



Civic Centre, Riverside, Stafford
Contact Andrew Bailey
Direct Dial 01785 619212
Email abailey@staffordbc.gov.uk

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 27 June 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 JUNE 2019**

Chair - Councillor W J Kemp

A G E N D A

- 1 Minutes of 19 February 2019 as published in Digest No 253 on 8 March 2019
- 2 Apologies
- 3 Public Question Time - Nil
- 4 Councillor Session - Nil
- 5 Members' Item - Nil
- 6 Called In Items
- 7 Officers' Reports

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ITEM NO 7(b)	Performance Reporting 2018-21	5 - 12
	CORPORATE BUSINESS AND PARTNERSHIPS MANAGER	
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ITEM NO 7(d)	Work Programme - Economic Development and Planning Scrutiny Committee	16 - 19
	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

ITEM NO 7(a)

ITEM NO 7(a)

Report of:	Head of Development
Contact Officer:	Robert Gatensbury
Telephone No:	01785 619748
Ward Interest:	Nil
Report Track:	Economic Development and Planning Scrutiny 27/06/19 (Only)

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE

27 JUNE 2019

Town Centre Development Programme Update

1 Purpose of Report

- 1.1 To update Members on progress with town centre business support and investment activities.

2 Recommendation

- 2.1 That the content of this report be noted.

3 Key Issues and Reasons for Recommendation

- 3.1 A presentation to Members will be given which will provide an update on business support and investment activities taking place in the Borough's town centres.

4 Relationship to Corporate Priorities

- 4.1 The proposals and investments in the town centres deliver Corporate Objective 1 by helping to bring forward transformative change which will lead to employment opportunities and economic and housing. Objective 2 is supported in terms of creating attractive places to live and work.

5 Report Detail

- 5.1 The presentation to the Committee will provide the detail to the report.

6	Implications
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6.1	Financial	Nil
	Legal	Nil
	Human Resources	Nil
	Human Rights Act	Nil
	Data Protection	Nil
	Risk Management	Nil

6.2	Community Impact Assessment Recommendations	The Council supports investment and growth of our town centres as accessible focal points for a broadening range of visitors and as places to live, work, enjoy and learn.
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Previous Consideration - Nil

Background Papers - File available with Economic Development

ITEM NO 7(b)

ITEM NO 7(b)

Report of:	Corporate Business and Partnerships Manager
Contact Officer:	Tracy Redpath
Telephone No:	01785 619195
Ward Interest:	Nil
Report Track:	Economic Development and Planning Scrutiny 27/06/19 Cabinet 12/06/19

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE

27 JUNE 2019

Performance Reporting 2018-21

The following report was considered by Cabinet at its meeting held on 12 June 2019 and is submitted to this Committee for consultation.

1 Purpose of Report

- 1.1 To provide an update to members regarding performance reporting for Quarter 4 2018 - 2021 for **Economic Development and Planning Scrutiny Committee**.

2 Recommendation

- 2.1 The Committee considers and notes the following decision of the Cabinet and records any comments they wish to make.

Decision of the Cabinet

That:-

That the information be noted.

3 Key Issues and Reasons for Recommendation

- 3.1 The Council's Performance Report for Quarter 4, which includes Annual Indicators, are highlighted as follows:

- (a) Performance at a glance:

- No targets quarterly or annual are below what they should be
- 6 quarterly and 5 annual targets have reported as being on track
- 1 quarterly and 1 annual target have reported as being exceptional

(b) Narrative updates:

- 1 measure is reported as being exceptional
- 23 measures reported as being on track
- No measure is below what it should be

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 4 Performance Report highlights the following:-

(a) Performance at a glance:

Targets on track:

Quarterly Performance Indicators:

- LI3 100 % of Section 106 agreements have been completed prior to determination deadline
- LI9 Stafford Retail premises occupancy rates is 89.7% against a target of 85.6%
- LI10 Stone Retail premises occupancy rates is 95% against a target of 92%
- LI11 There has been 3 new businesses located in Stafford

- LI13 There has been 3 new businesses in Stone and Rural areas
- LI15 There has been 18 new developments in accordance with the adopted Design Supplementary Planning Document (SPD)

Annual Performance Indicator:

- LI5 Increase the number of staying trips - Actual 1% - Target 1%
- LI6 Increase tourism related employment - Actual 2% - Target 1%
- LI12 Number of new businesses surviving 2 years is recorded at 75% against a target of 70%
- LI14 Number of expanded businesses is 17 for this year
- LI17 12 hectares of employment land has been approved this year

Targets reported as exceptional are:

Quarterly Performance Indicators:

- LI8 % of additional visits to Stafford town centre measured on football counters for this quarter is 73.5%

Annual Performance Indicators:

- LI4 There has been 2000 jobs created this year

Narrative are summarised as:-

- 1 measure is reported as exceptional
- 23 measures reported as being on track
- No measures are reported as being below what they should be.




6 Implications	
6.1 Financial	There are no financial implications associated with this report
Legal	Nil
Human Resources	Nil
Human Rights Act	Nil
Data Protection	Nil
Risk Management	Nil
6.2 Community Impact Assessment Recommendations	<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>
Previous Consideration - Cabinet - 12 June 2019 - Minute No CAB5/19	
Background Papers - File available in Corporate Business and Partnerships	

Performance at a Glance







Q4

No	Indicator	Responsible Officer	Is good high or low?	Q1 Actual	Q1 Target	Q1 Performance	Q2 Actual	Q2 Target	Q2 Performance	Q3 Actual	Q3 Target	Q3 Performance	Q4 Actual	Q4 Target	Q4 Performance	Year end forecast	Year end target	Direction of Travel
LI3	% Section 106 agreements completed prior to determination deadline	Michelle Smith	H	100.00%	100.00%	☹️	100.00%	100.00%	☹️	100.00%	100.00%	☹️	100.00%	100.00%	☹️	100.00%	100.00%	☹️
LI 8	% of additional visits to Stafford town centre measured on footfall counters	Robert Gatensbury	H	40.00%	10.00%	😊	16.00%	10.00%	😊	18.50%	10.00%	😊	73.50%	10.00%	😊	15.00%	10.00%	😊
LI 9	Stafford Retail premises occupancy rates %	Robert Gatensbury	H	82.50%	85.60%	☹️	83.00%	85.60%	☹️	89.70%	85.60%	☹️	89.70%	85.60%	☹️	84.00%	85.60%	☹️
LI 10	Stone Retail premises occupancy rates %	Robert Gatensbury	H	93.20%	92.00%	☹️	93.20%	92.00%	☹️	96.40%	92.00%	☹️	95.00%	92.00%	☹️	94.00%	92.00%	😊
LI 11	Number of new businesses located in Stafford	Robert Gatensbury	H	3	2	☹️	4	2	😊	2	3	☹️	3	3	☹️	10	10	☹️
LI 13	Number of new businesses in Stone and rural areas	Robert Gatensbury	H	2	1	☹️	3	1	😊	2	1	😊	3	2	☹️	6	5	☹️
LI 15	Number of new developments in accordance with the adopted Design Supplementary Planning Document (SPD)	Michelle Smith	H	12	12	☹️	2	2	☹️	18	18	☹️	18	18	☹️	100%	100%	☹️
LI 1	Number of houses built per year (Annual)	Alex Yendole	H	863	600	😊										600	600	☹️
LI2	Number of affordable houses built per year (Annual)	Alex Yendole	H	219	210	☹️										210	210	😊

Performance direction of travel - Key

- Exceptional 
- On Track 
- Below what it should be 

Q4 Performance - Annual Indicators

No	Indicator	RO	Is high good or low	Q4 Actual	Q4 Target	Performance
L14	Number of jobs created	Robert Gatensbury	H	2000	1250	
L15	Increase the number of staying trips	Robert Gatensbury	H	1%	1%	
L16	Increase tourism related employment	Robert Gatensbury	H	2%	1%	
L112	Number of new businesses surviving 2 years	Robert Gatensbury	H	75%	70%	
L114	Number of expanded businesses	Robert Gatensbury	H	17	15	
L117	Amount of employment land approved annually	Alex Yendole	H	12 hectares	8 hectares	

Exceptional



On Track



Below what it should be



Economic Development and Planning Scrutiny Committee Report

Narrative Updates

Q4

Ref	Key Deliverable	RO	End Date	Q4 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 in place. Site visits underway for 2019 document.
1.1.2	Complete housing and economic evidence base to inform Local Plan policy by July 2019	Alex Yendole	July 2019	☹️	Call for Sites submissions welcomed. Consultants completed business survey. Government confirmed standard methodology and progressing Economic & Housing Development Needs Assessment.
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 31/03/2019 performance is as follows:- 92.8% of Major Applications processed on time (up from 92.2% last quarter) 95.3% of Non-Major Applications processed on time (up from 94.1% last quarter).
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	☹️	Consultants completed Draft Sport Facilities and Playing Pitch Strategies, with Local Housing Need figure to be used for projects implementation.
1.2.1	Develop a new economic growth strategy and action plan	Robert Gatensbury	March 2019	☹️	Public consultation on the draft strategy will take place between April and June 2019.
1.2.3	Support the development of key projects proposed as part of the HS2 investment	Michelle Smith	Post March 2021	☹️	Regular project team meetings are in place and individual workstreams are progressing on track
1.2.4	Provide support for Stafford Western Access Route from April 2018 for duration of the plan	Robert Gatensbury	March 2021	☹️	Staffordshire County Council Cabinet will consider award of construction contract on 17 April 2019, with contract beginning on 10 June 2019
1.3.1	Develop a Visitor Economy Strategy and Action Plan	Robert Gatensbury	January 2019	☹️	Work stream now being reported as part of the Economic Growth Strategy (1.2.1.)
1.3.2	Support the delivery of annual Ironman event between 2018-2020	Tara Hollingsworth	June 2018	☹️	The contract has been signed and exchanged. The full route has been finalised and the Value in Kind schedule (VIK) is starting to be implemented.
1.4.1	Deliver the Town Centre development programme	Robert Gatensbury	February 2019	☹️	The Borough Council submitted an Expression of Interest application for the Future High Street Fund to the Government for Stafford Town Centre. A decision on this is expected in the Summer 2019.
1.4.2	Enhance parking offer in Stafford and Stone	Michelle Smith	April 2019	☹️	The Parking Strategy will be drafted for consultation once the Economic Growth Strategy is in place. Consultation on the Economic Growth Strategy begins April 2019.

Narrative Updates

Q4

Ref	Key Deliverable	RO	End Date	Q4 Performance status	Commentary/Action
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	☹️	Stafford Pancake Race, Tuesday 5 March 2019 The 14th annual Stafford Pancake Race took place on Shrove Tuesday at the beginning of March. A total of 20 teams registered for free to take part with 18 taking part on the day, compared to 12 teams in 2018 and the most teams we have had participating. The teams competing for the 'Best Flippers in Town' award included 1 Signal regiment, Freedom Leisure's Walking Netball Team, TK Maxx, Stafford Chamber of Commerce, Stafford Railway Building Society and 12 other local businesses and organisations. This entertaining, fun event attracted town centre visitors who were passing by and supporters of the teams entered; the footfall on this date was up 7% on the previous Tuesday/non- event day to 16,435. Local media coverage included Signal 1 doing a Facebook live video and coverage in the Express and Star newspaper and on their website as well as individuals and organisations sharing the event on Facebook. Stafford Half Marathon and Fun Run, Sunday 17 March 2019. 2019 saw the Stafford Half Marathon event celebrating its 35th birthday, with just under 3,700 entries. On race day a total of 2,828 finished the 13.1 mile course starting and finishing in the town centre, compared to 2,304 in April 2018. The half marathon participants were 36% female and 64% male with 40 being the average age; the youngest was 17 and the oldest 77. The largest group of runners came from the Staffordshire locality, followed by the West Midlands and Shropshire with over 1000 runners coming from all over the UK with 3 from Southern Ireland. In addition to half marathon runners there were 600 fun runners signed up for the mile long run around the town centre; this is free for borough school children to enter and many of the fun runners were in fancy dress. Over 140 volunteers support this community event. The footfall in the town centre on Sunday 17 March was up by 140% on the previous Sunday to 19,341, being the second busiest day of the week after Saturday; the peak hour of the week was 12.00 on Sunday 17 March 2019 with a footfall of 4,663 during the event. Just under 10% of the runners raise money for charity; 1.5% of event visitors stayed in local hotels overnight and a further 4% with friends locally. Approximately half of all the participants spent money in Stafford in addition to their entry fee on eating out and shopping with an estimated economic impact of £43k. In addition to this the friends and family members spectating with a longer dwell time in the town centre area will have made a further positive economic impact on race day.
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	☹️	The Grub Club commenced again on the second Thursday of the month following a break for Christmas. Farmers Markets continued in Stafford and Stone, and are advertised using new branded banners. The Wednesday Market continues on a weekly basis, and the Makers Market draws shoppers to the north end of town. The Stafford half Marathon increased footfall in the town; and a successful pancake relay was staged.
1.4.6	Ensure that Town Centres are clean, tidy and attractive	Phil Bates	March 2021	😊	547 inspections were carried out in the period with the following results: -Street Cleansing achieving 98% Grade B or better -Grounds Maintenance achieving 93% Grade B or better Survey was carried out by the Customer Contact Centre with residents who called in specifically for Streetscene issues. Response from 263 residents was 98% positive in the range of 'satisfactory to excellent' regarding the cleanliness of the town centres. (Excellent 77 (29%) - Good 142 (54%) - Satisfactory 40 (15%) - Poor 4 (2%))
1.4.7	Provision of new, accessible and safe taxi ranks	Robert Simpson	March 2021	☹️	Discussions continue with Staffordshire County Council Highways on suitable locations for further taxi ranks.
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	☹️	18 businesses have been supported following inquiries with the Economic Development Team. This has led to private investment of £295,667 and grant funding of £50,000. 55 online property inquiries were made on the Stafford Borough Council's website during the quarter.

Narrative Updates

Q4

Ref	Key Deliverable	RO	End Date	Q4 Performance status	Commentary/Action
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	☹️	Design Supplementary Planning Document (SPD) adopted and being used in planning application decision-making. Future policy area through the New Local Plan.
1.7.1	Revise and refresh the Local Plan	Alex Yendole	December 2021	☹️	On-going evidence based work progressing. Government announced funding support for Meecebrook garden community. Barlaston Neighbourhood Plan (NP) Examiner's Report received and progressing to Referendum. Stone NP Submission completed and currently being Examined.
1.7.2	Develop and implement new Open Space Strategy	Michelle Smith	November 2021	☹️	This project has now been linked with the Green Infrastructure Review which is already underway. It will therefore be progressed for inclusion in the consultation on the Local Plan Issues and Options in September 2019.
1.8.1	Deliver agreed programme of development	Michelle Smith	December 2019	☹️	Contractors are currently being appointed for the Charnley Road scheme and the on site works are scheduled for completion by the end of 2019. Detailed consultation on the Holmcroft scheme is currently underway ahead of development contractor procurement during winter 2019/20.
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	April 2019	☹️	Construction of the new leisure centre completed. Building handover has taken place and the building is now open to the public.

Performance direction of travel - Key

Exceptional



On Track



Below what it should be



ITEM NO 7(c)**ITEM NO 7(c)**

Report of:	Interim Head of Law and Administration
Contact Officer:	Andrew Bailey
Telephone No:	01785 619212
Ward Interest:	Nil
Report Track:	Economic Development and Planning 27/6/19 (Only)

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE
27 JUNE 2019
Business Planning Report

1 Purpose of Report

- 1.1 To review the programme of business considered by the Economic Development and Planning Scrutiny Committee in 2018/19 with a view to the report being submitted to the Council.

2 Recommendation

- 2.1 The Committee is recommended to approve this report as the Annual Report to the Council.

3 Key Issues and Reasons for Recommendation

- 3.1 During the past year, the Economic Development and Planning Scrutiny Committee considered a wide variety of issues that has helped to embrace its continuing role to ensure that the Council delivers sustainable economic and housing growth to provide income and jobs.
- 3.3 The Committee controls its own Work Programme which is already populated with a range of issues for the forthcoming Municipal Year.

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 During the past year, the Economic Development and Planning Scrutiny Committee has considered a wide variety of issues that supported the Council's Business Objective of delivering sustainable economic and housing growth to provide income and jobs.
- 5.2 In order to achieve this, the Committee have received regular updates concerning the economic issues surrounding Stafford Town Centre and have closely monitored Borough-wide planned events, including the following:-
- Stafford Town Centre Events
 - Economic Growth Strategy and the Visitor Economy
 - Stafford Town Centre
 - Inward Investment and Business Support
 - Strategic Infrastructure and Growth
- 5.3 The Committee have considered a Called-in item at a special meeting relating to land at Tilling Drive, Stone.
- 5.4 The Committee have considered the following items that were referred to it directly from the Cabinet:-
- Fees and Charges Review 2019
 - Economic Development and Planning Portfolio - General Fund Revenue Budget 2018/2019 - 2021/2022 and Capital Programme 2018/2019 - 2021/2022
- 5.5 The Committee continues to control its own Work Programme and regularly makes appropriate adjustments.
- 5.6 Under its Terms of Reference, the Committee has received details of the General Fund Revenue Budget and Capital Programme for the Economic Development and Planning Portfolio as well as receiving regular reports that monitored both operational and financial performance.
- 5.7 The Committee received details of the Economic Development and Planning Portfolio Final Accounts for 2017/18.
- 5.8 The Work Programme is populated with a variety of issues for the forthcoming Municipal Year.
- 5.9 It is intended that this report, with the addition of any appropriate information concerning the current meeting, be taken to the next available meeting of the Council as the report back from this Scrutiny Committee in accordance with Article 6, Paragraph 6.3 of the Constitution whereby the Committee is required to report annually to the Council on its workings and future Work Programme.

6 Implications

6.1 Financial	Nil
Legal	Nil
Human Resources	Nil
Human Rights Act	Nil
Data Protection	Nil
Risk Management	Nil

6.2 Community Impact Assessment Recommendations	<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

ITEM NO 7(d)**ITEM NO 7(d)**

Report of:	Interim Head of Law and Administration
Contact Officer:	Andrew Bailey
Telephone No:	01785 619212
Ward Interest:	Nil
Report Track:	Economic Development and Planning - 27/06/19 (Only)

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE**27 JUNE 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	Financial	Nil
	Legal	Nil
	Human Resources	Nil
	Human Rights Act	Nil
	Data Protection	Nil
	Risk Management	Nil

6.2	Community Impact Assessment Recommendations	<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 JUNE 2019**

Work Programme - Economic Development and Planning Scrutiny Committee

TUESDAY 27 AUGUST 2019 at 6:30 PM

Minutes of Last Meeting: 27 June 2019
Officer Items by: Friday 9 August 2019
Call-in Deadline: Tuesday 13 August 2019
Member/Public Items by: Wednesday 14 August 2019
Agenda Despatch on: Friday 16 August 2019

Officer Reports	<ul style="list-style-type: none"> • Final Accounts 2018/19 Head of Finance • Performance Update /Budget Monitoring Report Corporate Business and Partnerships Manager /Head of Finance • Work Programme Scrutiny Officer
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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

Officer Reports	<ul style="list-style-type: none"> • Fees and Charges Review 2020 Head of Finance • Performance Update/Budget Monitoring Report Corporate Business and Partnerships Manager /Head of Finance • Work Programme Scrutiny Officer
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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

Officer Reports	<ul style="list-style-type: none"> • Economic Development and Planning Portfolio - General Fund Revenue Budget 2019-20 to 2022-23 and Capital Programme 2019-20 - 2022/23 Head of Finance
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	<ul style="list-style-type: none"> • Work Programme Scrutiny Officer
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
Officer Reports	<ul style="list-style-type: none"> • Performance Update/Budget Monitoring Report Corporate Business and Partnerships Manager /Head of Finance • Work Programme Scrutiny Officer

FUTURE ITEMS	
<ul style="list-style-type: none"> • Draft Economic Growth Strategy Workshop <i>(To Be Held on 18 July 2019)</i> • Head of Development • Stafford Indoor Market Task and Finish Review Head of Operations • Local Plan Update Head of Development 	