town Centres by utilising market demonstration areas and consent streets	Robert Simpson	March 2021		A successful Cheese and Ale Festival ran in Stafford town centre during June. The annual Ironman event was a high success for the town and the farmers markets continue to be run in Stone attracting a huge amount of visitors.
1.4.6	Ensure that Town Centres are clean, tidy and attractive	Phil Bates	March 2021		<p>346 inspections were carried out in the period with the following results:</p> <ul style="list-style-type: none"> <li>Streets Cleansing achieving 96% Grade B or better</li> <li>Grounds Maintenance achieving 90% Grade B or better</li> </ul> <p>Survey was carried out by the Customer Contact Centre with residents who called in specifically for Streetscene related issues.</p> <p>Response from 185 residents was 98% positive in the range of 'satisfactory to excellent' regarding the cleanliness of the town centres.</p>

Ref	Key Deliverable	RO	End Date	Q1 Performance status	Commentary/Action
1.4.7	Provision of new, accessible and safe taxi ranks	Robert Simpson	March 2021		The final construction plans for the refurbished taxi rank on Waterfront Way adjacent to the new cinema have been submitted and agreed. The work on the rank is due to be completed before the end of July 2018, in advance of the new cinema opening. A new CCTV camera has also been provided as part of a planning condition for the development.
1.5.1	Working with the Staffordshire Growth Hub, Make It Stoke on Trent, Staffordshire Investment Agency and Stafford Enterprise to support businesses to grow	Robert Gatensbury	March 2021		20 businesses have been provided with support with regard to inward investment and expansion, funding inquiries and business support. 47 inward investment inquiries were received using the online "Tractivity" search facility on the Council website in the quarter.
1.6.1	Embed high quality design into Planning Policy to ensure that Stafford is an attractive place that people want to live in, promoting healthy lifestyles and supporting future investment	Alex Yendole	December 2021		In April 2018 the Design Supplementary Planning Document (SPD) was adopted and published. A Scoping the Issues Report has been produced, including a section on high quality design, for consultation in Summer 2018.
1.7.1	Revise and refresh the Local Plan	Alex Yendole	December 2021		First stage of Issues & Options: Scoping and Issues Report and Settlement Assessment methodology, including profiles, agreed for consultation in Summer 2018. Initial work progressing on strategic infrastructure assessment for Local Plan including New Settlement. Local implications of Draft National Planning Policy Framework assessed.
1.7.2	Develop and implement new Open Space Strategy	Michelle Smith	November 2021		This work complements the progression of the new Local Plan. Completion is currently scheduled for November 2018.
1.8.1	Deliver agreed programme of development	Michelle Smith	December 2019		An inception meeting has taken place for the delivery of an integrated Sport and Playing Pitch Strategy . A consultation exercise is running until 6 August on the concept designs for the Charnley Road play area. First stage consultation on the Holmcroft play facilities (to determine local priorities) closed at the end of June.
1.8.2	Creation of a new leisure centre at Westbridge Park and formulate plans for the development of a high quality park including play provision	Mark Thornewill	December 2018		Construction of the new leisure centre continues in line with programme. Initial consultation for play park provision completed.

**Performance direction of travel - Key**

Exceptional



On Track



Below what it should be



### Improvement Report

No	Measure Detail	RO	Quarterly Target Status	Forecast year end status	Context for current performance	Improvement Actions Taken	Intervention/Review



**ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE**  
**18 OCTOBER 2018**  
**Performance Information**

**GENERAL FUND - BUDGET MONITORING TO 30 JUNE 2018**

The Council agreed a Net Spending Budget for 2018/19 of £14.770 million in February 2018 when the Council Tax was set for the year of this figure the net Revenue Budget covered by this committee is £177,000. The profiled budget to the end of June 2018 is £66,000. The monitoring position for the first three months of 2018/19 is illustrated in the following table:

Portfolio	Original Budget 2018/19	Approved Budget 2018/19	Profiled Budget to 30 June	Actual Spend to 30 June	Variance from profiled budget	Forecast Outturn
	£000	£000	£000	£000	£000	£000
Planning & Regeneration	177	177	66	40	(26)	152

The key issues identified in the June monitoring are set out below:-

There is a favourable variance of approximately £26,000 on this portfolio. This is primarily due to:-

- Staffing variations (£4,000)
- Reduced car allowances (£3,000)
- Supplies and services general underspends (£10,000)
- Additional income Land Charges (£10,000)

Offset by

- Lower income markets £6,000

### **Forecast Outturn 2018/2019**

The forecast outturn provides an indication of what we expect the final outturn to be by the end of the financial year. We currently anticipate that net spending will be £25,000 lower than expected, primarily as a result of staffing variations and higher income than anticipated.

### **Detailed monitoring**

**ANNEX 1** sets out the revenue budget monitoring position to the 30 June 2018 including explanations for individual variances that meet the monitoring criteria. It includes an analysis of services in the portfolio. In addition capital monitoring information to the 30 June 2018 on the capital schemes is reported at **ANNEX 2**.

## PERFORMANCE UPDATE - PLANNING AND REGENERATION PORTFOLIO

## Budget Monitoring 2018-2019 - Period 3 - June

	Latest Budget	Budget to Date	Total Spend to Date	Variance from Budget to Date		Forecast Outturn	Comments (variances > 10% and £5,000)
	£	£	£	£	%	£	
<b>Management and Support</b>							
Expenditure	483,320	122,893	117,441	(5,453)	(4.4%)	479,120	
Income	(25,540)	(9,505)	(9,645)	(140)	1.5%	(25,540)	
<b>Net</b>	<b>457,780</b>	<b>113,388</b>	<b>107,796</b>	<b>(5,593)</b>		<b>453,580</b>	
<b>Building Control</b>							
Expenditure	130,430	32,607	32,224	(383)	(1.2%)	130,430	
<b>Net</b>	<b>130,430</b>	<b>32,607</b>	<b>32,224</b>	<b>(383)</b>		<b>130,430</b>	
<b>Development Management</b>							
Expenditure	960,480	251,383	264,761	13,377	5.3%	960,480	
Income	(831,070)	(247,798)	(246,620)	1,178	(0.5%)	(831,070)	
<b>Net</b>	<b>129,410</b>	<b>3,586</b>	<b>18,141</b>	<b>14,555</b>		<b>129,410</b>	
<b>Forward Planning</b>							
Expenditure	514,330	105,574	99,484	(6,090)	(5.8%)	508,330	
Income	(206,390)	(30,000)	(30,000)	-	0.0%	(206,390)	
<b>Net</b>	<b>307,940</b>	<b>75,574</b>	<b>69,484</b>	<b>(6,090)</b>		<b>301,940</b>	
<b>Land Charges - Local Searches</b>							
Expenditure	122,320	86,020	87,349	1,329	1.5%	122,320	
Income	(134,020)	(33,505)	(43,579)	(10,074)	30.1%	(144,020)	Additional search fee income
<b>Net</b>	<b>(11,700)</b>	<b>52,515</b>	<b>43,770</b>	<b>(8,745)</b>		<b>(21,700)</b>	
<b>Off Street Parking Services</b>							
Expenditure	1,579,520	491,123	479,256	(11,866)	(2.4%)	1,574,520	
Income	(2,670,200)	(747,016)	(744,565)	2,451	(0.3%)	(2,667,700)	
<b>Net</b>	<b>(1,090,680)</b>	<b>(255,893)</b>	<b>(265,309)</b>	<b>(9,416)</b>		<b>(1,093,180)</b>	

## PERFORMANCE UPDATE - PLANNING AND REGENERATION PORTFOLIO

## Budget Monitoring 2018-2019 - Period 3 - June

	Latest Budget	Budget to Date	Total Spend to Date	Variance from Budget to Date		Forecast Outturn	Comments (variances > 10% and £5,000)
	£	£	£	£	%	£	
<b>Land &amp; Properties</b>							
Expenditure	73,880	22,044	20,911	(1,133)	(5.1%)	73,880	
Income	(66,920)	(27,884)	(28,409)	(525)	1.9%	(66,920)	
<b>Net</b>	<b>6,960</b>	<b>(5,840)</b>	<b>(7,497)</b>	<b>(1,658)</b>		<b>6,960</b>	
<b>Economic Development</b>							
Expenditure	245,130	50,227	43,336	(6,892)	(13.7%)	238,130	Staff vacancy (now filled)
Income	(9,160)	-	(2,500)	(2,500)	n/a	(9,160)	
<b>Net</b>	<b>235,970</b>	<b>50,227</b>	<b>40,836</b>	<b>(9,392)</b>		<b>228,970</b>	
<b>Borough Markets</b>							
Expenditure	331,010	70,095	66,007	(4,088)	(5.8%)	331,010	
Income	(320,000)	(70,049)	(64,942)	5,107	(7.3%)	(315,000)	
<b>Net</b>	<b>11,010</b>	<b>46</b>	<b>1,065</b>	<b>1,019</b>		<b>16,010</b>	
<b>Portfolio Total</b>	<b>177,120</b>	<b>66,211</b>	<b>40,510</b>	<b>(25,702)</b>		<b>152,420</b>	

## PERFORMANCE UPDATE - PLANNING &amp; REGENERATION CAPITAL PORTFOLIO

## Budget Monitoring 2018-2019 - Period 3 - June

	Latest Budget	Budget to Date	Total Spend to Date	Variance from Budget to Date		Forecast Outturn	Comments
	£	£	£	£	%	£	
WATERSCAPE PROJECT	63,410	-	-	-	n/a	63,410	
GROWTH POINT	221,180	-	-	-	n/a	221,180	
STAFFORD TOWN CENTRE ENHANCEMENTS	40,820	34,357	34,357	-	0.0%	40,820	Slippage from 17-18 £-5,180
PEARL BROOK PATH IMPROVEMENTS	75,000	-	-	-	n/a	75,000	
LAND AT FAIRWAY	59,370	-	(413)	(413)	n/a	59,370	Slippage from 17-18 £59,370
<b>Portfolio Total</b>	<b>459,780</b>	<b>34,357</b>	<b>33,944</b>	<b>(413)</b>		<b>459,780</b>	

ITEM NO 7(c)

ITEM NO 7(c)

<b>Report of:</b>	<b>Head of Law and Administration</b>
<b>Contact Officer:</b>	<b>Andrew Bailey</b>
<b>Telephone No:</b>	<b>01785 619212</b>
<b>Ward Interest:</b>	<b>Nil</b>
<b>Report Track:</b>	<b>Econ Dev and Plg - 18/10/18 (Only)</b>

## **ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE**

**18 OCTOBER 2018**

### **Work Programme - Economic Development and Planning Scrutiny Committee**

#### **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 Economic Development and Planning Scrutiny Committee considers and comments upon their Work Programme.

#### **3 Key Issues and Reasons for Recommendation**

- 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	<b>Financial</b>	Nil
	<b>Legal</b>	Nil
	<b>Human Resources</b>	Nil
	<b>Human Rights Act</b>	Nil
	<b>Data Protection</b>	Nil
	<b>Risk Management</b>	Nil

6.2	<b>Community Impact Assessment Recommendations</b>	<p>The Borough Council considers the effect of its actions on all sections of our community and has addressed all of the following Equality Strands in the production of this report, as appropriate:-</p> <p>Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.</p>
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**Previous Consideration** - Nil

**Background Papers** - File available in Law and Administration

## APPENDIX

**ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE  
18 OCTOBER 2018**

**Work Programme - Economic Development and Planning Scrutiny Committee**

**TUESDAY 13 NOVEMBER 2018 at 6:30 PM**

**Minutes of Last Meeting:** 21 August 2018  
**Officer Items by:** Monday 29 October 2018  
**Call-in Deadline:** Tuesday 16 October 2018  
**Member/Public Items by:** Thursday 1 November 2018  
**Agenda Despatch on:** Monday 5 November 2018

<b>Officer Reports</b>	<ul style="list-style-type: none"> <li>• <b>Fees and Charges Review 2019</b> Head of Finance</li> <li>• <b>Stafford Town Centre Update</b> Head of Development</li> <li>• <b>Fees and Charges 2019</b> Head of Finance</li> <li>• <b>Performance Update/Budget Monitoring Report</b> Corporate Business and Partnerships Manager /Head of Finance</li> <li>• <b>Work Programme</b> Scrutiny Officer</li> </ul>
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**TUESDAY 11 DECEMBER 2018 at 4:30 PM**

**Minutes of Last Meeting:** 13 November 2018  
**Officer Items by:** Monday 26 November 2018  
**Call-in Deadline:** Tuesday 13 November 2018  
**Member/Public Items by:** Thursday 29 November 2018  
**Agenda Despatch on:** Monday 3 December 2018

<b>Officer Reports</b>	<ul style="list-style-type: none"> <li>• <b>Economic Development and Planning Portfolio - General Fund Revenue Budget 2018-19 to 2021-22 and Capital Programme 2018-19 - 2021/22</b> Head of Finance</li> <li>• <b>Inward Investment and Business Support</b> Head of Development</li> <li>• <b>Work Programme</b> Scrutiny Officer</li> </ul>
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**TUESDAY 19 FEBRUARY 2019 at 6:30 PM**

**Minutes of Last Meeting:** 12 December 2018  
**Officer Items by:** Monday 4 February 2019  
**Call-in Deadline:** Tuesday 19 February 2019  
**Member/Public Items by:** Thursday 7 February 2019  
**Agenda Despatch on:** Monday 11 February 2019

<b>Officer Reports</b>	<ul style="list-style-type: none"><li>• <b>Performance Update/Budget Monitoring Report</b> Corporate Business and Partnerships Manager /Head of Finance</li><li>• <b>Strategic Infrastructure and Growth</b> Head of Development</li><li>• <b>Work Programme</b> Scrutiny Officer</li></ul>
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**FUTURE ITEMS**

- **Stafford Indoor Market Working Group**  
Head of Operations
- **Local Plan Update**  
Head of Development