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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 Tuesday 27 August 2019 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 handwritten signature in black ink, appearing to read "I. Curran".

Interim Head of Law and Administration

**ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE -  
27 August 2019**

**Chair - Councillor W J Kemp**

**A G E N D A**

- 1 Minutes of 27 June 2019 as published in Digest No 257 on 5 July 2019
- 2 Apologies
- 3 Public Question Time - Nil
- 4 Councillor Session - Nil
- 5 Members' Item - Nil
- 6 Called In Items - Nil
- 7 Officers' Reports

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CORPORATE BUSINESS AND  
PARTNERSHIPS MANAGER

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INTERIM HEAD OF LAW AND  
ADMINISTRATION

**Membership**

**Chair - Councillor W J Kemp**

J A Barron	P A Leason
A G Cooper	B Mckeown
B M Cross	G P K Pardesi
A S Harp	M Phillips
W J Kemp	M J Winnington

**Cabinet Members:-**

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

**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 27/08/19 (Only)</b>

**ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE****27 AUGUST 2019****Economic Development and Planning Portfolio - Final Accounts 2018/2019****1 Purpose of Report**

- 1.1 This report sets out the Final Accounts position for the Economic Development and Planning Portfolio for the financial year ended 31 March 2019.

**2 Recommendation**

- 2.1 That the Final Accounts position for the year ended 31 March 2019 be noted.

**3 Key Issues and Reasons for Recommendation**

- 3.1 The revenue outturn for 2018/2019 shows net income of £42,919 which represents a favourable variance of £149,739 as compared to the annual budget of £106,820.
- 3.2 The favourable variance on the budget primarily relates to Land Charges additional search fees (£0.019 million) and lower operating costs (£0.026 million), Parking reduced enforcement and lower operating costs (£0.080 million), higher than anticipated income for parking at Riverside developments (£0.109 million) and delayed opening of alternative car parking (£0.040 million).
- 3.3 The capital outturn for 2018/2019 amounted to £248,660 and is £32,750 less than the budget of £281,410.
- 3.4 The variation for the Capital Budget primarily relates to Waterscape and Stafford Town Centre Enhancement 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 Economic Development and Planning Portfolio's revenue outturn position for 2018/2019.

5.2 The paper attached as **APPENDIX 2** provides an analysis of the Economic and Development Planning Portfolio's capital outturn position for 2018/2019.

<b>6 Implications</b>
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6.1 <b>Financial</b>	<p>The majority of variances identified in the final accounts for 2018/2019 were identified early in the year and are therefore reflected in the current year's budget (2019/2020). In addition further variations that have arisen during the year will be reflected, where appropriate, in preparation of the financial plan 2020/2021 – 2023/2024 which will form the basis for the preparation of the detailed base budget for 2020/2021 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 - 1 August 2019 - Minute No CAB21/19
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<b>Background Papers</b> - File available in Financial Services
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**ECONOMIC DEVELOPMENT AND PLANNING PORTFOLIO**  
Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
<b>Management and Support</b>						
Expenditure	483,320	457,120	436,731	(20,389)	(4.5%)	Staffing variations (£27k) and minor variations Additional street naming income
Income	(25,540)	(25,540)	(31,496)	(5,956)	23.3%	
<b>Net</b>	<b>457,780</b>	<b>431,580</b>	<b>405,235</b>	<b>(26,345)</b>		
<b>Building Control</b>						
Expenditure	130,430	130,430	129,431	(999)	(0.8%)	
<b>Net</b>	<b>130,430</b>	<b>130,430</b>	<b>129,431</b>	<b>(999)</b>		
<b>Development Management</b>						
Expenditure	830,480	960,480	975,891	15,411	1.6%	Reduced planning fee income
Income	(701,070)	(831,070)	(658,215)	172,855	(20.8%)	
<b>Net</b>	<b>129,410</b>	<b>129,410</b>	<b>317,676</b>	<b>188,266</b>		
<b>Forward Planning</b>						
Expenditure	526,790	468,920	1,222,749	753,829	160.8%	Contribution to reserves of additional grant Grant for New Garden Community Meecebrook £750k
Income	(218,850)	(167,980)	(928,973)	(760,993)	453.0%	
<b>Net</b>	<b>307,940</b>	<b>300,940</b>	<b>293,777</b>	<b>(7,163)</b>		
<b>Land Charges - Local Searches</b>						
Expenditure	79,620	122,320	99,610	(22,710)	(18.6%)	Reduced search fees SCC (£26k) and minor variations
Income	(91,320)	(166,020)	(180,208)	(14,188)	8.5%	
<b>Net</b>	<b>(11,700)</b>	<b>(43,700)</b>	<b>(80,599)</b>	<b>(36,899)</b>		Additional search fee income
<b>Off Street Parking Services</b>						
Expenditure	1,579,520	1,197,520	1,122,065	(75,455)	(6.3%)	Reduced operational costs Additional short term income (£109k), lease of fairway (£30k) and contribution from SCC re Doxey (£40k)
Income	(2,670,200)	(2,297,700)	(2,480,193)	(182,493)	7.9%	
<b>Net</b>	<b>(1,090,680)</b>	<b>(1,100,180)</b>	<b>(1,358,128)</b>	<b>(257,948)</b>		

**ECONOMIC DEVELOPMENT AND PLANNING PORTFOLIO**  
Final Accounts 2018-2019

	Original Budget	Annual Budget	Total Spend including Commitments	Variance from Annual Budget		Comments £5,000 and 10%
	£	£	£	£	%	
<b>Land &amp; Properties</b>						
Expenditure	59,820	73,880	69,800	(4,080)	(5.5%)	
Income	(52,860)	(68,920)	(72,405)	(3,485)	5.1%	
<b>Net</b>	<b>6,960</b>	<b>4,960</b>	<b>(2,605)</b>	<b>(7,565)</b>		
<b>Economic Development</b>						
Expenditure	239,130	320,130	310,481	(9,649)	(3.0%)	
Income	(3,160)	(93,160)	(85,447)	7,713	(8.3%)	
<b>Net</b>	<b>235,970</b>	<b>226,970</b>	<b>225,035</b>	<b>(1,935)</b>		
<b>Borough Markets</b>						
Expenditure	331,010	326,410	288,634	(37,776)	(11.6%)	Reduced operational costs
Income	(320,000)	(300,000)	(261,374)	38,626	(12.9%)	Reduced income due to occupancy
<b>Net</b>	<b>11,010</b>	<b>26,410</b>	<b>27,259</b>	<b>849</b>		
<b>Portfolio Total</b>	<b>177,120</b>	<b>106,820</b>	<b>(42,919)</b>	<b>(149,739)</b>		

**ECONOMIC DEVELOPMENT AND PLANNING CAPITAL PORTFOLIO**  
**Final Accounts 2018-2019**

	Budget	Total Spend	Variance from Budget	Comments
	£	£	£	
WATERSCAPE PROJECT	63,410	0	-63,410	Scheme now amalgamated with Town Centre Enhancements
GROWTH POINT	171,180	170,814	-366	
STAFFORD TOWN CENTRE ENHANCEMENTS	40,820	78,776	37,956	£25.5k slipped to 19-20
LAND AT FAIRWAY	6,000	-931	-6,931	£6.9k slipped to 19-20
<b>Portfolio Total</b>	<b>281,410</b>	<b>248,660</b>	<b>-32,750</b>	

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

<b>Report of:</b>	<b>Corporate Business and Partnerships 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 and Planning 27/08/19 Cabinet 05/09/19</b>

**ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE**  
**27 AUGUST 2019**  
**Performance Reporting 2019-20**

**1 Purpose of Report**

- 1.1 To provide an update to members regarding performance reporting for Quarter 1 2019 - 2020 for Economic Development and Planning Scrutiny Committee as set out in the attached **APPENDIX 1**.

**2 Proposal of the Cabinet**

- 2.1 That the information is noted.

**3 Key Issues and Reasons for Recommendation**

- 3.1 The Council's Performance Report for Quarter 1 is highlighted as follows:
- (a) Performance at a glance:
- 2 quarterly targets have reported as being exceptional
  - 4 quarterly targets are reported as being on track
- (b) Narrative updates:
- 3 measures are reported as being exceptional
  - 17 measures are reported as being on track

**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 the council now reports on the following:

- Performance at a glance
- Narrative update against business objectives
- Improvement report

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

5.4 Quarter 1 Performance Report highlights the following:-

(a) Performance at a glance:

Targets reported as exceptional are:

- LI1 There has been 100% compliance with individual Project Plans
- LI6 There has been a 100% of areas of open space to new houses approved

(b) Targets on track:

- LI2 There has been a 26% increase in footfall associated with major events in the Stafford Town Centre
- LI3 Stafford Retail premises occupancy rates is 90%
- LI4 Stone Retail premises occupancy rates is 98%
- LI5 Completion of Issues and Options stage by March 2020 is on track

Narrative updates are contained in **APPENDIX 1** and are summarised as:-

- 3 measures are reported as exceptional
- 17 measures are reported as being on track

<b>6</b>	<b>Implications</b>
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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

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> - None
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<b>Background Papers</b> - Corporate Business and Partnerships
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## 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
LI1	% Compliance with individual Project Plans Q/A	Michelle Smith	H	100%	100%	😊	😐	😐	😐
LI2	% increase in footfall associated with major events in Stafford Town Centre	Robert Gatensbury	H	26%	10%	😐	15%	15%	😐
LI3	Stafford Retail premises occupancy rates %	Robert Gatensbury	H	90%	86%	😐	89%	88%	😐
LI4	Stone Retail premises occupancy rates %	Robert Gatensbury	H	98%	92%	😐	94%	92%	😐
LI5	Completion of Issues and Options stage by March 2020	Alex Yendole	N/A	Mar-20	Mar-20	😐	😐	😐	😐
LI6	Area of open space to new houses approved	Michelle Smith	H	100%	100%	😊	100%	100%	😐

### Performance direction of travel - Key

Exceptional



On Track



Below what it should be



## Economic Development and Planning Scrutiny Committee Report








### Narrative Updates

### Q1

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	June 2020	☹️	On track for June 2020
1.1.2	Continue to supply affordable housing working with Registered Providers and Homes England	Anna Nevin	From April 2019 for duration of plan	☹️	As of March 2019, there were 182 affordable homes forecast to be delivered in 2019-2020. Work is ongoing with Registered Providers to design potential schemes that meet local need.
1.1.3	Improve and maintain performance of development management and local land charges from April 2018 for 3 years	John Holmes/ Michelle Smith	Duration of plan	😊	Development Management performance is published based on a rolling 2 year snapshot. As at 30/03/19 performance is as follows: 95.4% of Major applications processed on time (an increase from 92.8% in Q4; national target is 60%) 95.3% Non-major applications processed on time (an increase from 95.0% in Q4; national target is 70%)
1.2.1	Delivery of the Stafford Town Centre Strategic Framework	Karen Tierney/ Michelle Smith	January 2020	😊	Procurement is underway for this project with appointment of consultants taking place in Q2
1.2.2	Delivery of the Stafford Station Gateway	Michelle Smith	Ongoing	😊	The commercial and land strategy advice is due to be completed early July 2019 which then informs the next stage of the project plan with officer reports to follow in Q2.
1.2.3	Supporting the development of Meecebrook Garden Community	Karen Tierney/ Alex Yendole	Performance updates from Q2	☹️	Reported from Quarter 2
1.2.4	Provide support for Stafford Western Access Route From April 2018 for duration of the plan	Robert Gatensbury	Performance updates from Q2	☹️	Reported from Quarter 2
1.2.5	Strategic car parking in Stafford and Stone Phase 1	Michelle Smith	March 2020	☹️	The Parking Strategy will be drafted for consultation once the Economic Growth Strategy is in place in Q3
1.2.6	Provide new leisure and recreation facilities	Alex Yendole	September 2020	☹️	Stone Leisure Centre opened in April 2019. Charnley Road new play area scheme procurement completed and entered into contract with a contractor for implementation. Holmcroft new play area consultants procured to provide development and consultation plans.
1.2.7	Source and develop new Gypsy and Traveller sites	Anna Nevin/ Alex Yendole	Timescales agreed once milestones are set	☹️	Consultants appointed to progress with a Gypsy and Traveller Needs Assessment. Continued work to identify a new gypsy site to deliver future need.

## Narrative Updates

## Q1

Ref	Key Deliverable	RO	End Date	Q1 Performance status	Commentary/Action
1.3.1	Enable new and existing businesses to grow and build confidence in Stafford as a hub of productivity	Robert Gatensbury	Determined once the economic growth strategy has been approved		Engagement with 10 businesses providing business support and advice. Consultation process started on Economic Growth Strategy.
1.3.2	Promote our visitor economy to demonstrate the offer in the Borough	Robert Gatensbury	Determined once the economic growth strategy has been approved		Provided input to Countywide Hotel and Visitor Accommodation Study. Work with developers to bring forward proposals for new Ibis Styles Hotel in Stafford Town Centre.
1.3.3	Unlock economic opportunities in our rural areas	Robert Gatensbury	Determined once the economic growth strategy has been approved		Working with Eccleshall Business Group to support job creation opportunities. Supported first business on to Meaford Business Park (Arctrend) .
1.3.4	Develop access to lifelong learning to create a local workforce with specialist skills that can respond to growth ambitions	Robert Gatensbury	Determined once the economic growth strategy has been approved		Jobs for Growth/District Locality Working Group with the Department for Work and Pensions (DWP) and partners took place 29th April 2019. Meetings held with 3 local universities regarding graduate retention.
1.4.1	Revise and refresh the Local Plan	Alex Yendole	Adoption of new Local Plan (2021/22)		On-going evidence based work with Economic & Housing Need workshop in June 2019, Gypsy & Traveller Needs Assessment and Town Centre Capacity Assessment progressing. Barlaston Neighbourhood Plan (NP) Referendum in May 2019. Stone NP Submission being Examined. Government funding provided for initial studies on Meecebrook Garden Community.
1.4.2	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	John Holmes	February 2020		Planning applications are being considered in accordance with the Supplementary Planning Document: Design. Pre-application advice provided on major applications contains Design Adviser's input.
1.5.1	Develop and implement new Open Space Strategies	Alex Yendole	TBC		Green Infrastructure evidence based work progressing. Draft Biodiversity Supplementary Planning Document (SPD) agreed by Cabinet for consultation. Consultants completed Draft Sport Facilities and Playing Pitch Strategies subject to Local Housing Need update for projects implementation with latest housing figures.

## Narrative Updates

Q1

Ref	Key Deliverable	RO	End Date	Q1 Performance status	Commentary/Action
1.5.2	Stafford Brooks Project	Alex Yendole/ Bill Waller	TBC	☹️	Waiting for funding confirmation from Highways England (HE).
1.6.1	To ensure that policies and codes of practice for the construction and operation of HS2 through the Borough adequately protect residents in terms of compensation, and mitigate any adverse environmental affects and protect biodiversity	John Holmes	Awaiting Bill to be passed by Parliament	☹️	On 23 July 2019 Council resolved that authority be given to the Chief Executive to sign the HS2 Phase 2a Planning Memorandum to enable Stafford Borough Council to become a Qualifying Authority for the purposes of the HS2 Hybrid Bill.
1.6.2	Monitoring of HS2 construction works to ensure approved policies and codes of practice has been implemented	Robert Simpson	Awaiting Bill to be passed by Parliament	☹️	Awaiting Bill to be passed by Parliament. A meeting with representatives of HS2 Ltd was held on the 12th June 2019 when terms of reference were agreed for the Phase 2a Planning Forum – Environmental Health Subgroup, of which your officers are members. The purpose of the group is to discuss any potential air quality, noise, vibration and contaminated land issues associated with the construction and operation of HS2 Phase 2a, and appropriate mitigation measures, and in particularly the use of Section 61, Control of Pollution Act 1974, to identify and reduce any pollution risks.

### Performance direction of travel - Key

Exceptional



On Track



Below what it should be



**ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE**

**27 AUGUST 2019**

**Performance Update**

**GENERAL FUND - BUDGET MONITORING TO 30 JUNE 2019**

The Council agreed a Net Spending Budget for 2019/20 of £17.447 million in February 2019 when the Council Tax was set for the year of this figure the net Revenue Budget covered by this committee is £492,000. The profiled budget to the end of June 2019 is £156,000. The monitoring position for the first three months of 2019/20 is illustrated in the following table:

<b>Portfolio</b>	<b>Original Budget 2019/20</b>	<b>Approved Budget 2019/20</b>	<b>Profiled Budget to 30 June</b>	<b>Actual Spend to 30 June</b>	<b>Variance from profiled budget</b>	<b>Forecast Outturn</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Planning & Regeneration	492	492	156	202	46	486

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

There is an unfavourable variance of approximately £46,000 on this portfolio. This is primarily due to:-

- Parking enforcement costs (to be reimbursed £66,000)
- Development Management reduced income £51,000
- Markets reduced income £13,000

Offset by

- Staffing variations (£30,000)
- Reduced car allowances (£4,000)
- Parking additional income (£55,000)

### **Forecast Outturn 2019/20**

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 £6,000 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 2019 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 2019 on the capital schemes is reported at Annex 2.



## PERFORMANCE UPDATE - ECONOMIC DEVELOPMENT AND PLANNING PORTFOLIO

## Budget Monitoring 2019-2020 - 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	551,480	130,794	128,291	(2,502)	(1.9%)	551,480	
Income	(50,540)	(5,712)	(5,833)	(121)	2.1%	(50,540)	
<b>Net</b>	<b>500,940</b>	<b>125,082</b>	<b>122,458</b>	<b>(2,623)</b>		<b>500,940</b>	
<b>Building Control</b>							
Expenditure	137,900	34,475	34,142	(333)	(1.0%)	137,900	
<b>Net</b>	<b>137,900</b>	<b>34,475</b>	<b>34,142</b>	<b>(333)</b>		<b>137,900</b>	
<b>Development Management</b>							
Expenditure	980,820	277,572	270,393	(7,179)	(2.6%)	973,820	
Income	(836,660)	(359,557)	(308,451)	51,106	(14.2%)	(785,660)	Development management reduced income
<b>Net</b>	<b>144,160</b>	<b>(81,985)</b>	<b>(38,058)</b>	<b>43,927</b>		<b>188,160</b>	
<b>Forward Planning</b>							
Expenditure	556,260	102,764	88,555	(14,210)	(13.8%)	543,260	Staffing variations
Income	(128,000)	-	-	-	n/a	(128,000)	
<b>Net</b>	<b>428,260</b>	<b>102,764</b>	<b>88,555</b>	<b>(14,210)</b>		<b>415,260</b>	
<b>Land Charges - Local Searches</b>							
Expenditure	123,970	79,878	80,396	518	0.6%	123,970	
Income	(134,020)	(40,051)	(40,053)	(2)	0.0%	(134,020)	
<b>Net</b>	<b>(10,050)</b>	<b>39,828</b>	<b>40,343</b>	<b>516</b>		<b>(10,050)</b>	

## PERFORMANCE UPDATE - ECONOMIC DEVELOPMENT AND PLANNING PORTFOLIO

## Budget Monitoring 2019-2020 - 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>Off Street Parking Services</b>							
Expenditure	1,303,580	511,175	575,396	64,221	12.6%	1,303,580	Parking enforcement costs (to be reimbursed)
Income	(2,333,090)	(666,283)	(720,200)	(53,917)	8.1%	(2,380,090)	
<b>Net</b>	<b>(1,029,510)</b>	<b>(155,109)</b>	<b>(144,804)</b>	<b>10,304</b>		<b>(1,076,510)</b>	
<b>Land &amp; Properties</b>							
Expenditure	60,960	12,711	12,863	152	1.2%	60,960	
Income	(52,990)	(14,058)	(13,075)	983	(7.0%)	(52,990)	
<b>Net</b>	<b>7,970</b>	<b>(1,348)</b>	<b>(213)</b>	<b>1,135</b>		<b>7,970</b>	
<b>Economic Development</b>							
Expenditure	323,720	78,639	78,610	(29)	0.0%	323,720	
Income	(30,530)	-	(1,042)	(1,042)	n/a	(30,530)	
<b>Net</b>	<b>293,190</b>	<b>78,639</b>	<b>77,568</b>	<b>(1,071)</b>		<b>293,190</b>	
<b>Borough Markets</b>							
Expenditure	328,670	91,084	85,992	(5,092)	(5.6%)	324,970	
Income	(309,250)	(77,312)	(64,275)	13,037	(16.9%)	(296,250)	Reduced income due to occupancy
<b>Net</b>	<b>19,420</b>	<b>13,772</b>	<b>21,717</b>	<b>7,945</b>		<b>28,720</b>	
<b>Portfolio Total</b>	<b>492,280</b>	<b>156,118</b>	<b>201,708</b>	<b>45,590</b>		<b>485,580</b>	

## PERFORMANCE UPDATE - ECONOMIC DEVELOPMENT AND PLANNING CAPITAL PORTFOLIO

## Budget Monitoring 2019-2020 - Period 3 - June

	Latest Budget	Budget to Date	Total Spend to Date	Variance from Budget to Date		Forecast Outturn	Comments
	£	£	£	£	%	£	
GROWTH POINT	50,360	-	-	-	n/a	50,360	
STAFFORD TOWN CENTRE ENHANCEMENTS	25,450	6,687	6,687	-	0.0%	25,450	Slippage from 18-19 £25,450
PEARL BROOK PATH IMPROVEMENTS	75,000	-	-	-	n/a	75,000	
LAND AT FAIRWAY	60,300	-	-	-	n/a	60,300	Slippage from 18-19 £6,930
<b>Portfolio Total</b>	<b>211,110</b>	<b>6,687</b>	<b>6,687</b>	<b>-</b>		<b>211,110</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>Economic Development and Planning 27/08/19 (Only)</b>

**ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE  
27 AUGUST 2019**

**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  
27 AUGUST 2019**

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

**TUESDAY 12 NOVEMBER 2019 at 6:30 PM**

**Minutes of Last Meeting:** 27 August 2019  
**Officer Items by:** Monday 28 October 2019  
**Call-in Deadline:** Tuesday 15 October 2019  
**Member/Public Items by:** Thursday 31 October 2019  
**Agenda Despatch on:** Monday 4 November 2019

<b>Officer Reports</b>	<ul style="list-style-type: none"> <li>• <b>Fees and Charges Review 2020</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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**THURSDAY 12 DECEMBER 2019 at 4:30 PM**

**Minutes of Last Meeting:** 12 November 2019  
**Officer Items by:** Wednesday 27 November 2019  
**Call-in Deadline:** Tuesday 19 November 2019  
**Member/Public Items by:** Monday 2 December 2019  
**Agenda Despatch on:** Wednesday 4 December 2019

<b>Officer Reports</b>	<ul style="list-style-type: none"> <li>• <b>Economic Development and Planning Portfolio - General Fund Revenue Budget 2019-20 to 2022-23 and Capital Programme 2019-20 - 2022/23</b> Head of Finance</li> <li>• <b>Work Programme</b> Scrutiny Officer</li> </ul>
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**TUESDAY 11 FEBRUARY 2020 at 6:30 PM**

**Minutes of Last Meeting:** 12 December 2019  
**Officer Items by:** Monday 27 January 2020  
**Call-in Deadline:** Tuesday 28 January 2020  
**Member/Public Items by:** Thursday 30 January 2020  
**Agenda Despatch on:** Monday 3 February 2020

<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>Work Programme</b> Scrutiny Officer</li> </ul>
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FUTURE ITEMS
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| <ul style="list-style-type: none"><li>• <b>Stafford Indoor Market Task and Finish Review</b><br/>Head of Operations</li><li>• <b>Local Plan Update</b><br/>Head of Development</li></ul> |
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