

Dear Members

Economic Development and Planning Scrutiny Committee

A virtual of the Economic Development and Planning Scrutiny Committee will be held using [Zoom](#) on **Tuesday 10 November 2020 at 6.30 pm** to deal with the business as set out on the agenda.

To watch the meeting, please follow the instructions below:-

- 1 Log on to Zoom at:- <https://zoom.us/join>
- 2 Enter meeting ID **850 6152 2248** when prompted
- 3 Enter Password **126479** when prompted

Or, to listen to the meeting, please call the following telephone number:-
0131 460 1196

Please note that this meeting will be recorded.

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


Head of Law and Administration

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE

10 NOVEMBER 2020

Chair - Councillor W J Kemp

A G E N D A

- 1 Minutes of 6 October 2020 as published in Digest No 269 on 9 October 2020.
- 2 Apologies
- 3 Public Question Time - Nil
- 4 Councillor Session - Nil
- 5 Members' Item - Nil
- 6 Called In Items - Nil

		Page Nos
7	Officers' Reports	
	ITEM NO 7(a) Economic Recovery - Progress Update	?? - ??
	COUNCILLOR F BEATTY	
	ITEM NO 7(b) Fees and Charges Review 2021	?? - ??
	HEAD OF FINANCE	
	ITEM NO 7(c) Corporate Business Plan 2021 - 2024 Consultation	?? - ??
	CORPORATE BUSINESS AND PARTNERSHIPS MANAGER	
	ITEM NO 7(d) Quarter 2 Performance Reporting	?? - ??
	CORPORATE BUSINESS AND PARTNERSHIPS MANAGER	
	ITEM NO 7(e) Work Programme - Economic Development And Planning Scrutiny Committee	?? - ??
	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)

Report of:	Councillor F Beatty
Contact Officer:	Michelle Smith
Telephone No:	01785 619 335
Ward Interest:	Nil
Report Track:	Econ Dev and Plg 10/11/20 (Only)

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE

10 NOVEMBER 2020

Economic Recovery – Progress Update

1 Purpose of Report

- 1.1 The purpose of this report is to update progress made on the Economic Recovery workstream as part of the Council's response to the COVID-19 pandemic, in particular the Reopening High Streets Safely initiatives.

2 Recommendation

- 2.1 That the report, as set out, is noted.

3 Key Issues and Reasons for Recommendation

- 3.1 The Borough Council has worked in partnership with stakeholders and communities to respond to the COVID-19 pandemic and is now planning the longer term recovery of the Borough.
- 3.2 As set out in the report to Economic Development and Planning Scrutiny on 1 September 2020, the Council's Economic Growth Strategy 2020-2025 (which was developed by stakeholders within the Stafford Growth, Regeneration and Infrastructure Partnership) has been reviewed and the associated Implementation Plan amended to include a focus on economic recovery. The Implementation Plan was reported to Cabinet on 8 October 2020 and the SGRIP group continue to deliver the agreed actions.
- 3.3 From June 2020 the Council were eligible to claim funding via the Reopening High Streets Safely scheme and two new workstreams around business support and marketing were created. Following a period of recruitment and procurement those two areas of work are now up and running.

4 Relationship to Corporate Business Objectives

- 4.1 The Council has a three-year Corporate Business Plan for the period 2018 - 2021 which sets out how we will deliver economic growth and new houses, support our communities and promote the Borough as a great place in which to live, work and visit. The Plan also focuses on how we will continue to make the Council efficient, effective and financially sustainable.
- 4.2 The response to and recovery from COVID 19 supports the delivery of all the corporate business objectives set out in the Corporate Business Plan and this work will be integrated into the next refresh of the business plan.

5 Report Detail

- 5.1 The Economic Recovery workstream comprises an internal Economic Recovery Group (ERG), which brings together relevant officers and elected members from within the Council whilst the Stafford Growth, Regeneration and Infrastructure Partnership (SGRIP) reflects a much wider representation across the public and private sector, including Staffordshire County Council, Staffordshire Chamber of Commerce, Stafford Town Centre Partnership and the Stoke-on-Trent and Staffordshire Local Enterprise Partnership (SSLEP). These two groups therefore represent both internal and external stakeholders and are working together on Economic Recovery for the Borough.
- 5.2 SGRIP are jointly delivering the Stafford Borough Economic Growth Strategy and the Implementation Plan has identified areas of short and medium term support required in response to the COVID 19 pandemic. Since Scrutiny were last updated on the Economic Recovery workstream the following workstreams have been developed by the Borough Council.
- 5.3 The Council are eligible to claim up to £122,000 Re-opening High Streets Safely funding from the European Regional Development Fund (ERDF) to support the safe reopening of high streets, with funds currently available until March 2021. The funding criteria for eligible projects was very strict however two initiatives have been developed that will cover the extent of the funding window.
- 5.4 Two new temporary Business Support Officer posts have been created to provide information and guidance to small and medium sized businesses within Stafford, Stone and Eccleshall. Following a period of recruitment two officers began these roles on 5 October and progress in the last four weeks has been swift.
- 5.5 The purpose of the two posts is to support the sustainable re-opening of town centre businesses, providing ongoing support whilst proactively monitoring the local retail market. To that end 341 businesses have been identified for the team to engage with and to date 34 bespoke one-to-one sessions have already taken place. These aren't simply phone calls or emails

but structured meetings to understand the issues being faced and how we can support our businesses going forwards. In addition, a further 54 contacts were made by our existing Business Engagement Team with businesses in the wider Borough during September and October.

5.6 Even at this early stage of the support programme a number of common issues for High Street businesses have emerged which are summarised as:

- The need to move away from traditional methods of selling
- The need to find ways of attracting customers that don't rely on passing footfall
- The need to understand the value of digital marketing and the power for an online 'shop window'

5.7 The second initiative is a marketing campaign focussed on creating a positive and safe image of the Borough highlighting the retail, leisure and hospitality offerings that we have and to communicate this effectively at a local, regional and national level. This will be a rolling programme for the remainder of 2020, with campaigns planned for both before and after the Christmas period. Rather than a quick fix approach to the challenges faced in our town centres, the campaigns are designed to support the longer term sustainability of our town centres. Following engagement with and incorporating the feedback from the Stafford Town Centre Partnership, Stone Traders and Destination Eccleshall in early November the first of five marketing campaigns will be launched in early December 2020.

5.8 Looking ahead a piece of work is already underway to understand the potential issues that may be faced within the supply chain and identifying what support the Council can provide, particularly to those businesses who may not be eligible for financial support. In addition, the Business Support pages on the Council website are frequently updated to reflect the latest advice and funding available. Despite the challenges facing businesses in the current context (both Covid & Brexit) the Council continues to attract positive enquiries from existing businesses looking to grow and new businesses looking to establish in the Borough.

6	Implications
----------	---------------------

6.1	Financial	Reimbursement will be available for Reopening High Streets Safely expenditure from 1 June 2020 to 31 March 2021 via ERDF grant funding.
	Legal	Legal Services have been supporting progression of the funding agreement.
	Human Resources	Nil
	Human Rights Act	Nil
	Data Protection	Nil
	Risk Management	Nil

<p>6.2 Community Impact Assessment Recommendations</p>	<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> <p>Whilst the initiatives are initially targeted towards the business community supporting our high streets will benefit residents and visitors across the Borough.</p>
---	---

Previous Consideration - Nil

Background Papers - File available in Development.

ITEM NO 7(b)

ITEM NO 7(b)

Report of:	Head of Finance
Contact Officer:	Emma Fullagar
Telephone No:	01543 464720
Ward Interest:	Nil
Report Track:	Econ Dev and Plg 10/11/20 Com Wellbeing 12/11/20 Resources 19/11/20 Council 24/11/20 Cabinet 5/11/20

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE
10 NOVEMBER 2020
Fees and Charges Review 2021

The following report was considered by Cabinet at its meeting held on 5 November 2020 and is submitted to this Committee for consultation.

1 Purpose of Report

- 1.1 The purpose of this report is to propose to the Council the Fees and Charges for 2021.

2 Recommendation

- 2.1 That the proposed Fees and Charges for 2021 which are outside the tolerance level of 3% are recommended to Council for approval.

3 Key Issues and Reasons for Recommendation

- 3.1 The report sets out the proposed changes to Fees and Charges for 2021. As previously communicated the report is on an exception basis and therefore only the following items are included:
- Where a new charge has been introduced
 - The proposed increases is above the annual level of inflation
 - Where the power to set fees and charges has been specifically reserved by the Council

4 Relationship to Corporate Business Objectives
--

4.1 This report supports all of the Council’s Corporate Priorities.

5 Report Detail

5.1 The fees and charges process for 1 January 2021 reflects the exception based reporting requirements. Therefore the booklet only includes the following items:

- Where a new charge has been introduced
- The proposed increases is above the annual level of inflation
- Where the power to set fees and charges has been specifically reserved by the Council

5.2 The parameter for fees and charges inflation is determined as part of the Financial Plan, included earlier on the Agenda. Inflation for fees and charges for 2021-22 is therefore to be set at the forecast change in service costs for 2021-22 of 3%, reflecting not only pay award increases but the annual uplift in pension contributions of 2% per annum. The proposed increases to Fees and Charges to take effect from 1 January 2021 above the 3% tolerance (excluding rounding to the nearest 5 or 10 pence) are contained within the **BOOKLET** as circulated with this agenda.

5.3 For Council run services the guidance that has been given is that inflation is currently running at 3%. However, the increases should be with regard to what the market can bear and set prices accordingly. This may involve charges being frozen or less than the 3% inflation which are not included within the exception report attached.

5.4 A full copy of Fees and Charges is available on the Members Portal.

6 Implications

6.1 Financial	As set out in the report
Legal	As set out in the report
Human Resources	As set out in the report
Human Rights Act	As set out in the report
Data Protection	As set out in the report
Risk Management	<p>The risk issues contained in this report are not strategic and therefore should not be included in the Strategic Risk Register.</p> <p>The level of income generated by the Council from fees and charges is a key risk as a number of the Council’s main income streams are sensitive to adverse economic conditions and can vary significantly as a result.</p>

6.2 Community Impact Assessment Recommendations	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.
--	--

Previous Consideration Cabinet - 5 November 2020
--

Background Papers Files available in Financial Services



Stafford
BOROUGH COUNCIL

**FEES AND CHARGES
2021**

**ECONOMIC DEVELOPMENT
AND PLANNING SCRUTINY
COMMITTEE
10/11/2020**

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>PLANNING</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>
				01-Jan-21 £ - p	Increase %	
<u>Copying Miscellaneous Documents</u>						
Large Copying Operations	*	ZR		*	-	<i>DELETE LINE</i>
<u>Sale of Planning Documents</u>	*	NB		*	-	<i>DELETE LINE</i>
<u>Development Control Policy Documents</u>	*	NB		*	-	<i>DELETE LINE</i>
<u>Planning Printing Charges</u>						
Black and White Copies						
A4 per sheet up to 10 copies	1.10	S	01/01/20	1.15	4.5	
per sheet thereafter	0.10	S	01/04/08	0.10	-	
A2	2.25	S	01/01/20	2.35	4.4	
A1	2.45	S	01/01/20	2.55	4.1	
A0	2.80	S	01/01/20	2.90	3.6	
Colour Copies						
A4 per sheet up to 10 copies	1.50	S	01/01/20	1.55	3.3	
per sheet thereafter	0.25	S	01/01/17	0.25	-	
A1	3.05	S	01/01/20	3.15	3.3	

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>STREET NAMING AND NUMBERING</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>
				01-Jan-21 £ - p	Increase %	
<u>New Build or Redevelopment</u>						
(a) Number and name new properties 6-25 New Developments - per phase	223.00	NB	01/01/20	230.00	3.1	
(c) Additional Charge for naming of a street	224.00	NB	01/01/20	231.00	3.1	
(e) Separate single residential dwelling on existing street	213.00	NB	01/01/20	220.00	3.3	
<u>Existing Properties and/or Streets</u>						
(c) House or building renumbering (inc sub division into flats)	293.00	NB	01/01/20	302.00	3.1	

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>PARKING SERVICES - STAFFORD</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>
				01-Jan-21 £ - p	Increase %	
<u>Short Stay Parking</u>						
Broad Street and Doxey Road						
Monday to Saturday 8am to 6pm						
Up to 1 hour	1.10	S	01/01/20	1.10	-	<i>Parking still in recovery phase from Covid-19 therefore any increase would not be appropriate</i>
Up to 2 hours	1.70	S	01/01/20	1.70	-	
Up to 3 hours	2.60	S	01/01/20	2.60	-	
Up to 4 hours	3.20	S	01/01/20	3.20	-	
Evening Charge - Park after 6pm out before 8am the following day (Hourly charge applies if parked before 6pm)	1.00	S	01/01/20	1.00	-	
Sunday All day 8am to 8am Monday	1.00	S	01/01/20	1.00	-	
<u>Long Stay Parking - All Day</u>						
Gaol Road and North Walls						
Monday to Saturday 8am to 6pm for up to 24 hours						
Evening Charge - Park after 6pm out before 8am the following day (Hourly charge applies if parked before 6pm)	1.00	S	01/01/20	1.00	-	<i>Previously called Goal Road and Lammascote Gyratory Name change approved by cabinet and reflected in published 2020 parking orders</i>
Sunday All day 8am to 8am Monday	1.00	S	01/01/20	1.00	-	

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>PARKING SERVICES - STAFFORD continued...</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>
				01-Jan-21 £ - p	Increase %	
<u>Long Stay Parking - Doxey Road</u>						
1 day	4.40	S	01/01/20	4.40	-	<i>Parking still in recovery phase from Covid-19 therefore any increase would not be appropriate</i>
2 days	8.80	S	01/01/20	8.80	-	
3 days	13.20	S	01/01/20	13.20	-	
4 days	17.60	S	01/01/20	17.60	-	
5 days	22.00	S	01/01/20	22.00	-	
<u>Variable Stay Parking</u>						
<i>Windmill and Victoria Park</i>						
Monday to Saturday 8am to 6pm						
Up to 1 hour	1.10	S	01/01/20	1.10	-	<i>Previously called Castle Hill and Tenterbanks Name change approved by cabinet and reflected in published 2020 parking orders</i>
Up to 2 hours	1.70	S	01/01/20	1.70	-	
Up to 3 hours	2.60	S	01/01/20	2.60	-	<i>Delete note "No season tickets permitted on variable stay car parks"</i>
Up to 4 hours	3.20	S	01/01/20	3.20	-	
Up to 5 hours	4.20	S	01/01/20	4.20	-	
Up to 6 hours	5.50	S	01/01/20	5.50	-	
Over 6 hours to 8 hours	6.50	S	01/01/20	6.50	-	
24 hours	7.50	S	01/01/20	7.50	-	
Evening Charge - Park after 6pm out before 8am the following day	1.00	S	01/01/20	1.00	-	
(Hourly charge applies if parked before 6pm)	1.00	S	01/01/20	1.00	-	
Sunday All day 8am to 8am Monday						

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>PARKING SERVICES - STAFFORD continued...</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>
				01-Jan-21 £ - p	Increase %	
<u>Variable Stay Parking</u>						
Waterfront Multi Storey						
Monday to Saturday 6.30am to 6.00pm						
Up to 1 hour	1.10	S	01/01/20	1.10	-	<i>Parking still in recovery phase from Covid-19 therefore any increase would not be appropriate</i>
Up to 2 hours	2.10	S	01/01/20	2.10	-	
Up to 3 hours	3.10	S	01/01/20	3.10	-	
Up to 4 hours	3.70	S	01/01/20	3.70	-	
Up to 5 hours	4.20	S	01/01/20	4.20	-	
Up to 6 hours	5.50	S	01/01/20	5.50	-	
Over 6 hours to 8 hours	6.50	S	01/01/20	6.50	-	
Over 8 hours to close	8.50	S	01/01/20	8.50	-	
Evening Charge - Park after 6pm out before 12 midnight (Hourly charge applies if parked before 6pm)	1.00	S	01/01/20	1.00	-	
Sunday all day 6.30am to 12.00 midnight	1.00	S	01/01/16	1.00	-	
Overnight parking by arrangement (addition to daily fee due)	6.50	S	01/01/20	6.50	-	
Lost/damaged token (in addition to daily fee due)	14.40	S	01/01/20	14.40	-	
Out of hours call out (in addition to daily fee due)	150.00	S	01/01/20	150.00	-	<i>Delete note "No season tickets permitted on variable stay car parks"</i>

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>PARKING SERVICES - STAFFORD continued...</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>
				01-Jan-21 £ - p	Increase %	
<u>Variable Stay Parking</u>						
Civic Centre and South Walls						
Monday to Saturday 6.30am to 6.00pm						
Up to 1 hour	1.10	S	01/01/20	1.10	-	<i>Parking still in recovery phase from Covid-19 therefore any increase would not be appropriate</i>
Up to 2 hours	2.10	S	01/01/20	2.10	-	
Up to 3 hours	3.10	S	01/01/20	3.10	-	
Up to 4 hours	4.00	S	01/01/20	4.00	-	
Up to 5 hours	6.00	S	01/01/20	6.00	-	
Up to 6 hours	8.00	S	01/01/20	8.00	-	
Up to 8 hours	10.00	S	01/01/20	10.00	-	
Up to 24 hours	12.00	S	01/01/20	12.00	-	
Evening Charge - Park after 6pm out before 6.30am following day (Hourly charge applies if parked before 6pm)	1.00	S	01/01/17	1.00	-	
Sunday all day 6.30am to 12.00 midnight	1.00	S	01/01/17	1.00	-	

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>PARKING SERVICES - STAFFORD continued...</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>
				01-Jan-21 £ - p	Increase %	
Riverside Undercroft						
Monday to Saturday 7am to 6.00pm						<i>Parking still in recovery phase from Covid-19 therefore any increase would not be appropriate</i>
Up to 1 hour short stay	1.10	S	01/01/20	1.10	-	
Up to 2 hours short stay	2.10	S	01/01/20	2.10	-	
Up to 3 hours short stay	3.10	S	01/01/20	3.10	-	
Up to 4 hours short stay	4.00	S	01/01/20	4.00	-	
Up to 5 hours Long stay	6.00	S	01/01/20	6.00	-	
Up to 6 hours Long stay	8.00	S	01/01/20	8.00	-	
Over 6 hours to 8 hours Long stay	10.00	S	01/01/20	10.00	-	
Over 8 hours to close Long stay	12.00	S	01/01/20	12.00	-	
Monday to Saturday park after 6pm to midnight (Hourly charge applies if parked before 6pm)	1.00	S	01/01/16	1.00	-	
Sunday all day 6.30am to 12.00 midnight	1.00	S	01/01/16	1.00	-	
Overnight parking by arrangement (in addition to daily fee due)	6.50	S	01/01/20	6.50	-	
Lost/damaged token (in addition to daily fee due)	14.40	S	01/01/20	14.40	-	
Out of hours call out (in addition to daily fee due)	150.00	S	01/01/20	150.00	-	<i>Out of hours call charge under review</i>

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges



<u>PARKING SERVICES - STAFFORD continued...</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>	
				01-Jan-21 £ - p	Increase %		
<u>Season Tickets - Long Stay Parking</u>							
<i>North Walls and Windmill</i>							
Monthly	55.00	S	01/01/20	55.00	-	<i>Previously called Lammascote Gyatory Name change approved by cabinet and reflected in published 2020 parking orders Sufficient capacity on Windmill car park to reintroduce a proportionate amount of season tickets which will be attractive to commuters and local employees</i>	
3 Monthly	150.00	S	01/01/20	150.00	-		
6 Monthly	265.00	S	01/01/20	265.00	-		
Annually	450.00	S	01/01/20	450.00	-		
<i>Gaol Road, Doxey Road, Fairway and Riverway</i>							
Monthly	47.00	S	01/01/20	47.00	-		
3 Monthly	130.00	S	01/01/20	130.00	-		
6 Monthly	225.00	S	01/01/20	225.00	-		
Annually	385.00	S	01/01/20	385.00	-		
<i>Waterfront Multi-Storey Car Park (Long Stay Section)</i>							
Annually	510.00	S	01/01/20	510.00	-		
Monthly Top Up	53.00	S	01/01/20	53.00	-		
Initial Deposit (refundable) for Monthly Top Up Card	10.00	S	01/01/17	10.00	-		

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>PARKING SERVICES</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>	
				01-Jan-21 £ - p	Increase %		
<u>PARKING SERVICES - STONE</u>							
<u>Short Stay Parking</u>							
Crown Street							
Monday to Saturday 8am to 6.00pm							
Up to 1 hour	0.70	S	01/01/20	0.70	-	<i>Parking still in recovery phase from Covid-19 therefore any increase would not be appropriate</i>	
Up to 2 hours	1.20	S	01/01/20	1.20	-		
Up to 4 hours	2.40	S	01/01/20	2.40	-		
Evening Charge - Park after 6pm out before 8am the following day (Hourly charge applies if parked before 6pm)	1.00	S	01/01/20	1.00	-		
Sunday all day 8am to 8am Monday	1.00	S	01/01/20	1.00	-		
<u>Variable Stay Parking</u>							
Christchurch Way							
Monday to Saturday 8am to 6.00pm							
Up to 1 hour	0.70	S	01/01/20	0.70	-		
Up to 2 hours	1.20	S	01/01/20	1.20	-		
Up to 4 hours	2.40	S	01/01/20	2.40	-		
All Day	3.50	S	01/01/20	3.50	-		
Evening Charge - Park after 6pm out before 8am the following day. (Hourly charge applies if parked before 6pm)	1.00	S	01/01/20	1.00	-		
Sunday all day 8am to 8am Monday	1.00	S	01/01/20	1.00	-		

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>PARKING SERVICES continued...</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>
				01-Jan-21 £ - p	Increase %	
<u>PARKING SERVICES - STONE continued...</u>						
<u>Season Tickets - Long Stay Parking</u>						
Christchurch Way						
Monday to Saturday 8am to 6.00pm						
Monthly	47.00	S	01/01/20	47.00	-	<i>Parking still in recovery phase from Covid-19 therefore any increase would not be appropriate</i>
3 Monthly	130.00	S	01/01/20	130.00	-	
6 Monthly	225.00	S	01/01/20	225.00	-	
Annually	385.00	S	01/01/20	385.00	-	
<u>PENALTY FOR CONTRAVENTIONS</u>						
<u>Lower Level Charges</u>						
Penalty Charge Notice (PCN)	50.00	E	01/04/09	50.00	-	<i>No Increase</i>
Charge - if paid within 14 days	25.00	E	01/04/09	25.00	-	
Charge - if paid within 28 days After notice to owner	50.00	E	01/04/09	50.00	-	
Charge - if paid after 28 days After issue of charge certificate plus £5 administration charge	75.00	E	01/04/09	75.00	-	

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>PARKING SERVICES continued...</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>
				01-Jan-21 £ - p	Increase %	
<u>PENALTY FOR CONTRAVENTIONS continued...</u>						
<u>Higher Level Charges</u>						
Penalty Charge Notice (PCN)	70.00	E	01/04/09	70.00	-	<i>No Increase</i>
Charge - if paid within 14 days	35.00	E	01/04/09	35.00	-	
Charge - if paid within 28 days	70.00	E	01/04/09	70.00	-	
After notice to owner						
Charge - if paid after 28 days	105.00	E	01/04/09	105.00	-	
After issue of charge certificate plus £5 administration charge						
<u>ANCILLARY CHARGES</u>						
<u>Replacement of lost season ticket</u>	12.00	S	01/01/20	12.00	-	
<u>Change of details on season ticket</u>	12.00	S	01/01/20	12.00	-	
<u>Dispensation to park (waiver)</u>						
Per week/per location and multiples thereof	16.50	S	01/01/20	16.50	-	

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Planning and Regeneration Portfolio

Stafford Borough Council

Fees and Charges 2021 - Proposed Charges

<u>MARKETS</u>	£ - p	VAT	Date Set	PROPOSED CHARGE		<u>Rationale for Increase/Decrease</u>	
				01-Jan-21 £ - p	Increase %		
<u>ST. JOHN'S MARKET, STAFFORD</u>							
<u>Stall Rents</u>							
Per week - Category	Market Café	470.00	E	01/01/20	470.00	-	<i>Fees & Charges for the market stay the same for the coming year to provide support in recovering from the effects of the Covid-19 lockdown</i>
	AA	151.50	E	01/01/20	151.50	-	
	A	132.50	E	01/01/20	132.50	-	
	B	118.00	E	01/01/20	118.00	-	
	C	99.00	E	01/01/20	99.00	-	
	D	86.00	E	01/01/20	86.00	-	
	E	72.50	E	01/01/20	72.50	-	
Per day - Casual Rate		26.25	E	01/01/20	26.25	-	
<u>Storage Charges</u>							
Per square metre per week							
(a) Ground floor at rear of stalls		2.30	E	01/01/20	2.30	-	
(b) First floor storage		1.57	E	01/01/20	1.57	-	
(c) Refrigerated storage		2.40	E	01/01/20	2.40	-	
<u>Electricity Supply</u>							
Per unit		0.20	* P or S	01/01/20	0.20	-	
<u>FARMERS MARKET</u>							
(a) Rent of one stall		44.30	E	01/01/20	44.30	-	
(b) Each additional table		5.15	S	01/01/20	5.15	-	

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

ITEM NO 7(c)

ITEM NO 7(c)

Report of:	Corporate Business and Partnerships Manager
Contact Officer:	Tracy Redpath
Telephone No:	01785619195
Ward Interest:	Nil
Report Track:	Cabinet 04/02/2021 Council 23/02/2021

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE
10 NOVEMBER 2020
Corporate Business Plan 2021 – 2024 Consultation

1 Purpose of Report

- 1.1 To present the refresh of the corporate business plan for 2021 – 2024, attached as an **APPENDIX**.

2 Recommendation

- 2.1 That members consider the refresh of the corporate business plan 2021 – 2024.

3 Key Issues and Reasons for Recommendation

- 3.1 This is the second iteration of the corporate business plan in this format and it details the council's aspirations for economic growth, community wellbeing, financial sustainability and incorporates a new business objective that focuses upon climate change and green recovery.
- 3.2 It has been written as the council and their partners are just working their way out of the response to the Covid-19 pandemic and are developing recovery plans in relation to the Economy, Organisation, Community and Financially. The pandemic has had a huge impact on the finances of the council and although there has been some support provided by central government, there will still be a shortfall that needs to be addressed. The work that we do with our partners on recovery and reform will be extremely important if we are to bolster the economy back up and sustain economic growth in our Borough.

- 3.3 In addition to this, there are a number of key issues that are presenting further challenges to us in relation to Brexit and the prospect of further local government reorganisation. There are many unknowns at present in relation to these which is why we are continuing to work with our MP's and partners at a local, regional and national level to lobby central government and advocate the importance of the work that we do.
- 3.4 The draft strategy has been approved by cabinet for a 6 week consultation period and is being submitted to this committee as part of that consultation. Members are encouraged to respond to the consultation which can be accessed via: <https://www.staffordbc.gov.uk/corporate-plan> and the consultation period ends on 13 December 2020.

4 Relationship to Corporate Business Objectives

- 4.1 The plan is the main strategic driver for the authority and sets the direction of travel proposed for the next three years.

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 The plan is designed to be a catalyst for a more joined up way of working which will enable the Council to align all resources in order to maximise our strategic success for the future.
- 5.4 The plan has been refreshed to incorporate a new business objective that specifically focuses upon climate change and green recovery and also takes into consideration the potential impact of Brexit and also further local government reorganisation and devolution.
- 5.5 Delivery plans for each of the business objectives will be formulated once the consultation period has ended and will include performance measures that will be reported to the relevant scrutiny committees.

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 plan has been written with inclusivity in mind and sets out how the Council will work with partners to deliver growth, housing, and support communities. It focuses upon sustainable economic and housing growth to provide jobs and housing; improving the quality of life of local people; green recovery and climate change and to be a well-run financially sustainable organisation.</p> <p>It highlights that over the next 2 – 3 years the council will face a number of challenges in relation to Covid-19, Brexit and Local Government Reorganisation. Although these present a number of unknown challenges, we will need to continue the dialogue with our local MP's and with government to influence the future shape of our services so that we can continue to improve outcomes for our residents.</p>
-----	--	--

Previous Consideration – Cabinet 8 October 2020 - Minute No CAB118/20
--

Background Papers – Corporate Business and Partnerships
--

Stafford Borough Council

Corporate Business Plan

2021 – 2024

Draft

'A prosperous and attractive borough with strong communities'

For Consultation

Foreword

Over the past 3 years we have worked with our partners to create a sustainable and vibrant economy. During the past 12 months this has been hugely affected by the Covid-19 pandemic. Our strong economic base and the ambitious programme of development will help us to recover quicker and stronger than many areas. We will continue to promote a dynamic local economy and enterprise culture and capitalise on opportunities such as HS2 in order to grow our economy and attract further investment.

We want Stafford to be a great place to live and work and we have delivered popular improvements in leisure including:

- **£2.5m investment in Victoria Park**
- **£9m investment in Stone Leisure**
- **£380k investment in Charnley Road Play Area**

(Insert image of Victoria Park/Charnley Road)

In addition to this we are working with, and supporting, our partners to deliver:

- **£62m Stafford Western Access Road**
- **Town Centre Transformation**
- **A new £25m Skills and Innovation Centre at Newcastle and Stafford College**

(Insert image of Stone Leisure)

We also want to ensure that our communities are sustainable and strong and that our residents have access to green open space in order to enjoy healthier lifestyles. Our Climate Change and Green Recovery Strategy outlines how we will reduce carbon emissions from our own activities, how we can work with our communities to raise awareness and promote low carbon initiatives and protect and enhance our biodiversity and wildlife.

The Covid-19 pandemic has brought to the fore how important it is that local authorities have the powers and resources devolved to them to enable them to deliver services to their communities.

The council has worked tirelessly to become financially sustainable and, over the past 3-years, has consistently delivered a balanced budget. Financial sustainability is a workstream under the broader Covid-19 recovery plans of the council which is considering the wider implications of Brexit and further local government reorganisation that is planned. With this in mind, we will continue to lobby and work hard with our local MP's, businesses and residents on these agendas in order to achieve the best possible outcomes for all of our residents and businesses.

**Councillor Patrick Farrington
Leader of the Council**

Introduction

This three-year Corporate Business Plan sets out how we will continue to deliver and sustain economic growth, respect our environment, support our communities and ensure that the borough is a great place in which to live, work and visit. Over the past three years we have been able to deliver some huge projects in the Borough that have benefitted our residents but 2020 will be the year that is remembered by most. The outbreak of Covid-19 has had a devastating effect on the whole Country, on the lives that have been lost, the economy, and the way we now live our lives. During our response to Covid-19 we were able to keep those critical services going and to provide much needed support to those residents who were most vulnerable. Our Covid-19 recovery plans recognised the impact that the pandemic had on different groups such as BAME communities and areas of deprivation so we implemented a new community impact assessment as part of our equalities duty to guarantee that different groups' position in society, accelerating issues of poverty, health and wellbeing are taken into account.

As we now continue to work our way through Covid recovery towards reform, we have taken a strategic look at how the pandemic situation had changed lives on an ongoing basis for residents, businesses and the Council as an organisation. We now have a clear understanding of priorities and are realigning resources to support this. There still remains much uncertainty about the pandemic with lockdown restrictions easing in some areas and being imposed in others and it is likely that this uncertainty will remain until a vaccine is found. Effective planning is, and will continue to be, critical to aiding the recovery of the Borough and the Council over the next few months as we focus on gaining a clear understanding of the challenges of recovery and impact of Covid-19 in the short, medium and longer term. Our plans focus on Economic, Community, Organisational and Financial Recovery and this work been integrated into the objectives of the refresh of this business plan.

In addition to this, there are a number of key issues that are presenting further challenges to us in relation to Brexit and the prospect of further local government reorganisation. There are many unknowns at present in relation to these which is why we are continuing to work with our MP's and partners at a local, regional and national level to lobby central government and advocate the importance of the work that we do. This Corporate Business Plan has been written with those considerations in mind and that we need to continue to deliver and sustain economic growth; protect and safeguard those who are most vulnerable in our society as well as creating the conditions where people can equitably achieve their optimum health; adapt and respond to climate change and green recovery, and make the council financially sustainable. It encapsulates the ethos of collaborative working with new and existing partnerships and sharing of resources in order to improve life and outcomes for all those people who live, work and visit the borough, through joint priorities, plans and opportunities for collaborative commissioning activities.

Insert images

Our Vision

A prosperous and attractive borough with resilient communities

Over the next three years we will focus on the following corporate business objectives:

1. To deliver innovative, sustainable economic and housing growth to provide income and jobs¹.
2. To improve the quality of life of local people by providing a safe, clean, attractive place to live and work and encouraging people to be engaged in developing resilient communities that promote health and wellbeing.
3. To tackle Climate Change by implementing our Climate Change and Green Recovery objectives
4. To be a well-run, financially sustainable and ambitious organisation, responsive to the needs of our customers and communities and focussed on delivering our objectives.

Insert images

¹ In July 2017, the Secretary of State deposited in Parliament the hybrid Bill for Phase 2a of the HS2 railway. This is another step on the pathway to building a route from the West Midlands to Crewe. We will ensure we get the maximum benefits for our economy that this project will bring. But we will continue to work to mitigate the disruption this will have on our communities while helping to making sure that those most affected will be properly compensated.

Borough Profile

Stafford Borough is Staffordshire's largest district, covering an area of approximately 230 square miles and encompasses the towns of Stafford, Stone and Eccleshall as well as many picturesque and vibrant villages.

The Borough is a mainly rural area with a wide range of habitats that include many sites of local, national and some of international importance. In total there are **15 Sites of Special Scientific Interest (SSSIs), two of which are National Nature Reserves.**

Stafford Borough is well connected, you can travel to London in 1.20 hours, Birmingham in 30 minutes and Manchester in 55 minutes.

The population is currently 135,880 and this figure is expected to increase to approximately 142,900 by 2033.

The Borough has an ageing population, with more people living here who are over 65 years; there is a lower proportion of children and young people aged under 24 years of age with average proportions of adults aged 35 – 50 years. The ethnicity of the population is approximately 94% White British, which is comparable to the population of Staffordshire.

Insert infographics (demographics?)

Overall average annual earnings in Stafford Borough are around £1,370 per year higher than the national average and are amongst the higher earning levels in the Staffordshire area. Levels of overall deprivation in the Borough are broadly in line regional averages, but there are four pockets of

considerable deprivation – all ranking in the Top 20% most deprived nationally.

Insert infographics on houses/house prices

There are approximately 60,000 households in the borough which are predominantly owner-occupied.

The average price of a house in Stafford Borough is £184,156². This is above the Staffordshire average price, but below the national and regional average. For those on lower incomes, homeownership is less affordable than both the West Midlands and England. As well as continuing our strong delivery of new housing in the Borough, we will work with partners to ensure we deliver the new affordable housing that is needed and will work closely with private sector landlords to ensure our residents can live in good quality, safe homes.

Insert infographics on visitors/visitor economy

² ONS median price for the Borough as a whole.

Because we are well connected, our local economy benefits greatly from our visitors, whether that be for tourism, leisure or work.

As well as being home to major tourist attractions including the Ancient High House, Stafford Castle, Victoria Park, Trentham Estate, Shugborough and Cannock Chase, the borough also caters for business tourism and conferencing with first class facilities at the County Showground and Yarnfield Park.

Residents of Stafford Borough generally live longer, with the healthy life expectancy in the district better than the national average for both males and females.

Generally people are happy with their local area as a place to live compared to the overall figure for the county. We want to ensure that quality of life is maintained. The Borough is a safe place to be. We will continue working with our partners to focus on a prevention and early intervention approach to tackling crime and anti-social behaviour. Feeling safe and being able to live independently in your own home and surrounding area are vital to our wellbeing. As part of our wellbeing agenda we want to work with all our communities to support them to help themselves.

Stafford Borough has a rich historic culture that is evident whenever you visit here. A good range of leisure and cultural facilities help to bring local people together to enjoy plays, concerts and films. As part of our community wellbeing agenda we want to work together with our communities to continue to create safe and attractive environments which our residents want to occupy and use, creating a strong and positive sense of communal identity. We want to strengthen the relationships we have with our communities and to actively support them in realising their full potential.

We proactively work with our 'Friends of' groups to maintain our local nature reserves and parks, and our Community

Awards recognises the contribution that individuals make to improve their communities and surrounding areas.

We want to ensure that these areas are kept clean and are protected from fly tipping, litter, dog fouling and pests that are harmful to public health.

Insert image of LNR's

Although the funding to local authorities has been substantially reduced in recent years, the council still works to protect front-line services by reducing the cost of the services we provide by cutting waste and looking for different ways to provide services. Examples of this are providing Leisure and Culture Services in partnership with a not for-profit trust, introducing a new separated paper recycling collection service and sharing services with other authorities. We also share the Civic Centre with other organisations to reduce our costs, improve partnership working and make access to services easier for local people.

Insert Image

Corporate Business Objective 1: To deliver sustainable economic and housing growth to provide income and jobs

Over the past three years the council has achieved a considerable amount in terms of economic and housing growth.

We said we would

Facilitate the delivery of 500 new homes in the borough per year with 210 being affordable homes

Deliver key projects and infrastructure proposals that will promote economic growth and investment for the Borough

Work in partnership to generate economic and sustainable growth

Develop a new Local Plan

We delivered

- 600 new homes and 185 affordable home every year
- Processed 94.8% of major applications and 96.1% of non-major applications on time
- Delivered Stone Leisure (phase 1)
- Successfully attained funding of £750k to develop the proposal for the Meecebrook Garden Community
- Appointed consultants to help develop and deliver the masterplan for Stafford Station Gateway
- Submitted a bid to the Future High Streets Fund to support economic growth and sustainability in our high streets
- Formed a new economic growth partnership and developed a multi-agency economic growth strategy
- Developed a Visitor Economy Recovery Plan
- Supported the development of the Stafford Western Access Road
- We are currently working on developing the new Local Plan and have consulted on the issues and options.
- £150k feasibility grant awarded from Highways England for a project that will reconnect people and communities with green spaces and watercourses in their local area (Stafford Brooks Project).
- Continued to monitor HS2 construction works to ensure that any adverse environmental effects are mitigated.

We have continued to deliver housing growth consistently above target for the past four years and cumulatively exceeded our affordable housing target. We have attracted significant inward investment with more than 1,200 jobs been delivered at the £11m Redhill Business Park, and the relocation of Arctrend, who are a lead metal hose and bellows manufacturer, from outside of the Borough to Meaford Business Park in Stone. We have also put in place the

strategic framework to deliver future growth in the Borough, including the Economic Growth Strategy, the emerging new Local Plan, Garden Communities Programme, Future High Streets Fund bid and Stafford Town Centre Strategic Framework.

All four strategic development locations within the adopted Plan for Stafford Borough are now either built and occupied or under construction.

Insert image of Burleyfields here

The Council were awarded £750,000 in March 2019 for a proposed garden community to the north of the Borough, to develop a business case for investment. In January 2020 we launched a consultation on the Issues and Options stage of our new Local Plan which included proposals for new garden communities at seven potential sites in the Borough.

In July 2019 **we were selected as one of only 50 local authorities to go through to the second round of bidding for the Future High Streets Fund** and in June 2020 were able to submit our final business case which includes proposals for transformative change and repurposing of the high street in Stafford. This work forms part of the overarching development strategy for Stafford Town Centre. **Multinational businesses such as GE, St Gobain and Omicron have made significant investments in the borough, contributing to the creation of jobs and also in developing additional manufacturing facilities.** In addition to this we are supporting Newcastle and Stafford College Group in its exciting regeneration proposals for the Earl Street campus which will deliver a new £25m Skills and Innovation Centre. We want to build on this and to attract further investment to draw people to locate here to live and work.

The borough is well connected with two major motorway junctions and also two of the main stops on the west coast mainline. HS2 will only enhance this further and will enable business leaders to travel to London in just over 50 minutes, Manchester in 30 minutes and Birmingham in only 20 minutes. This, together with the access to the M6 and A50, makes the borough an attractive location for businesses to expand or re-locate. We want to ensure that we build high quality developments that provide attractive, well connected places for local people to live and work. Good design of settlements and individual buildings can improve the health, wellbeing and resilience of the general public in various ways, from encouraging physical activity and improving mental health, to creating healthy independent living in safe environments.

Over the next three years we will be faced with some challenges that have been brought about by Brexit and the Covid-19 pandemic but will continue with our focus of supporting future growth in the economy. Covid-19 continues to have, a huge impact on our economy. The impact of the pandemic saw the UK economy contract by a quarter and although much uncertainty still remains, it is predicted that the economy will start to show signs of recovery during the latter part of the year, with GDP predicted to rise slightly from -2.6 to 1.7 (ONS, KPMG Forecasts). The council and our partners continue to assess the long-term impacts of Covid-19 and to develop our Economic Recovery strategy, focusing on understanding the potential impact on the local economy over the short, medium and long-term, identifying Government support and considering local support requirements. We need to develop a granular understanding of the impacts and opportunities generated by the pandemic for different demographics and sectors, work with local businesses to support transition from state support, develop an understanding of new supply and demand trends in order to promote

economic resilience and growth. This will run in parallel with the other recovery workstreams for community, organisation and financial to ensure that cross cutting areas of priority are considered such as working with those residents hardest hit by the pandemic to reskill and secure employment and developing projects and programmes that reflect our aspirations for our society, environment and economy.

Part of our recovery strategy is focused around ensuring that as a borough we have a dynamic local enterprise culture as this is vital for the long-term competitiveness and overall economic success of the borough. In this work we will also include a full assessment of the programmes for key major projects such as the Garden Settlement, Stafford Station Gateway and the Future High Streets Fund/Stafford Town Centre Framework to reflect the impact of the pandemic on the objectives and delivery timescales for these key projects. This work will be undertaken in conjunction with the Stafford Growth, Regeneration and Infrastructure Partnership (SGRIP), which included key stakeholders such as Staffordshire County Council, the Local Enterprise Partnership, the Town Centre Partnership and the Chamber of Commerce.

Over the next three years we will continue to:

- Assess the economic implications for the Borough of the COVID-19 pandemic and Brexit over the medium and long term
- Facilitate the delivery of 500 new homes in the borough per year with 210 being affordable homes
- Deliver key projects and support infrastructure proposals that will create cohesive communities, promote economic growth and investment for the Borough
- Work in partnership to generate economic and sustainable growth for the long-term prosperity of our residents, visitors and businesses
- Develop a new Local Plan that reflects our corporate ambitions for growth, and works in partnership with Parish Councils, other local authorities and key stakeholders

Corporate Business Objective 2: To improve the quality of life of local people by providing a safe, clean, attractive place to live and work and encouraging people to be engaged in developing strong communities that promote health and wellbeing.

The Council continue to make excellent progress to improve the quality of life of local people and have delivered a huge amount that contributes to this. During the past three years we said:

We said we would

Ensure that businesses are compliant with food safety legislation

Investigate enviro-crime complaints within 72hrs of receipt

Encourage households to increase recycling and minimise residual waste

Invest in in the refurbishment of Victoria Park and play areas in the Borough

Deliver the first phase of the Stone Leisure Project

Encourage volunteering to assist with the health and wellbeing of our communities

Provide support for homelessness and rough sleeping

We delivered

- Supported 91% of businesses being compliant with food safety legislation

- Answered 99% of enviro-crime complaints within 72 hours

- Collected 105 kgs of residual household waste and sent 55% of household waste for recycling, reuse and composting.
- Introduced a new blue bag recycling scheme that resulted in improvements in the quality and quantity of paper and cardboard recycled and reduced contamination rates from 15% to 8%.

- Completed the £2.5 million-pound Heritage Lottery Fund refurbishment of Victoria Park and the £380,000 in Charnley Road Play Area

- Completed the £9 million-pound Stone Leisure Centre

- Implemented a successful annual Community Awards
- Supported the voluntary sector in Stafford Borough with the provision of £150k worth of grants and donations
- Implemented and managed a Community HUB in response to Covid-19 that provided support to in excess of 7000 residents

- Implemented the provisions in the new Homeless Reduction Act and have reduced rough sleeping in the Borough
- Implemented Everyone off the Streets in response to Covid-19

During the past 3 years the council has been commended nationally for their work on homelessness and rough sleeping through the introduction of innovative approaches such as setting up a multi-agency inclusion team, developing single support plans with rough sleepers to get them into accommodation and receiving funding for a dual diagnosis worker. The dual diagnosis worker with support rough sleepers with mental health and multiple addiction needs. The council funds a tenancy sustainment officer who provides intensive support to prevent homelessness from occurring and to help get people into sustainable tenancies.

Over the next three years we want to build on this good work and support people to facilitate access to decent homes across a range of tenures which are suitable and affordable for every household's individual circumstances. We have a responsibility to meet the needs of individuals, families, older and disabled people with quality, warm and safe homes that are secure and stable, with the earliest possible help available to prevent homelessness and accidents at home. We will aim to future-proof the housing stock in Stafford across our demographic profile with building and improvements carried out to the best possible standards that will improve the well-being and safety of residents, and that contribute to our climate change objectives.

Insert image

Overall crime rates of recorded crime and anti-social behaviour are below the regional and national averages. However, more young people are experiencing issues with drugs, alcohol, mental health and exploitation, and the over 65 age categories are considered to be vulnerable to issues of fraud. We will be continuing our work with the Community Wellbeing Partnership to tackle these issues over the next three years.

The Covid-19 pandemic has had a huge and lasting impact on our residents and the communities in which they live. On-going restrictions on movement, particularly for vulnerable people has placed additional stress on households and individuals which has resulted in increased loneliness, mental health problems and breakdowns in relationships. In addition to this it has also been widely reported that Covid-19 has had a big impact on different groups such as BAME communities, deprived areas and disabled people so our recovery and reform work has taken into account different groups' position in society, accelerating issues of poverty, increased demand on health, children and adult social care systems and also the economy. We have worked very closely with our partners and developed a community hub model of provision that provided help, support and signposting to our most vulnerable residents. Part of our recovery work will be to look at how we can work in partnership to sustain this in the future and

to work with the voluntary and community sector, our communities, partners and parish councils to support the delivery of social, cultural, environmental and economic outcomes.

Over the next three years we will:

- Work with our communities to continually assess the impact of Covid-19
- Keep the streets and parks clean and attractive for everyone to enjoy
- Support and promote community health and wellbeing to all our residents, businesses, staff and members
- Work with our partners to ensure the borough is a safe place to be at all times
- Work towards everyone having access to safe and suitable accommodation

Corporate Business Objective 3: To tackle Climate Change by implementing our Climate Change and Green Recovery objectives

We have a leadership role in achieving a sustainable climate, but we recognise that we cannot achieve this on our own. We will need to work with, and have the support of, the whole community, as we believe that climate change is everybody's responsibility.

The council has a good reputation for being proactive in respect of climate change and sustainable development. The council has been at the forefront of implementing a number of initiatives that support this agenda. Results from the 2019 Friends of the Earth Survey on how climate-friendly local authorities are, places Stafford Borough Council as first in the county.

In July 2019, we joined with other council in declaring a climate emergency and made the commitment that we would become a carbon neutral authority by 2040. In that commitment we also indicated that we would work with the Government and other elected bodies to determine best practice methods to limit Global Warming to less than 1.5°C and consider how this could be addressed through the Local Plan process. We also stated that we will explore the expansion of community energy with a view to keeping the benefits of our local energy generation in our local economy. The main driver for taking this work forward is through our Climate Change and Green Recovery Strategy that was published in October 2020. When we talk about green recovery we mean aligning economic recovery measures with the achievement of long-term climate change goals in order to work towards a new socio-economic model that is climate-neutral, resilient, sustainable and inclusive; which safeguards the natural assets of geology, soil, air, water and all living things that make up our life support system; capturing the value of nature in our economic planning.

Through our recovery work we will focus on economic growth through the promotion of green jobs and technology and support the creation of cohesive communities that promote vibrancy, protect the environment, encourage healthy living and support community engagement and social capital. The borough is mainly rural area with a wide range of habitats that include many sites of local, national and some of international importance and our green open space is essential to individual wellbeing. We want to conserve and enhance these areas and their characteristic biodiversity for present and future generations as this constitutes the borough's natural capital. The services that natural capital provides are essential for people and wildlife. We will therefore carry out measures to increase accessible green space and enhance our Nature Recovery Network in order to protect and increase our biodiversity, benefit health and wellbeing and provide climate change adaptation.

We want developers to contribute to biodiversity net gain by including habitats in their plans (including wildlife corridors) that are beneficial for wildlife and communities, as well as ensuring the protection and enhancement of internationally, nationally and local designated nature conservation sites. This work will be managed and co-ordinated by the Climate Change and Green Recovery Group who will develop action plans and set targets on how we can achieve what we have set out to deliver.

Over the next three years we will:

- Reduce emissions from our own activities
- Work in partnership with Government, Elected Bodies, Elected Members, Partners, Residents and Businesses across the Borough to take action that contributes to carbon neutrality and sustainable development within communities across the natural environment
- Mitigate and Adapt to Climate Change
- Implement our green recovery objectives

Corporate Business Objective 4: To be a well-run, financially sustainable and ambitious organisation, responsive to the needs of our customers and communities and focussed on delivering our objectives.

The Council approved its medium-term financial plan in XX which considered arrangements for organisational and financial recovery and reform. The budget plan for the next three years focusses upon delivering the four main business objectives: Economic Growth, Community Wellbeing, Climate Change and Financial Resilience and Sustainability. We also want to acknowledge the council's role as a place shaper to facilitate opportunities to utilise land acquisition as a strategic intervention to catalyse sustainable growth.

The Council has delivered a substantial amount of work in relation to this business objective. The Corporate Peer Challenge conducted by the Local Government Association recognised the council as being '**well run and financially managed, a supportive and proactive partner with valued front-line services**'.

Over the past three years we said:

We said we would

Use our resources in the most effective and efficient way to maximise income and reduce cost

Introduce additional ways for our customers to access our services

Ensure those services provided on behalf of the Council by other organisations have effective contract management and procurement process in place

We

- Consistently delivered a balanced budget
- Spent £2.894 million on capital projects in 2019/20 that supported the delivery of improvements to Charnley Road Destination Park, Victoria Park and Stone Leisure Centre
- Facilitated 70% of the workforce to work from home
- Implemented a comprehensive induction programme for members to support them in their roles as community champions
- Implemented a new telephony system
- Implemented a comprehensive communications strategy
- Maintained consistently good levels of customer satisfaction with our contact centre
- Appointed a Contract and Procurement Manager
- Reviewed all existing Council Contracts
- Implemented a contract framework

The next three years are going to be the most challenging for us as a local authority as we work towards recovery and reform and also try to negotiate our way through local government reorganisation and identify the impact of Brexit. The major funding uncertainties in relation to changes to the Local Government Finance Regime and in particular Business Rates and New Homes Bonus remain unresolved. Our financial recovery will focus on providing a financial recovery plan, growth and savings options, evaluations of the financial impact of the on-going response to Covid-19 and the financial resources required to support economic, community and organisational recovery and reform.

However, the Council continues to adopt its proactive financial management to put in measures to respond to these challenges. We will continue to explore other avenues for income generation such as maximising our assets and opportunities for further sharing of services in order to try and achieve financial sustainability. Stafford Borough Council has a responsibility to provide excellent services to the public and value for money to the taxpayer.

Over the next three years we will:

- Use our resources in the most effective, efficient way by focusing on financial recovery and sustainability
- Continue to work towards organisational and transformational recovery and reform

Insert image or infographics

Communications and Engagement

We implemented a new Corporate communications strategy in 2020. That strategy was led by the ambitions within the Corporate Business Plan. It ensures that every major project or key initiative, for example, must have an agreed Communications Plan. The strategy places an emphasis on two-way communications – using relevant channels to share information that residents, businesses, partners and other organisations within our communities need to know. And listening to residents, customers, businesses and others through both formal and informal consultations.

Monitoring and Review

This Corporate Business Plan will run for a period of three years 2021 – 2024. There will be a delivery plan that will sit behind this plan that will be proactively performance managed through our senior management team and elected members by the Council's Cabinet and the Scrutiny Committees. This delivery plan will be subject to an annual review to determine what progress is being made against each of the business objectives.

As part of this process we will ensure that progress is reported to our residents via:

- Publishing progress on the website, social media and the local press
- Sharing our progress with our partners

We will be open and transparent in how we work and conduct consultation and engagement activities for all of our major projects so that we can ensure our residents are able to have their say and be part of the process. This will be evidenced through the completion of Community Impact Assessments which we will publish on our website.

Insert testimonials and images

You can contact Stafford Borough Council in the following ways:

Telephone: 01785 619000

E mail: info@staffordbc.gov.uk

Twitter: @staffordbc

Website: www.staffordbc.gov.uk



This document can be made available in other languages and alternative formats (large print, audio tape, computer disk and Braille) on request from the Contact Centre on telephone: 01785 619000

ITEM NO 7(d)

ITEM NO 7(d)

Report of:	Corporate Business and Partnerships Manager
Contact Officer:	Tracy Redpath
Telephone No:	01785 619 195
Ward Interest:	Nil
Report Track:	Econ Dev and Plg 10/11/2020

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE
10 NOVEMBER 2020
Quarter 2 Performance Reporting

1 Purpose of Report

- 1.1 To provide an update to members regarding performance reporting for Quarter 2 2020 – 2021 for Economic Development & Planning Scrutiny Committee.

2 Recommendation

- 2.1 That the information is noted.

3 Key Issues and Reasons for Recommendation

- 3.1 The performance reporting for Quarter 2 2020 – 2021 for the Economic Development & Planning Scrutiny Committee is detailed at **APPENDIX1**.
- 3.2 During the last quarter work has commenced on recovery planning, however, we continue to provide additional support to residents and businesses as part of the response to Covid-19.
- 3.3 Critical work has been undertaken to support some of the key strategic regeneration projects in relation to Stafford Station Gateway, the Stafford Town Centre Strategic Framework and supporting the development of Meecebrook Garden Community.
- 3.4 In addition to this, the Development Service has supported the consultation process for the Government's 'Planning for the Future' white paper and has also provided support which has facilitated a total of £24 million being paid out to local businesses.

4 Relationship to Corporate Business Objectives

- 4.1 Performance reporting interlinks with all corporate business objectives.

5 Report Detail

- 5.1 As many of you will be aware the Covid-19 pandemic continues to have a huge impact on residents living in the Borough and also businesses operating in the Borough. Officers across the whole Council have been working exceptionally hard to ensure that a broad range of support continues to be provided to residents and businesses at the same time as continuing to keep all of our critical services operating.
- 5.2 The Council in many respects continues to be in the response phase of the pandemic, at the same time as trying to plan for our recovery. This continues to be a challenging time for all; members will note that for quarter 2 performance it has not been possible to obtain some of the data for the performance indicators as officers have been supporting other priority areas. For these indicators, generic statements have been included in those areas.
- 5.3 Officers across the whole of the Development Service have made a significant contribution to the consultation being conducted for the Government's 'Planning for the Future' white paper which was published in August 2020. Timescales for the consultation have been very short which has had an impact on the workload of the teams in the Development Service. This work has had to be completed alongside the annual housing delivery monitoring work, which is also quite a significant piece of work.
- 5.4 Both the Development Management and Land Charges teams continue to deal with high numbers of incoming applications and local searches, and Planning Committees continue to be scheduled fortnightly (rather than the pre-Covid three weekly pattern) to deal with the increase in caseloads.
- 5.5 The Government's business support scheme came to a close in September 2020 and officers in Economic Growth and Revenues and Benefits have successfully paid out more than £24 million to local businesses in the Borough. All of this work has been achieved in the context of providing continued support for the response phase of Covid, planning for recovery and progressing work on key strategic regeneration projects.
- 5.5 Narrative updates are contained within **APPENDIX 1**.
- 5.6 General Fund Budget Monitoring information up to 30 September 2020 is contained within **APPENDIX 2**.

6 Implications

6.1 Financial	The financial implications of individual actions are being reviewed by the lead organisation for each workstream.
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 – Nil

Background Papers – File available in Corporate Business and Partnerships
--

Economic Development & Planning

Performance Indicators

No	Indicator	Responsible Officer	Is good high or low	Q1 Actual	Q1 Target	Q1 Performance	Q2 Actual	Q2 Target	Q2 Performance	Year End forecast	Year end target	Direction of Travel
L11	% Compliance with individual Project Plans	Michelle Smith	H	N/A	100%	Information not collected, service area involved in the response to Covid-19	N/A	100%	Information not collected, service area involved in the response to Covid-19	100%	100%	☹️
L12	% increase in footfall associated with major events in Stafford Town Centre	Michelle Smith	H	N/A	15%	Information not collected, service area involved in the response to Covid-19	N/A	15%	Information not collected, service area involved in the response to Covid-19	15%	15%	☹️
L13	Stafford Retail premises occupancy rates %	Michelle Smith	H	N/A	88%	Information not collected, service area involved in the response to Covid-19	N/A	88%	Information not collected, service area involved in the response to Covid-19	89%	88%	☹️
L14	Stone Retail premises occupancy rates %	Michelle Smith	H	N/A	92%	Information not collected, service area involved in the response to Covid-19	N/A	92%	Information not collected, service area involved in the response to Covid-19	94%	92%	☹️
L15	Completion of Preferred Options Report January 2021	Alex Yendole	N/A	Apr-20	Jan-21	☹️	Apr-20	Jan-21	☹️	Jan-21	Jan-21	☹️
L16	Area of open space to new houses approved	Michelle Smith	H	N/A	100%	Information not collected, service area involved in the response to Covid-19	N/A	100%	Information not collected, service area involved in the response to Covid-19	100%	100%	☹️

Performance direction of travel - Key

Performance 10% or more above target



On Track



Performance 10% or more below target



Q2 Narratives

Ref	Key Deliverable	Responsible Officer	End Date	Performance Symbol	Commentary/Action
1.1.1	Compliance with Housing Delivery reporting	Amanda Holland	Ongoing	☹️	Data now collected and draft report produced to revised timetable.
1.1.2	Continue to supply affordable housing working with Registered Providers and Homes England	Anna Nevin	Ongoing	☹️	There were 76 affordable units delivered in Q2. Since Covid-19 restrictions started to be lifted, developers have largely been able to get back on track with works. There are 177 units in the pipeline to be delivered by the end of the year which would exceed the annual target of 210 affordable homes.
1.1.3	Improve and maintain performance of development management and local land charges from April 2018 for 3 years	Michelle Smith	March 2021	😊	Development Management performance is published based on a rolling 2 year snapshot. As at 30/09/20 performance is as follows: 100% of Major applications processed on time (an increase from 94.8% in Q4; national target is 60%) 96.8% Non-major applications processed on time (an increase from 96.1% in Q4; national target is 70%).
1.2.1	Delivery of the Stafford Town Centre Strategic Framework	Karen Tierney/ Michelle Smith	March 2021	☹️	The Framework is being developed in conjunction with the Future High Streets Fund (FHSF) projects. The FHSF capital bid was submitted in June 2020 with the outcome expected in the Autumn. As the Strategic Framework content will be determined by the outcome of the bid this is now programmed for completion in Winter 2020.
1.2.2	Delivery of the Stafford Station Gateway	Michelle Smith	Ongoing	☹️	The detailed spatial masterplan for Stafford Station Gateway is on track for completion by the end of 2020.
1.2.3	Supporting the development of Meecebrook Garden Community	Maxine Turley	Ongoing	☹️	Governance and partnership arrangements reinforced and remain strong. Visioning work stream, final draft complete and shared with Programme Board. Transport, Transport Strategy completed, Area Impact Assessment completed in draft. Future Mobility future next steps identified. Rail, Client Requirement Document and project remit submitted to Network Rail. Legal support, tender assessments completed procurement process near to completion with appoint due October 2020. Energy, Energy Strategy near completion to be received October 2020. A further funding application has been submitted to Homes England to support work stream development.
1.2.4	Provide support for Stafford Western Access Route From April 2018 for duration of the plan	Michelle Smith	Ongoing	☹️	The Borough Council's financial contribution to the scheme has been completed and officers continue to attend Project Board meetings run by the County Council. On track for scheduled completion Autumn 2021.

Ref	Key Deliverable	Responsible Officer	End Date	Performance Symbol	Commentary/Action
1.2.5	Strategic car parking in Stafford and Stone Phase 1	Michelle Smith	Summer 2021	☹️	Project scoping has begun however future parking requirements and demand are subject to change as a result of Covid-19, therefore this remains under review.
1.2.7	Source and develop new Gypsy and Traveller sites	Alex Yendole	Timescales agreed once milestones are set	☹️	Consultants progressing with a Gypsy and Traveller Needs Assessment. Officers continued work to identify a new gypsy site to deliver future need.
1.3.1	Enable new and existing businesses to grow and build confidence in Stafford as a hub of productivity	Michelle Smith	TBC	☹️	The main area of activity here until September was via the Business Support Grants Scheme. From September a detailed programme of business engagement focuses on tailored support.
1.3.2	Promote our visitor economy to demonstrate the offer in the Borough	Michelle Smith	TBC	☹️	A draft Visitor Economy Recovery Plan has been produced for consideration as part of the wider Economic Recovery workstream.
1.3.3	Unlock economic opportunities in our rural areas	Michelle Smith	TBC	☹️	28 clusters of rural business groups have been identified with firms being supported on funding searches; engagement with 45 rural businesses in September. An economic profile of rural businesses is being developed and targeted support for those businesses not eligible for grants.
1.3.4	Develop access to lifelong learning to create a local workforce with specialist skills that can respond to growth ambitions	Michelle Smith	TBC	☹️	University of Wolverhampton Lifelong Learning business support course attracted 44 attendees. Continuing to work with Countywide Redundancy Taskforce to support upskilling those facing redundancy and the Chamber of Commerce to raise awareness of potential financial support.
1.4.1	Revise and refresh the Local Plan	Alex Yendole	Adoption of new Local Plan (2022/23)	☹️	New Local Plan issues and options consultation closed 21 April 2020, responses published and evidence base updated. Stone Neighbourhood Plan Referendum scheduled for May 2021 due to Covid-19. Doxey Parish designated as Neighbourhood Plan area. Planning White Paper proposals being considered.
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) consultation responses processed & final SPD being prepared.
1.5.2	Stafford Brooks Project	Bill Waller	TBC	😊	Highways England has requested a 6 month feasibility study. Work is underway to secure a consultant to undertake this work by March 2021.

Ref	Key Deliverable	Responsible Officer	End Date	Performance Symbol	Commentary/Action
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	☹️	No change, still awaiting Bill to be passed and no timescale known.
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	☹️	The Service continues to be consulted by Kier, the contractor for the Smart Motorways work in connection with verge treatments and piling operations. Works have commenced between Junctions 13 and 14 where there are more residential properties adjacent to the motorway. Discussions are continuing with the HS2 Phase 2a Planning Forum – Environmental Health Subgroup, of which our 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. The next meeting is planned for November 2020 and discussions concerning controls that can be applied to construction work using section 61 of the Control of Pollution Act 1974 will be discussed further.

Performance direction of travel - Key

Exceptional



On Track



Below what it should be



ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE

10 NOVEMBER 2020

Performance Update

GENERAL FUND - BUDGET MONITORING TO 30 SEPTEMBER 2020

The Council agreed a Net Spending Budget for 2020/21 of £17.133 million in February 2020 when the Council Tax was set for the year of this figure the net Revenue Budget covered by this committee is £404,000. The profiled budget to the end of September 2020 is £296,000. The monitoring position for the first six months of 2020/21 is illustrated in the following table:

Portfolio	Original Budget 2020/21	Approved Budget 2020/21	Profiled Budget to 30 Sept	Actual Spend to 30 Sept	Variance from profiled budget	Forecast Outturn
	£000	£000	£000	£000	£000	£000
Planning & Regeneration	404	404	799	1,520	721	1,771

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

Planning and Regeneration

There is an unfavourable variance of approximately £721,000 on this portfolio. This is primarily due to:-

- Parking reduced income £817,000
- Markets reduced income £51,000
- Land charges reduced income £36,000
- Farmers markets reduced income £16,000

Offset by

- Staffing variations (£34,000)
- Reduced utility and cleaning costs Off street parking (£43,000) and Markets (£8,000)
- Reduced land charges SCC search fees (£27,000)
- Supplies and services general underspends (£46,000)
- Reduced transport costs (£10,000)
- Development Management additional income (£38,000)

Forecast Outturn 2020/21

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 £1.367 million higher than expected, primarily as a result of anticipated reduction in income (parking £1,368,480 and markets £108,380). This is before the Government's proposed scheme of reimbursement of 75 pence in the pound for fees and charges losses above 5%.

Detailed monitoring

ANNEX 1 sets out the revenue budget monitoring position to the 30 September 2020 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 September 2020 on the capital schemes is reported at **ANNEX 2**.

PERFORMANCE UPDATE - PLANNING AND REGENERATION PORTFOLIO

Budget Monitoring 2020-2021 - Period 6 - September

	Latest Budget	Budget to Date	Total Spend to Date	Variance from Budget to Date		Forecast Outturn	Comments (variances > 10% and £5,000)
	£	£	£	£	%	£	
Management and Support							
Expenditure	519,360	254,549	210,217	(44,332)	(17.4%)	491,460	Staffing vacancy (£28k) and reduced supplies and services spend (£15k)
Income	(27,710)	(10,405)	(7,295)	3,110	(29.9%)	(18,520)	
Net	491,650	244,144	202,922	(41,222)		472,940	
Building Control							
Expenditure	144,110	72,054	71,071	(983)	(1.4%)	144,110	
Net	144,110	72,054	71,071	(983)		144,110	
Development Management							
Expenditure	1,059,130	574,050	576,506	2,456	0.4%	1,071,030	
Income	(839,040)	(564,125)	(601,931)	(37,806)	6.7%	(882,940)	
Net	220,090	9,925	(25,425)	(35,350)		188,090	
Forward Planning							
Expenditure	462,580	189,732	198,536	8,804	4.6%	473,480	
Income	(134,250)	-	-	-	n/a	(134,250)	
Net	328,330	189,732	198,536	8,804		339,230	
Land Charges - Local Searches							
Expenditure	120,020	96,943	70,390	(26,552)	(27.4%)	92,620	Reduced SCC search fees
Income	(120,020)	(72,746)	(37,175)	35,571	(48.9%)	(84,420)	Reduced income due to activity
Net	-	24,197	33,216	9,019		8,200	

PERFORMANCE UPDATE - PLANNING AND REGENERATION PORTFOLIO

Budget Monitoring 2020-2021 - Period 6 - September

	Latest Budget	Budget to Date	Total Spend to Date	Variance from Budget to Date		Forecast Outturn	Comments (variances > 10% and £5,000)
	£	£	£	£	%	£	
Off Street Parking Services							
Expenditure	1,427,620	1,092,188	1,055,618	(36,570)	(3.3%)	1,399,520	
Income	(2,771,080)	(1,270,204)	(453,673)	816,531	(64.3%)	(1,402,600)	General car parks £426k, Waterfront £233k and Riverside undercroft £158k
Net	(1,343,460)	(178,016)	601,944	779,960		(3,080)	
Land & Properties							
Expenditure	66,450	38,327	38,375	48	0.1%	66,450	
Income	(57,640)	(26,884)	(25,530)	1,355	(5.0%)	(57,640)	
Net	8,810	11,442	12,845	1,403		8,810	
Economic Growth and Strategic Projects							
Expenditure	1,320,540	411,944	374,738	(37,207)	(9.0%)	1,289,040	Staffing vacancy (£32k) and minor variations
Income	(840,280)	(56,246)	(56,266)	(20)	0.0%	(840,280)	
Net	480,260	355,698	318,472	(37,227)		448,760	
Borough Markets							
Expenditure	334,990	196,037	163,467	(32,571)	(16.6%)	316,390	Reduced premises costs (£8k) and supplies and services (£22k)
Income	(260,540)	(126,281)	(56,637)	69,645	(55.2%)	(152,160)	Reduced income due to covid closure
Net	74,450	69,756	106,830	37,074		164,230	
Portfolio Total	404,240	798,933	1,520,411	721,478		1,771,290	

PERFORMANCE UPDATE - PLANNING & REGENERATION CAPITAL PORTFOLIO

Budget Monitoring 2020-2021 - Period 6 - September

	Latest Budget	Budget to Date	Total Spend to Date	Variance from Budget to Date		Forecast Outturn	Comments
	£	£	£	£	%	£	
GROWTH POINT	50,000	-	-	-	n/a	50,000	
STAFFORD TOWN CENTRE ENHANCEMENTS	18,440	-	-	-	n/a	18,440	
PEARL BROOK PATH IMPROVEMENTS	75,000	-	-	-	n/a	75,000	
STAFFORD WESTERN ACCESS ROUTE	2,500,000	2,500,000	2,500,000	-	0.0%	2,500,000	Contribution paid
GYPSY AND TRAVELLER SITE	150,000	-	-	-	n/a	150,000	No viable site yet identified
Portfolio Total	2,793,440	2,500,000	2,500,000	-		2,793,440	

ITEM NO 7(e)

ITEM NO 7(e)

Report of:	Head of Law and Administration
Contact Officer:	Andrew Bailey
Telephone No:	01785 619212
Ward Interest:	Nil
Report Track:	Econ Dev and Plg 10/11/2020 (only)

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE

10 NOVEMBER 2020

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 Business Objectives

- 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>
-----	--	---

Previous Consideration - Nil

Background Papers – File available in Law and Administration

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE**10 NOVEMBER 2020****Work Programme - Economic Development and Planning Scrutiny Committee****THURSDAY 17 DECEMBER 2020 at 6:30 PM**

Minutes of Last Meeting:	10 November 2020
Officer Items by:	Wednesday 25 November 2020
Call-in Deadline:	Tuesday 15 December 2020
Member/Public Items by:	Monday 7 December 2020
Agenda Despatch on:	Wednesday 9 December 2020
Officer Reports	<ul style="list-style-type: none"> • COVID-19 Recovery Head of Development • Economic Development and Planning Portfolio - General Fund Revenue Budget 2020-21 to 2023-24 and Capital Programme 2020-21 - 2023-24 Head of Finance • Work Programme Scrutiny Officer

TUESDAY 9 FEBRUARY 2021 at 6:30 PM

Minutes of Last Meeting:	17 December 2020
Officer Items by:	Monday 25 January 2021
Call-in Deadline:	Tuesday 26 January 2021
Member/Public Items by:	Thursday 28 January 2021
Agenda Despatch on:	Monday 1 February 2021
Officer Reports	<ul style="list-style-type: none"> • New Local Plan Update Head of Development • Performance Update/Budget Monitoring Report Corporate Business and Partnerships Manager /Head of Finance • Work Programme Scrutiny Officer

FUTURE ITEMS

- **Economic Development Strategy**
Head of Development
- **Economic Growth Strategy**
Head of Development
- **Garden Communities Project**
Head of Development