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Dear Members

Community Services Scrutiny Committee

A meeting of the Community Services Scrutiny Committee will be held in the **Craddock Room, Civic Suite, Civic Centre, Riverside, Stafford on Tuesday 23 June 2015 at 6.30pm** to deal with the business as set out on the agenda.

Please note that this meeting will be recorded.

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

A.R. Well

Head of Law and Administration

**COMMUNITY SERVICES SCRUTINY COMMITTEE -
23 JUNE 2015**

Chairman Councillor R P Cooke

A G E N D A

- 1 Minutes of 26 February 2015 as published in Digest No 205 of Friday 6 March 2015
- 2 Apologies
- 3 Public Question Time - Nil
- 4 Councillor Session - Nil
- 5 Members' Item

Councillor C A Baron has submitted the following items under Paragraph 2.8 of the Scrutiny Committee Procedure Rules:-

“Numerous people have approached me to complain about the extra 50p charge when they go to the Gatehouse Theatre to purchase tickets for shows. I quite understand the old £1 charge when booking tickets by telephone or on line, however, I understand that this charge has been discontinued and the 50p charge across the board introduced.

Could the officers please tell us:

- 1 When this change was made
- 2 Who authorised it
- 3 Why didn't it come to committee
- 4 Is this really fair on those organisations such as
 - (a) The Music Festival
 - (b) Stafford Players
 - (c) Castle Players

to name but a few who advertise their productions at a certain price and when people go in to purchase tickets they have to pay an extra 50p. Is it fair on the community who love the theatre and who shouldn't have to pay more than the advertised amount?

- 6 Called In Items

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Membership

Chairman Councillor R P Cooke

C A Baron	D B Price
R J Barron	J K Price
G R Collier	G O Rowlands
R P Cooke	P Roycroft
M E Jennings	R M Sutherland

Cabinet Members:-

Councillor F Beatty - Planning and Regeneration
Councillor J M Pert - Community
Councillor F A Finlay - Environment and Health
Councillor R M Smith - Leisure

ITEM NO 7(a)**ITEM NO 7(a)**

Report of:	Head of Planning and Regeneration
Contact Officer:	Alex Yendole
Telephone No:	01785 619536
Ward Interest:	Nil
Report Track:	Community 23/6/15 (Only)

COMMUNITY SERVICES SCRUTINY COMMITTEE

23 JUNE 2015

The Plan for Stafford Borough: Part 2 - Proposals Document

1 Purpose of Report

- 1.1 This paper provides an overview of the 'Plan for Stafford Borough: Part 2 - Proposals' document which is now out for public consultation. The proposals consultation seeks views on the proposed settlement boundaries and policies that will form the second part of the Local Plan.
- 1.2 The Plan for Stafford Borough was adopted on 19 June 2014 and is the first part of the new Local Plan for Stafford Borough. Following adoption of the Plan for Stafford Borough work can now progress on the Plan for Stafford Borough: Part 2 in order to complete the Local Plan. The Council has produced a revised Strategic Housing Land Availability Assessment, and is updating other aspects of the evidence base to support the Plan for Stafford Borough: Part 2. Alongside this process Council officers are also supporting the production of Neighbourhood Plans.
- 1.3 The Council has drafted the Plan for Stafford Borough: Part 2 Proposals document, which sets out proposed boundaries and also contains proposed policies for a number of other topic areas; namely retail frontages, and gypsies and traveller provision.
- 1.4 This public consultation exercise seeks responses from the local community on the proposals within Part 2 of the Plan for Stafford Borough. Responses are being sought on this consultation document for a six week period until 12 noon on Wednesday 15 July 2015.

- 1.5 The Proposals stage is the first stage in producing the Plan for Stafford Borough: Part 2. The timetable for production of this document is shown below and contained within the latest Local Development Scheme:-

Document Stage	Target date
Commencement	Under way
Proposals consultation	June / July 2015
Publication (seeking reps for examination)	December 2015
Submission to Secretary of State	April 2016
Examination	July 2016
Adoption	December 2016

- 1.6 The Proposals consultation stage lasts for 6 weeks and includes the following:-
- Notifying Parish Councils, Members and key stakeholders of publication of the document, and providing an opportunity to make representations.
 - Copies of the document provided to all libraries and at the Civic Centre.
 - Availability to view the document and supporting documents via the Council's web-site.
 - The opportunity to make representations via the web-site, by email or on paper.
- 1.7 The Plan for Stafford Borough: Part 2 - Publication version will be prepared following consideration of the responses to this consultation exercise. The revised Plan will then be subject to a further 6 week consultation as required by the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008, prior to submission for independent Examination. The Plan will then be assessed through an independent Examination process to determine if the Plan is 'sound', based on whether it has been positively prepared, is justified, effective and consistent with national policy. Following the Examination process the Council adopt the second part of its Local Plan - the Plan for Stafford Borough: Part 2.

2 Contents of the Document

- 2.1 There are four key policy areas in the Plan for Stafford Borough: Part 2, as set out below:-
- Settlement proposals (incorporating settlement boundaries)
 - Retail boundaries
 - Recognised Industrial Estates boundaries
 - Gypsies, travellers and travelling show people provision

Settlement Proposals

- 2.2 The Plan for Stafford Borough set out a sustainable settlement hierarchy of towns and villages that would receive the majority of growth over the Plan

period to 2031. Spatial Principle 7 (SP7) of the Plan sets out criteria by which Settlement Boundaries would be established for each of these settlements.

- 2.3 The principal function of a settlement boundary is to provide developers and the public with a clear indication of where development will and will not be acceptable. To this end, the settlement boundary indicates the precise development limit, outside of which land is regarded in policy terms as open countryside. The settlement boundary confers within it a general presumption in favour of proposals for development where it is consistent with other policies. Therefore land allocated or considered acceptable, in principle, for development is included within the boundary.
- 2.4 The Plan for Stafford Borough: Part 2 - Proposals contains a proposed boundary for each of the settlements in the sustainable settlement hierarchy. The Proposals document also sets out proposed areas of Protected Land within these boundaries. The identified areas are accompanied by proposed policies to apply to areas identified on the Inset Maps as either “community facilities”, “local green space” or “protected employment areas”.

Retail boundaries

- 2.5 The National Planning Policy Framework requires authorities to set out policies to support retail development, and maintain the viability and vitality of town centres. The Plan for Stafford Borough contains some policies which guide retail development in the Borough, but indicates that the need for specific retail frontage policies would be considered in the Plan for Stafford Borough: Part 2.
- 2.6 The Proposals document identifies primary and secondary retail frontages for Stafford and Stone. It sets out the advantages and disadvantages of adopting a retail policy covering these areas, and seeks views on the necessity and value of adopting such a policy approach.
- 2.7 This section also identifies the specific location of Eccleshall Local centre, and a range of neighbourhood and village shops on the policy inset maps.

Recognised Industrial Estates boundaries

- 2.8 The Plan for Stafford Borough identifies six Recognised Industrial Estates:-
- Hixon
 - Hixon Airfield
 - Ladfordfields
 - Moorfields
 - Pasturefields
 - Raleigh Hall
- 2.9 Moorfields RIE is the subject of Policy E5 in the Plan for Stafford Borough being a Major Developed Site within the North Staffordshire Green Belt, the

boundary for which is shown on the Plan for Stafford Borough inset map 7. Proposed boundaries for the remaining five RIEs are identified within the Plan for Stafford Borough: Part 2 Proposals document.

Gypsies, travellers and travelling show people provision

2.10 The Plan for Stafford Borough contains a policy regarding provision for Gypsies, travellers and travelling show people (Policy C6). The supporting text to this policy indicates that the necessity for allocating sites to meet this need would be considered in the Plan for Stafford Borough: Part 2 document. The Proposals document explains that due to a site at St Albans Road now having planning consent the remaining requirement over the Plan period is now for only 8 pitches. It is anticipated that this small number of pitches can be provided through windfall sites prior to 2031, and therefore no further allocation is required for gypsy and traveller sites. One of the consultation questions seeks views on this approach.

6 Implications	
6.1 Financial	None identified
Legal	Correct procedures must be followed at all stages if a legal challenge is to be avoided.
Human Resources	None identified
Human Rights Act	None identified
Data Protection	None identified
Risk Management	Absence of the Plan for Stafford Borough Part 2 will impact negatively on our ability to ensure that new development takes place to deliver growth across the Borough in line with the adopted Plan.
6.2 Equality and Diversity	<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	
<p>Background Papers - Available to view on the Borough Council's web-site at http://www.staffordbc.gov.uk/plan-for-stafford-borough-part-2 Alternatively a hard copy is available for reference purposes in the Members Room or from the Forward Planning section.</p>	

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

Report of:	Head of Planning and Regeneration
Contact Officer:	Amanda Turner
Telephone No:	01785 619537
Ward Interest:	Nil
Report Track:	Community 23/6/15 (Only)

COMMUNITY SERVICES SCRUTINY COMMITTEE**23 JUNE 2015****Community Infrastructure Levy - Preliminary Draft Charging Schedule****1 Purpose of Report**

- 1.1 This briefing paper sets out progress on the Community Infrastructure Levy (CIL) in Stafford Borough and, in particular, the details of the CIL Preliminary Draft Charging Schedule consultation.
- 1.2 Following on from the Cabinet's approval in September 2014 to move forward with the implementation of CIL, the Forward Planning team have established the evidence base and launched the Preliminary Draft Charging Schedule for public consultation.
- 1.3 The Preliminary Draft Charging Schedule has been prepared in accordance with the Community Infrastructure Levy Regulations 2010 (as amended) in order to establish charging rates for new development across Stafford Borough to deliver infrastructure projects. Prior to formal Examination a Charging Schedule must be consulted upon through a two stage process; the first stage is the Preliminary Draft Charging Schedule followed by the Draft Charging Schedule. The following draft charging rates are currently being consulted upon through the Preliminary Draft Charging Schedule:-

Preliminary Draft Charging Schedule Rates - Residential (Assuming current affordable housing requirements and strategic infrastructure coming forward on the Strategic Development Locations)

Area	Charging rate per square metre (Gross Internal Floorspace)
Within the northern area of Stafford - including the North Stafford Strategic Development Location	£0
Within and adjacent to Stafford and Stone, but excluding the northern	£40

Area	Charging rate per square metre (Gross Internal Floorspace)
area of Stafford - including the West Stafford Strategic Development Location	
All other areas - sites of 12 or more units	£70
All other areas - sites of 11 or fewer	£100
Older People's Housing	£0

Note: Older People's housing is not viable for the CIL charge. It is defined as sheltered housing and extra-care housing.

Preliminary Draft Charging Schedule Rates - Other Uses

Development Type	Charging rate per square metre
Supermarkets (including discount supermarkets)¹.	£100
Retail warehouses².	£100

2 Progress to Date and Current Position

What is the Community Infrastructure Levy and why is it being introduced?

- 2.1 Details of the Community Infrastructure Levy were introduced by legislation in 2010. The CIL is a charge that can be levied on planned developments to support the infrastructure needs of an area as defined by the Plan for Stafford Borough. In September 2014 Cabinet agreed to implement a new tariff to complement existing funding streams.
- 2.2 The CIL charge is being introduced because the rules on the use of Section 106 agreements have recently changed. As of April 2015 it is no longer possible to pool more than five Section 106 agreements to support a specific project for local infrastructure needs, such as a new school or leisure facility. In addition, Section 106 agreements are being scaled back to those that are directly related to the development in question.
- 2.3 The CIL regime enables funds to be pooled for infrastructure projects that will support the growth of the Borough.

¹ Supermarkets are shopping destinations in their own right, where weekly food shopping needs are met and which can also include non-food floorspace as part of the overall mix of the unit. The majority of custom at supermarkets arrives by car, using the large adjacent car parks provided.

² Retail warehouses are large stores specialising in the sale of comparison goods catering for mainly car-borne customers.

- 2.4 In terms of process, a CIL tariff is expected to be simpler to operate and will be more transparent to the development industry who will be able to calculate their costs up-front.
- 2.5 It is important to note that CIL will not replace Section 106 agreements and other funding streams for infrastructure, but is being introduced to complement them.

The CIL process

- 2.6 When introducing a CIL charge there are statutory procedures that have to be followed. In the first instance it is necessary to demonstrate that CIL is needed in the area to meet an identified infrastructure funding gap, and that a CIL charge is viable on new developments (i.e. there is enough profit margin in a development for the developer to afford to pay the charge). The Government is very clear that the introduction of CIL must not compromise development coming forward.
- 2.7 Having established the evidence base a Preliminary Draft Charging Schedule has now been produced and is being consulted upon containing the proposed CIL rates. Following consideration of responses, the Draft Charging Schedule is then consulted upon prior to submission for a public examination by a planning inspector. Following receipt of the Inspector's Report the Charging Schedule can then be adopted and implemented.

The infrastructure funding gap

- 2.8 Technical work that has been produced shows that the infrastructure costs needed to support the delivery of the Local Plan and growth agenda in the Borough are around £180 million. There are identified funding sources of approximately £120 million with a funding shortfall of around £60 million. CIL is expected to meet some, but not all, of that funding shortfall.

The viability evidence base and the proposed rates

- 2.9 A viability study has been completed which sets out which types of developments in Stafford Borough can sustain a CIL charge alongside other policy requirements. The findings suggest that residential and certain types of retail developments can support a charge. The full analysis is set out in a report produced by HDH Planning in March 2015 - Community Infrastructure Levy (CIL) Viability Study.
- 2.10 The study concludes that the rates set out in Section 3 earlier in this report are viable.
- 2.11 These rates are carried forward into the Preliminary Draft Charging Schedule and are being consulted. In compliance with Government guidance these provide an appropriate balance and do not undermine development viability. They provide sufficient 'headroom' to allow for unexpected increases in

development costs, and are also comparable to neighbouring authorities (**APPENDIX**).

The preliminary draft charging schedule

2.12 The Preliminary Draft Charging Schedule is set out in a booklet which is available on request. The Schedule contains a summary of the background material and evidence base, the draft CIL rates, and the process for payment and exemptions.

How much money will CIL generate?

2.13 Two scenarios have been examined to estimate the potential CIL income between 2016 and 2031. After adoption of the CIL regime, if an additional 1,000 dwellings are built CIL will generate around £3 million. If 2,000 dwellings are built CIL will generate around £6 million.

2.14 If this is viewed in the context of the infrastructure funding gap CIL will contribute between 5% and 10% of the current funding gap.

What will the money be spent on and how will the money be distributed?

2.15 A Regulation 123 list is currently being prepared containing the projects that CIL will be spent on. The Regulation 123 list will be consulted on as part of the Draft Charging Schedule.

2.16 The Regulation 123 list will include any additional infrastructure that is required to support the implementation of the Local Plan that cannot be funded through Section 106 agreements. Types of infrastructure likely to be included on the Regulation 123 list include:-

- Critical infrastructure needed to support the delivery of the Plan for Stafford Borough
- Transport infrastructure needed to deliver sites and enable accessibility that cannot be provided by other funding mechanisms
- Educational infrastructure, including schools and extensions to existing schools, that cannot be provided through specific S106 agreements
- Open space, sport and recreation infrastructure that cannot be provided through other funding streams
- Cannock Chase Special Area of Conservation mitigation projects

2.17 Parish and town councils will receive between 15-25% of the CIL funds generated in their area (15% if there is no adopted Neighbourhood Plan and 25% if there is an adopted Neighbourhood Plan) . Parish and Town Councils will be able to spend the money on local infrastructure priorities, including those identified in neighbourhood plans.

2.18 The Council will make decisions on which projects will receive funding from those on the Regulation 123 list, through engagement with key stakeholders. Therefore the Regulation 123 list will not be in a priority order. Further details

about the decision-making mechanism for the distribution of CIL funds on an annual basis to individual projects will be the subject of a separate document.

Relationship between CIL, Section 106 and other funding streams

2.19 It is important to note that CIL will not replace existing on-site planning obligations such as affordable housing. There will be a combination of S106 obligations, S278 Highway works obligations, CIL and other funding streams to fund infrastructure needs (e.g. Government funds). CIL is intended to 'bridge' the funding gap that cannot be met by other means to support the development of the Local Plan. There can be no 'double dipping' on funding, meaning that developers cannot pay for the same piece of infrastructure twice. In practice, this means that any item of infrastructure contained on the S123 list cannot be funded through Section 106 or Section 278 obligations.

Next steps and timetable

2.20 The Preliminary Draft Charging Schedule is currently out for consultation until 12 noon on Wednesday 15 July 2015. Following this, consultation responses will be considered by the Council and the charging schedule amended to produce the Draft Charging Schedule. The Draft Charging Schedule will then be subject to public consultation before it is submitted for independent Examination in the Autumn 2015. It is expected that CIL will be approved and implemented during 2016.

6 Implications	
6.1 Financial	The costs of producing and administering CIL can be covered through subsequent receipts.
Legal	Correct procedures must be followed at all stages if a legal challenge is to be avoided.
Human Resources	There will be staff resource implications for a number of departments in producing the CIL regime.
Human Rights Act	None identified.
Data Protection	None identified.
Risk Management	Absence of a CIL regime will impact negatively on our ability to ensure that infrastructure is in place to service growth in the Borough.
6.2 Equality and Diversity	<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 - Minute No CSC23 - 14 November 2014

Background Papers - Available to view on the Borough Council's website at <http://www.staffordbc.gov.uk/community-infrastructure-levy-cil> Alternatively a hard copy is available for reference purposes in the Members Room or from the Forward Planning section.

COMMUNITY SERVICES SCRUTINY COMMITTEE

23 JUNE 2015

Community Infrastructure Levy - Update

CIL rates of neighbouring authorities		
Shropshire ³	Adopted January 2012	Residential Shrewsbury and Market Towns £40/m ² Elsewhere £80/m ² Other development £0/m ²
Newcastle-Under-Lyme ⁴	PDCS published Summer 2013 Work suspended	Four residential zones of £0/m ² , £20/m ² , £50/m ² and £80/m ² . All retail £100/m ² . On the 11 December, 2013, the Council resolved to prepare a joint Local Plan in partnership with Stoke- on-Trent City Council and at the same time work was suspended on introducing a Community Infrastructure Levy charge.
Stoke-on-Trent ⁵	Consulted on PDCS June 2013	Four residential zones of £0/m ² , £20/m ² , £50/m ² and £80/m ² . All retail £100/m ² .
Staffordshire Moorlands ⁶	On Hold	Evidence prepared in January 2013
East Staffordshire ⁷	No published timetable	Viability evidence prepared early 2014
Lichfield and Tamworth ⁸	Consulted on PDCS in March 2013	Residential Higher zone £50/m ² Lower zone £30/m ² Retail Supermarkets £160/m ² Neighbourhood convenience £35/m ² Retail warehousing £100/m ²
Cannock Chase ⁹	Submitted	Residential Retirement £0/m ² All other housing £40/m ² Retail Foodstores >280m ² £60/m ² All other retail £0/m ²
South Staffordshire		Preparing viability evidence

³ [http://shropshire.gov.uk/planning-policy/what-is-the-community-infrastructure-levy-\(cil\)/cil-charging-schedule/](http://shropshire.gov.uk/planning-policy/what-is-the-community-infrastructure-levy-(cil)/cil-charging-schedule/)

⁴ http://www.newcastle-staffs.gov.uk/planning_content.asp?id=SX908F-A7814159&cat=1559

⁵ <http://www.stoke.gov.uk/ccm/content/planning/planning-general/local-development-framework/community-infrastructure-levy-cil.en;jsessionid=aKv5sD-g240e>

⁶ <http://www.staffs Moorlands.gov.uk/sm/council-services/core-strategy/infrastructure-plan-and-community-infrastructure-levy-cil>

⁷ <http://www.eaststaffsbc.gov.uk/planning/planning-policy/core-strategy>

⁸ http://www.lichfielddc.gov.uk/info/856/local_plan/1773/community_infrastructure_levy_cil

⁹ http://www.cannockchasedc.gov.uk/info/200074/planning/1089/planning_policy_consultations/2



In Pursuit of Success

Quarter 4: 1 January - 31 March 2015

**Report produced on 7 May 2015 for
Community Services Scrutiny Committee**

**Please direct any queries regarding this report to:
Policy, Improvement and Partnership Team**

**NI - National Indicator
LI - Local Indicator
YTD - Year to Date**

P1 Enable future population growth through housing, employment and town centre development

- Performance Indicator Key:**
-  Performance 10% or more above target
 -  Performance on track
 -  Performance 10% or more below target
 -  No target for this period
 -  No actual data for this period
- Priority Promise Key:**
-  Progress ahead of agreed milestones
 -  Progress on schedule against agreed milestones
 -  Progressing but some milestones not completed on schedule

Quarter 4 - January/February/March 2015

P1.1 Support developers in bringing forward identified development sites

Progress to Date

 Planning permission for 170 new houses has been granted on part of land west of Stafford (Policy Stafford 3), following agreement by Planning Committee on a master plan for the whole area. Furthermore other developers are preparing a master plan and applications for submission on land north of Stafford.

Problems, Risks and Issues

The Plan for Stafford Borough includes an average development rate of 500 new houses per year. In July 2014 a legal challenge was received on part of the new Plan. This legal challenge was dismissed by the High Court on 27th February 2015. Provided sufficient planning applications are approved, in line with the new Plan, this should result in the achievement of 500 a year. 428 new houses were completed in 2014/2015. There is potential for speculative planning applications approved through appeals if a 5 year supply of housing land can not be robustly demonstrated in line with National Policy and guidance.

CUMULATIVE - YEAR TO DATE

	31/12/2014	31/03/2015	Target	
NI157a % of major planning applications determined within 13 weeks	78 %	77 %	50 %	★
31/12/2014 31/03/2015				
NI157ad Total number of major planning applications determined	59	75		
NI157an Number of major applications determined within 13 weeks	46	58		
31/12/2014 31/03/2015 Target				
NI157b % of minor planning applications determined within 8 weeks	58 %	59 %	65 %	●
31/12/2014 31/03/2015				
NI157bd Total number of minor planning applications determined	238	311		
NI157bn Number of minor applications determined within 8 weeks	139	184		
31/12/2014 31/03/2015 Target				
NI157c % of other planning applications determined within 8 weeks	79 %	80 %	80 %	●
31/12/2014 31/03/2015				
NI157cd Total number of other planning applications determined	479	611		
NI157cn Number of other applications determined within 8 weeks	380	487		

P1.2 Continue to develop Stafford and Stone Town Centres

Progress to Date

Stafford

Voting opened for the Pride in Stafford Business Awards, an awards scheme designed to recognise excellence in customer service in the businesses in Stafford Town Centre. The awards are now in their 5th year and there are 6 categories. There is an overall winner of the awards, which is decided by a mystery shop visit to each of the category winners. The mystery shop is done by a professional company. We have attracted 6 sponsors for the awards. The winners are announced at Stafford Town Centre Partnership's AGM on Thursday 9th July at The Post House in Stafford.

Stafford Town Centre Partnership now has 130 members, this is the highest number of members since the membership scheme launched in 2008.

★ The call out for artists, dancers, musicians, to take part in this years Stafford Arts festival was issued in March. This popular event takes place on Saturday 5th September in and around the town centre.

Stone

The Borough Council provided 2 farmers markets during the quarter in February and March.

Stafford Market

The Market now has a full team of staff having recently recruited a part time Admin and Promotions Assistant. Refurbishment works are underway by the Broad Street entrance to create new event space that will be used to host monthly themed markets as well as community events. A new CCTV and "footfall" counting system is now in place and an incentive scheme is being operated to attract new traders which to date has been taken up by 4 new traders.

The situation with rent arrears continues to improve, dropping to £19,000 (from £28,000 in the previous quarter).

Problems, Risks and Issues

A number of town centre initiatives rely on funding and support from the Stafford Town Centre Partnership and a lot of the sponsorship for this years initiatives has come from contacts/leads from Board members of the Partnership. If the level of paid membership dropped, then this could potentially leave a gap in funding.

CUMULATIVE - YEAR TO DATE

31/12/2014 31/03/2015 Target

LI1 Stafford Town Centre Car Park Occupancy Rates	89.15 %	89.78 %	80 %	★
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CUMULATIVE - YEAR TO DATE

31/12/2014 31/03/2015 Target

LI2a % shop premises that are occupied - Stafford	91.50 %	90.88 %	92 %	●
LI2b % shop premises that are occupied - Stone	96.10 %	96.15 %	92 %	●

P2 Support new and existing businesses

Adam Hill

Howard Thomas

- Priority Promise Key:**
-  Progress ahead of agreed milestones
 -  Progress on schedule against agreed milestones
 -  Progressing but some milestones not completed on schedule

Quarter 4 - January/February/March 2015

P2.1 Work with relevant business support organisations to generate business growth

Progress to Date

 Between January and March 2015 Stafford Enterprise supported 13 new business start-ups and the creation of 1 additional job. The business start ups included online comic selling, candle making, arts and crafts, mobile hairdressing and a signage company. Stafford Enterprise also supported 30 people attending business support workshops with, on average, 3 people attending 10 workshop sessions in this period.

Problems, Risks and Issues

Business start-up and enterprise support is coordinated through the Local Enterprise Partnership's Growth Hub.

P2.2 To work with the Stoke on Trent and Staffordshire Local Enterprise Partnership to promote economic prosperity and business growth

Progress to Date

 The Borough Council attended the LEP's launch of the new European funding programme. The Borough Council is developing a project proposal which will seek European funding for a Rural Workspace Programme. This initiative is being developed with the County Council and South Staffordshire Council. European funding opportunities are also being promoted to businesses across the Borough.

Problems, Risks and Issues

On going need to promote funding and business support opportunities to local businesses.

Annual Indicator

31/03/2014 31/03/2015 Target

LI21 Maintain or better current position within Staffordshire in relation to JSA Claimants	1.60 %	0.80 %	1.60 %	
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P2.3 To deliver the Stoke on Trent and Staffordshire Local Enterprise Partnership Regulation for Growth initiative to promote economic prosperity and business growth

Progress to Date

Following the production of the Regulatory Charter in the summer of 2014, a County-wide Regulation for Growth Delivery Group has been formed and the Council is represented on the Group by the Regulatory Services Group Manager.

The Group has developed a work plan, the main priority work areas being:-

- Development of a trading places event, where enforcers undertake work experience with a business and vice-versa, in order to gain a better understanding of the others respective perception of regulation;
- Capturing and sharing best practice in the enforcement role;
- Development, promotion and support of the Growth Hub;
- Development of Business Panels/ Business and Regulator Surveys.

The Group is presently developing a matrix to share best practice, to which this Council will be providing examples including the good working relationship between Regulatory Services and Economic Development, the work with the Town Centre Partnership, the work of the County wide Responsible Bodies Group.

The Group organized a training event for enforcement officers on Business Insight on 24th March at the Kingston Centre Stafford to which Council officers attended.

Problems, Risks and Issues

None

P2.4 Business start up packs issued and contacts made with new food and drink outlets

Progress to Date

In the final quarter of the year, the Regulatory Services Group has dealt with the following requests:

We have received enquiries and requests for advice and information from 70 individual businesses. All businesses have been contacted and suitable and appropriate advice given to assist them.

22 businesses have contact us directly for advice on how to register a new food business and we have received 44 new registrations for food businesses in the Borough. Each of these businesses has been contacted as soon as possible to risk assess their activities; and to give advice and information on compliance.

We have inspected 212 existing food businesses to assess compliance. These inspections included advice to assist them in complying with the law.

We have taken 21 food and environmental samples from businesses, to assess the food safety and hygiene at the premises.

We have assisted businesses by providing 32 health certificates in order to support them in exporting their food products outside the EU. The process for issuing health certificates has been reviewed and we have now streamlined this process internally which should result in an even quicker provision of the certificate.

Problems, Risks and Issues

None

Annual Indicator

31/03/2014 31/03/2015 Target

	31/03/2014	31/03/2015	Target	
LI22 Number of businesses receiving advice and support	659	686	400	★

● P2.5 Maintain membership and support of the Tourism Bureau and Destination Management Partnership (DMP)

Progress to Date

Membership numbers of Visit Stafford remain at 81 and Destination Staffordshire membership figures of Stafford based businesses remain at 22.

Destination Staffordshire PR company SEAL has changed to Connect PR, based in Wolverhampton. An initial meeting has taken place with their representative regarding Stafford based activities, in particular the 25th Shakespeare production taking place this year.

Problems, Risks and Issues

Future funding of both organisations continue to be the largest threat to their existence and work. The loss of either organisation would impact on the promotion of Stafford Borough based sites and activities.

Annual Indicators

31/03/2014 31/03/2015 Target

	31/03/2014	31/03/2015	Target	
LI23 Number of Stafford DMP Members	27	33	25	★
LI24 Number of Stafford Tourism Bureau Members	82	81	80	●

Performance Indicator Key:  Performance 10% or more above target
 Performance on track
 Performance 10% or more below target
 No target for this period
 No actual data for this period

Priority Promise Key:  Progress ahead of agreed milestones
 Progress on schedule against agreed milestones
 Progressing but some milestones not completed on schedule

Quarter 4 - January/February/March 2015

P3.1 Work with developers to ensure that all building design is the highest standard

Progress to Date

 The Plan for Stafford Borough was adopted on 19th June 2014 and makes specific reference to the Supplementary Planning Document - Design, to be adopted in 2015/2016 following a review and update in line with the Plan for Stafford Borough. The Design SPD purpose is to guide future high quality developments, together with on-going partnership with large-scale developers at Stafford's Strategic Development Locations. In the meantime Supplementary Planning Guidance from the previous Stafford Borough Local Plan 2001 will continue to be used as material considerations in planning applications.

Problems, Risks and Issues

There is the potential for speculative planning applications, which are not in accordance with the new development strategy within the Plan for Stafford Borough, being given consent through Appeals if the Council can not demonstrate a robust 5 year housing land supply position.

If Strategic Development locations are not developed the provision of 500 dwellings per year will be a challenge especially in the current economic conditions. Appeal decisions can have an impact on high quality design and delivery required by the National Planning Policy Framework and the National Planning Policy Guidance.

ANNUAL INDICATOR

	31/03/2014	31/03/2015	Target	
LI25 Number of new dwellings built	411	428	200	

P3.2 Continue to develop the Waterscape Project in Stafford

Progress to Date

 Works are set to start on-site on 7th April 2015 for a 17 week period. Temporary road access to the contractors compound has been created near to the access ramp to the Mezzanine car park. All users of the Civic Centre have been advised of the forthcoming works with further signage planned around the building.

Problems, Risks and Issues				
Need to maintain close liaison with the developers of the Riverside retail and car park development to ensure commonality of design and materials.				
ANNUAL INDICATOR				
		31/03/2014	31/03/2015	Target
LI26 % of Phase 3 waterscape project completed		5 %	60 %	60 % 
LI27 % of canal towpath scheme completed		100 %	100 %	100 % 
P3.3 Protect the quality of the built and natural environment				
Progress to Date				
	The Plan for Stafford Borough includes a number of policies to protect the built and natural environment, supported by background evidence. Conservation Area Appraisals are currently being produced across the Stafford Borough area to support future management of the historic environment through the planning process. 15 Conservation Area Appraisals have been updated and a further 8 are being progressed.			
Problems, Risks and Issues				
Following the Plan for Stafford Borough adoption on 19th June 2014, planning applications need to be determined in line with the new Plan and the National Planning Policy Framework. However appeal decisions may lead to new development outside of existing settlement areas affecting the natural environment.				
CUMULATIVE - YEAR TO DATE				
		31/12/2014	31/03/2015	Target
LI43 Improved public perception of the attractiveness of Stafford Town Centre in relation to cleanliness, street clutter and other Environmental and Health Service functions		88.50 %	88.67 %	85 % 
ANNUAL INDICATORS				
		31/03/2014	31/03/2015	Target
LI28 - 5 Conservation Areas reviewed each year		8	8	5 
LI29 - 20 Tree Preservation Orders reviews each year		0	0	12 
LI30 Assessment of 15 Sites of Biological Importance		21	21	15 
Comments/Action Plan				
	LI29 - 20 Tree Preservation Orders reviews each year	The Tree Officer involved in the project handed in his notice in September 2014, therefore drawing the project to a temporary halt. The new officer was in post with effect from January 2015 and the project is back underway. The main barrier to progression, finding an IT solution, has been deferred.		
ANNUAL INDICATOR				
		31/03/2014	31/03/2015	Target
LI31 % of unreported issues in the public domain pro-actively identified and rectified by staff		53.00 %	48.00 %	40 % 

CGS1.2 Work with our contractor to improve recycling in the educational sector

Progress to Date

The additional recycling requirement for some of the larger schools has now been addressed and larger containers are being provided. We hope to be able to offer this out to other schools as required as a solution to any capacity issues they may have. We received 11 responses to a recent survey carried out which showed that the scheme was being well used and had incorporated well into the schools' waste management process. 10 schools found the scheme easy to use and 1 has requested further guidance which is being arranged. The posters and pop up banners that were originally supplied are working well and 4 schools requested additional posters to help spread the message further. 5 schools have also requested an assembly to help the children and staff understand better why they are recycling and what is happening to the materials collected. 3 schools have requested additional blue bins as the current ones are regularly full and overflowing. One non-state school joined the Scheme this quarter and we now have 60 schools and educational establishments making good use of the scheme. 3 interactive school assemblies have also been carried out, one of which was requested after a school successfully won an Eco Schools bid to provide internal recycling bins for their school.

Problems, Risks and Issues

None

CUMULATIVE - YEAR TO DATE

31/12/2014 31/03/2015 Target

NI192 Percentage of household waste sent for reuse, recycling and composting	55.64 %	53.64 %	60 %	▲
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CUMULATIVE - YEAR TO DATE

Comment/Action

▲	NI192 Percentage of household waste sent for reuse, recycling and composting	The reduction in recycling performance this month is due to the seasonal reduction in garden waste collected. Dry recycling performance has remained constant. In Spring and Summer the recycling rate was at 60% this will mean that the outturn for the year is likely to be 55% an increase on last year.
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ANNUAL INDICATOR

31/03/2014 31/03/2015 Target

LI32 Number of private establishments signed up to recycling package	4	6	6	●
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CGS2 Reduce our carbon footprint and encourage our residents to be more environmentally aware

- Priority Promise Key:
-  Progress ahead of agreed milestones
 -  Progress on schedule against agreed milestones
 -  Progressing but some milestones not completed on schedule

Quarter 4 - January/February/March 2015

CGS2.1 Seek opportunities to reduce the carbon footprint in our services and for residents

Progress to Date

Sustainable Development

A new programme of work is emerging in the Littleworth area of Stafford which will build on some existing community based activity. This new and evolving programme is part of the Council's wider work to 'Promote environmental quality' and to 'Reduce our carbon footprint and encourage our residents to be more environmentally aware'.

This new project follows on from work in Holmcroft and Penkside working with a range of partners we ultimately hope to improve environmental quality and promote more sustainable lifestyles in the area. There is already a good foundation of organisations and activity in the area to build on. For instance existing links with Perkins Engines, (where we often hold Eco-Schools Network Meetings), Weston Road Academy and St John's Primary School and local community links via work at Kingston Pool Covert (South) LNR.

 The new project in Littleworth aims to support a range of sustainability related initiatives - options include new cycle parking, wildlife conservation, food growing - but in the first instance focussing on energy conservation. Four audits have now been undertaken by Marches Energy Agency (Feb 2015) at St John's Church, Littleworth Guide Hut, Littleworth Community Centre and Perkins Social Club and the written reports have just been completed.

Biodiversity

Pollinator Strategy

The Council are currently formulating a Borough wide Pollinator Strategy aiming to improve conditions for pollinators in accordance with the aims set out in Defra's National Pollinator Strategy, 2014. This strategy would seek to create a better environment for all pollinating insects including: honeybees, bumblebees, solitary bees, hoverflies, wasps, flies, beetles, butterflies and moths. This has been approved by the Environmental Management Group and will be developed in conjunction with a number of other service areas.

Ferndown Local Nature Reserve

Plans are underway to create an artistic nature trail around Stafford Borough Council's Ferndown Local Nature Reserve in Clayton. The project is a partnership between the Friends of Ferndown LNR and the Borough Council who are keen to support this local group.

Problems, Risks and Issues

None identified at present

CGS3 Ensure our residents feel safer and secure at all hours of the day

- Priority Promise Key:**
-  Progress ahead of agreed milestones
 -  Progress on schedule against agreed milestones
 -  Progressing but some milestones not completed on schedule

Quarter 4 - January/February/March 2015

CGS3.1 To implement action plans for the reduction of crime and disorder based on the Strategic Assessment of the Borough

Progress to Date

The end of year evaluation has just been completed and submitted to the Office of the Police Crime Commissioner. The PCC will utilise this information to determine whether the Safer Communities Partnership will be successful in attaining further funding from his Locality Deal Fund. Work has been commissioned under four priority areas and the following outcomes have been achieved during the past 12 month period:

Priority 1 - Substance Misuse

Outcome 1: Children have a greater understanding of the impact of substance misuse; Parents have a greater awareness of the issues surrounding children and substance misuse

Achievements:

- All high schools in the Borough with the exception of one have received awareness sessions for young people and specific parental workshops
- Work has been extended to include Year 6 - Substance Misuse Lesson has been formulated for this
- Delivery of Year 6 lessons in 2 middle schools and 26 primary schools by the end of the academic year - programme is half way through.
- Planning and delivery of an awareness raising session for parents focused on substance misuse - has been offered to all schools within the project

Outcome 2: Licensees are educated and understand their roles and responsibilities in respect of the Licensing Act

Achievements:

- Industry Day held for licensees has helped to provide awareness and greater understanding of roles, responsibilities and requirements in respect of the Licensing Act.

Outcome 3: On License training is developed for businesses and licensees

Achievements:

- A toolkit encompassing a package of advice and support for On Licence businesses has been created, covering the following areas: age restricted sales; social responsibility; impact & consequence of excessive alcohol intake by customers. The package was created following consultation with businesses and Police Licensing.
- All resources have been printed, collated and distributed to 62 premises - 13 via Pubwatch meetings; 42 via a visit to their place of business and 7 via post.

Progress to Date

Outcome 4: To identify areas of joint working with Stafford and Surround Health and Wellbeing Group

3 projects have been commissioned working with young people and adults who have been identified as at risk of substance misuse and would benefit from help and support.

Priority 2 - Managing Reoffending:

Outcome: To reintegrate offenders back into the community and reduce risk of reoffending through the introduction of support for offenders.

Achievements:

This project was set up as a pilot and therefore required a number of processes to be established and implemented before referrals could be made.

- Service Level Agreement formulated and in place
- Service specific referral forms developed and implemented
- Referral process established (via Partnership HUB)
- Dedicated support worker attends Partnership HUB;
- 10 referrals received and offered support packages which have included: Accommodation advice; support for housing application and homelessness interviews; Budgeting; Employment Advice.

Priority 3 - Locality Crime:

Outcome 1: Agencies have a better understanding of the issues and which areas to target resources

Achievements:

- Further insight was commissioned that provided a detailed assessment of the hot spot areas in the Borough - this has been utilised to plan interventions and target resources appropriately.

Outcome 2: Process in place to enable agencies to deal with low level crime issues and disputes

Achievements:

- A Mediation service was commissioned and a block purchase of 20 mediations was made as this was more cost effective than spot purchasing. Process has now been implemented and referrals are made via the Partnership HUB.
- Process in place via the NWF for the identification of individuals and neighbourhoods who are vulnerable - crime reduction interventions such as shed alarms, mobile phone bungees, purse bells and key fobs have been distributed to high risk areas identified

Outcome 3: Targeted problem solving through task and finish groups which has enabled effective targeting of resources and issue

Achievements:

Locality Crime: Town Centre Night Time Economy:

A number of initiatives have been supported through this work stream such as the purchase of Breathalyser Kits for licensees to use to assist with the identification of individuals who are too intoxicated to gain access to their premises. The scheme is designed to reduce the amount of drunken, disorderly and binge drinking behaviour that is prevalent in the town centre. In addition to this the Partnership has supported the provision of drugs workshops for licensees which are delivered via the Pubwatch scheme.

Progress to Date

Locality Crime: Vulnerability

The partnership has supported initiatives relating to domestic abuse and hate crime. 'CRUSH' is a structured programme of awareness raising, empowerment and group support for young people that are at risk of, or affected by, domestic abuse and

' ACTION' is an educational group work model raising awareness of healthy, non-abusive relationships.

As a result of the workshops:

- 97% of young people had increased knowledge and understanding of domestic abuse
- 95% of young people felt that they had a greater understanding of what constitutes a healthy relationship
- 91% of young people felt that they had a better understanding of the rights and responsibilities of young people, agencies and communities
- 78% of young people felt that their attitude had changed towards behaviours that can be seen as abusive/supportive
- Support for victims of hate crime is facilitated via the Partnership HUB. During the past 12 months 65 victims of hate crime have been supported. Referrals of hate crime in Stafford Borough are predominantly due to disability and/or race and religion.

Outcome 4: Families at risk are supported to remain in their home

Achievements:

- 16 Sancturaries supported allowing victims of domestic abuse to remain living safely, securely and more confidently in their own home and community and in many cases allows the victim to continue with ongoing support from family/friends and specialist support workers from Women's Aid.

Priority 4 - Perception of crime:

Outcome: There is a better understanding of the issue and affected areas are identified

Achievements:

Further profile was commissioned that identified affected areas in the Borough. Positive messages relating to crime reduction initiatives and actual crime figures are communicated to all areas of the Borough Neighbourhood Watch are assisting with the formulation of targeted communications campaigns and have taken responsibility in disseminating low level crime reduction interventions in the community.

Problems, Risks and Issues

The Partnership will need to continue to demonstrate robust outcomes under this work stream in order to attract further funding.

ANNUAL INDICATOR

	31/03/2014	31/03/2015
LI34 Overall reduction in crime of the Borough	17 %	16.9 %

Over the past twelve months overall reported crime in the Borough has reduced by 0.1% from 17%. In 2013/14 recorded crime figures for Stafford Borough was 5541 and for 2014/15 it is 5536.

CGS4 Have a vibrant night time economy

- Priority Promise Key:
-  Progress ahead of agreed milestones
 -  Progress on schedule against agreed milestones
 -  Progressing but some milestones not completed on schedule

Quarter 4 - January/February/March 2015

CGS4.1 Work with the licensed trade to ensure compliance through regulatory initiatives/partnership working and development of voluntary schemes

Progress to Date

1) In March 2015 the Licensing Officer organised "Awareness Training" in relation to drugs . This was aimed at staff working in licensed premises and has enabled them to identify the various illegal substances, and what actions they should take if they are found.

2) Members of the Licensing Team have attended training organised by the Policy and Improvement Team with regards to Child Sexual Exploitation, following the findings from Rotherham. A day of action took place on the 18th March 2015 involving key partners of Environment Health, Licensing, Staffordshire County Council and the Police and adopted a "Proactive" intelligence led approach.

The focus was primary on takeaways, taxis, children's homes, schools, car washes and houses of multiple occupancy (HMO). These are locations Where incidents of CSE is more likely to take place

The key objectives were to:-

Identify locations where CSE could potentially take place

 Deal with Offences Identified

Raise awareness of CSE

The operation utilized a multi-agency approach and the following agencies worked together as a team in both Stafford and Stone. Police; Licensing; Environmental Health; Staffs CC. The operation ran in two phases, the first was from 1100-1500 hours, and targeted Takeaways, schools, and car washes. The second ran from 1930-0000 hours, and focused on the night time economy mainly around Takeaways/Taxi bases, taxis and licensed premises. The operation was extremely successful, with one illegal immigrant, being detained at a "Pop up" Car wash, and an unlicensed driver being used to convey children as part of a school contract.

All licensed premises and takeaways were visited and given information around safeguarding, and some good local intelligence and information obtained.

3) In relation to Scrap Metal dealers. A laminated advice leaflet has been produced and sent out to all dealers and collectors. This has assisted both the trade and members of the public in understanding the law, and provides a link to the Councils scrap metal dealers policy.

Progress to Date

- 4) Follow up visits have been made to all Scrap metal yards to determine the value of this leaflet, and what its usefulness has been. All but one of the 10 visited had the information on a notice board within the site, and informed the officers that it had been of use.
- 5) Following on from covert operations undertaken by the licensing officer and Police, several taxi drivers from Stoke-on-Trent have recently been in court charged with the offence of "Illegally Plying for Hire". 4 were dealt with in March, 2 have pleaded not guilty and are due back again in April and June. The other 2 were found guilty and received fines of £200, with costs of £355.50, and £200 with costs of £321.10.
- 6) Further operations are being planned in April 2015.

Problems, Risks and Issues

None

CGS4.2 Undertake a comprehensive review of the:-

- i) Licensing Policy
- ii) Gambling Policy

Progress to Date

Work around the Statement of Licensing Policy is progressing. This is being undertaken in partnership with Cannock, with a view to having a joint statement containing the statutory elements, and then each Councils local protocols. The production of the final document for consultation has been delayed due to recent changes to licencing legislation, however it is anticipated that the work will be completed in June and following any comments and changes will allow for implementation in the autumn.

Problems, Risks and Issues

Consideration will need to be given to any proposed changes to legislation following the general election in May 2015. The work is also subject to co-ordination being maintained through the shared legal services with Cannock Chase Council.

HW1 Protect vulnerable households

Performance Indicator Key:

-  Performance 10% or more above target
-  Performance on track
-  Performance 10% or more below target
-  No target for this period
-  No actual data for this period

Priority Promise Key:

-  Progress ahead of agreed milestones
-  Progress on schedule against agreed milestones
-  Progressing but some milestones not completed on schedule

Quarter 4 - January/February/March 2015

HW1.1 To reduce fuel poverty in households through targeted interventions

Progress to Date

 The project exceeded its target of generating 200 enquiries to the Warmer Homes Stafford advice line by 82 (41%). This has resulted in Stafford residents receiving advice, information and measures to improve energy efficiency, reduce fuel bills and tackle fuel poverty and excess winter deaths.

Problems, Risks and Issues

The environment for energy efficiency programmes continues to be extremely challenging with many utilities reducing their programmes having met Government targets. Despite that our partners in Warmer Homes Stafford continue to monitor the market and seek out the best offer for the Borough including an extension of the free insulation scheme for all residents of the Borough.

Warmer Homes Stafford is funded for a further year with the option of a third year which will be evaluated towards the end of 2015/16.

ANNUAL INDICATOR

31/03/2014 31/03/2015 Target

LI35 Number of new enquiries through the appointed providers	34	36	20	
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HW1.2 To support households that are homeless or threatened with homelessness

Progress to Date

Statutory Homelessness

 The Housing Options Service has made a total of 3 statutory homeless acceptances for Quarter 4 2014/15 against 11 for the Quarter 4 2013/14 (lower is better). The total number of statutory homeless acceptances for 2014/15 is 22 compared to 49 during 2013/14. This is a direct result of new Housing Association properties becoming available for rent meaning the Council has been able to place vulnerable households without the need to make formal homeless applications.

Homelessness Prevention

The Housing Options Service has recorded a total of 136 homelessness preventions for Quarter 4 2014/15 taking the total to 511 for the year against a target of 500(higher is better).

Problems, Risks and Issues

Whilst the Council has not yet seen a significant increase in the number of people approaching it as a homeless as a result of Welfare Reform, other partners such as the CAB have seen an increased demand for services such as Debt Advice. Further planned changes to the Benefits system such as the roll out of Universal Credit and the introduction of Direct Payments have the potential to increase demand for services from both the Council and its partners.

This, coupled with continuing reductions in public funding, particularly the ongoing Supporting People Cuts, could impact on vulnerable household's ability to access and sustain permanent accommodation, particularly in the private sector.

In 2014/15 this was mitigated by a large number of new Housing Association homes becoming available and we will need to ensure that we support the continued provision of new affordable homes and suitable nomination agreements with Housing Associations.

CUMULATIVE - YEAR TO DATE

	31/12/2014	31/03/2015	Target	
LI3 Number of Households prevented from becoming homeless	375	511	500	●

	31/12/2014	31/03/2015	Target	
LI4 Number of homelessness acceptances by the Council	19	22	52	★

HW1.3 Improve the health and wellbeing of households through targeted housing interventions

Progress to Date

★ The target for 2014/15 was exceeded through a combination of properties in the private rented sector improved by the Housing Standards Team and heating and insulation measures delivered through Warmer Homes Stafford.

Problems, Risks and Issues

The project remains dependent on customers contacting the service, however, further targeted activity in 2015/16 should ensure a similar target is achievable next year.

The environment for energy efficiency improvements remains challenging and there is a risk this will impact on outputs next year.

	31/12/2014	31/03/2015	Target	
LI5 Number of households supported through targeted intervention	30	66	50	★

HW3 Encourage our residents to participate in more cultural events

- Priority Promise Key:
-  Progress ahead of agreed milestones
 -  Progress on schedule against agreed milestones
 -  Progressing but some milestones not completed on schedule

Quarter 4 - January/February/March 2015

HW3.1 To continue to develop cultural events and promote links to Education

Progress to Date

Changes within the National Curriculum continue to be monitored in an attempt to establish whether further development of our School Tour programme is required.

Questionnaires are being given to all schools attending to establish whether from the school perspective any changes can be made to enhance visits. Outcomes of these will be available at the end of the summer term with a view to integrating any modifications for the start of the new school year in September.

Problems, Risks and Issues

Research will be undertaken to establish what alternative tours could be offered by our sites. A Fire of London tour has already been created at The Ancient High House to meet curriculum changes.

We will continue to discuss changes with both education providers and other museum sites.

ANNUAL INDICATOR

	31/03/2014	31/03/2015	Target 31/03/2015
LI20 Number of Cultural Educational Visits	5,047	4,339	4,500 

HW4 Ensure that there is a diverse housing provision that reflects local needs and future growth

- Performance Indicator Key:  Performance 10% or more above target  Performance on track  Performance 10% or more below target
 No target for this period
 No actual data for this period
- Priority Promise Key:  Progress ahead of agreed milestones  Progress on schedule against agreed milestones  Progressing but some milestones not completed on schedule

Quarter 4 - January/February/March 2015

HW4.1 To implement the Housing Strategy Local Investment Plan to ensure affordable and relevant homes for the present and future Borough community

Progress to Date

The final quarter saw delivery of 118 units, taking our annual figure to 258 in excess of the 210 target. Delivery was overwhelmingly in the final quarter due to the Homes and Communities Agency deadlines where grant funding was dependent on schemes completing on site before the end of the financial year. Following clarification from the Homes and Communities Agency, we can count the extra care units in our figures. The dementia units are not technically affordable under the Homes and Communities Agency definition as they didn't attract grant funding, however they provide a vital housing resource for some of the more vulnerable people in Stafford Borough and take pressure off existing housing supply.

Site	Locality	Registered Provider	Social Rent	Affordable	Intermediate	Total
Mortgage Rescue	Urban	SaRH	8	0	0	8
Empty Home Purchase / Existing Satisfactory Dwelling	Urban	SaRH	3	0	0	3
Empty Home Purchase	Urban	Aspire	0	54	0	54
Stone Road, Extra Care, Stafford	Urban	Wrekin	0	80	0	80
Highfield Close, Swynnerton	Rural	SaRH	13	0	4	17
Former BT Site, Yarnfield	Rural	SaRH	20	0	7	27
Exeter Street, Stafford	Urban	SaRH	1	1	0	2
Rotherwood Drive, Stafford	Urban	Wrekin	6	0	2	8
Dementia Unit, Stone Road, Stafford	Urban	Wrekin			59	59
					Total	258

Problems, Risks and Issues

The dementia units are not technically affordable under the Homes and Communities Agency definition as they didn't attract grant funding, however they provide a vital housing resource for some of the more vulnerable people in Stafford Borough and take pressure off existing housing supply.

CUMULATIVE - YEAR TO DATE

31/12/2014 31/03/2015 Target

NI155 Number of Affordable Homes Delivered	81	258	223	★
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HW4.2 Implement the Empty Homes Strategy

Progress to Date

★ 101 Properties brought back into use. Therefore target of 100 by March 2015 has been met. Empty homes work continues as 3 properties have been identified for possible CPO action. 1 property in particular is being seriously considered for CPO action now liaising with Legal team to pursue further.

Problems, Risks and Issues

Moving forward navigation through CPO process may prove to be challenging and complicated.

ANNUAL INDICATOR

31/03/2014 31/03/2015 Target

LI39 - 50 Dwellings per year re-used	42	59	50	★
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ITEM NO 7(d)**ITEM NO 7(d)**

Report of:	Head of Leisure and Culture
Contact Officer:	Sally McDonald
Telephone No:	01785 619542
Ward Interest:	Nil
Report Track:	Community 23/6/15 (Only)

COMMUNITY SERVICES SCRUTINY COMMITTEE**23 JUNE 2015****Section 106 Funding Update****1 Purpose of Report**

- 1.1 To provide the Committee with a progress report on both collected and uncollected off - site contributions on a Ward by Ward basis.

2 Recommendation

- 2.1 Members are requested to note the contents of the report.

3 Key Issues and Reasons for Recommendation

- 3.1 To update the Committee on the current position related to Section 106 contributions. A complete breakdown of spent, unspent and uncollected contributions in the previously agreed format is attached as Appendices.

4 Relationship to Corporate Priorities

- 4.1 To create an environment which our community considers attractive and Prosperous.
- 4.2 To contribute towards the improvement in the health and wellbeing of individuals and communities within the Borough.

5 Report Detail

- 5.1 The attached schedules detail the planning applications received with signed S106 agreements identifying an Open Space contribution as follows:-

APPENDIX 1	Spent Contributions by Ward
APPENDIX 2	Unspent Collected Contributions by Ward
APPENDIX 3	Uncollected Off-site Contributions by Ward

APPENDIX 4 Outline Uncollected Contributions by Ward

- 5.2 Leisure Officers are continually working on a number of projects which are at varying stages of progression from initial discussion with Local Ward Members to liaising with Local Parish Councils and other community groups and undertaking public consultation. The status of each collected off site contribution is included in **APPENDIX 2**.
- 5.3 For all uncollected and outline applications (**APPENDIX 3 and 4**) it is not possible to guarantee the timescales for these developments to be implemented and it may be that a number do not come to fruition and therefore the associated off - site contribution will not be received by the Council.

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	Equality and Diversity	<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 Leisure Services

Summary Sheet

Appendix	Detail	TOTAL VALUE	Description
1	Spent Contributions	£1,820,576	Provides details of the projects funded by S106 off site contributions to date
2	Unspent Collected Contributions		Provides details of the S106 off site contributions received by the Council but as yet not spent. The notes indicate the proposed allocation of the funds to individual projects.
	Proposed	£109,831	
	Uncommitted	£279,831	
	Total Unspent contributions	£389,662	
	TOTAL COLLECTED S106	£2,210,238	
3	Uncollected Contributions	£194,409	Provides details of all planning applications where a S106 agreement has been signed but the S106 contribution has not yet been received. Whilst planning permission is granted these developments may never materialise.
4	Outline Contributions		Provides details of outline planning applications where the principal of development has been established but the detail has yet to be determined. Therefore a monetary value is not available and these developments may never materialise.
	TOTAL S106	£2,404,646	

Spent Contributions by Ward

APPENDIX 1

	Planning Appl No.	Date collected	Date spent by	Scheme	Spent	Documented Usage
CHARTLEY						
1	05/05368/OUT	Feb-08	Feb-18	Saltworks Lane, Weston	104,918	Paid to Weston PC for improved youth facilities at Weston Village Hall including MUGA (CAB5).
CHURCH EATON						
2	06/07263/FUL	Apr-08	Apr-18	Haughton Farm, Haughton	18,900	Cabinet June 2009 approved use for improved play facilities at Haughton (CAB6). Paid to Haughton Parish Council.
COMMON						
3	05/04976/FUL	Jun-06	Jun-16	Horsley's Removals, Marsh St	17,683	Play Area Refurbishment at Lovatt Street
4	07/08137/FUL	Dec-07	Dec-17	Albert Terrace /Shepherds Bush Street, Stafford	12,211	contribution towards Victoria Park play facility.
FOREBRIDGE						
5	05/04506/FUL	Jan-07	Jan-14	Land off Alstom, Lichfield Rd Riverway	268,751	£100K Contribution towards development of football stadium at Riverway and £125,125 for Victoria Park Play facilities. £43626 spend to date on Riverway.
6	06/06655/FUL	May-07	10.03.09	Castle View/Castle Street	8,352	Funding for Castle Trail.
7	04/03324/FUL	Mar-06	Mar-16	The Annex The Oval, Stafford	26,142	Cabinet October 2009 approved partnership funding with SCOFE for recreational facilities at Riverway (CAB29)
8	06/06210/FUL	Feb-07	Mar-16	The Annex The Oval, Stafford	3,767	
9	04/02301/FUL 05/05169/FUL	Jan-06	Jan-16	Espleys Yard, Stafford	37,626	Contribution towards Victoria Park play facility redevelopment CAB15)
10	04/01898/FUL 04/02928/FUL	Dec-04	Dec-14	Former council offices-North walls/Eastgate, Stafford	17,247	
11	04/03422/FUL 07/07830/FUL	Jun-07	Jun-17	Salter Street, Malt Mill Lane	14,229	
12	03/01596/FUL	Mar-07	Mar-17	87 Lichfield Rd, Stafford	33,212	
13	06/07419/FUL	Aug-08	Aug-18	Mill Bank, Stafford	12,378	
14	06/07556/FUL	Sep-10	Sep-20	24 St Leonards Avenue, Queensville	13,820	

Spent Contributions by Ward

APPENDIX 1

FULFORD						
15	09/12922/FUL 11/15378/FUL	Jun-13		Land at Uttoxeter Rd, Blythe Bridge	22,411	Cabinet 8 August 2013 approved for play facilities at Grindley Park (CAB20). Paid to PC
HAYWOOD/HIXON						
16	02/41698/FUL	Mar-03	Mar-08	Lea Road, Hixon	16,770	Paid to Hixon PC for Multi Use Games Area
17	04/01715/FUL	May-07	May-17	Main Rd, Great Haywood	7,500	Paid to Colwich PC for improved sporting and Leisure facilities at Jubilee Playing Fields (CAB17).
18	04/03440/FUL	May-05	May-15	Main Rd, Little Haywood	22,135	
19	02/42181/FUL	Dec-04	Dec-09	Great Haywood, Stafford	7,500	
HIGHFIELDS AND WESTERN DOWNS						
20	41894 + 04/02244/REM	Jul-10	Jul-15	Castle House, Newport Road	17,354	contribution towards Victoria Park redevelopment.
HOLMCROFT						
21	99/37699/FUL	Mar-02	Mar-12	Former Graham Balfour School Site - housing development	65,000	Woodlands Road and Wayfield Drive new play facilities. £3k spent on Woodlands Road 2012
LITTLEWORTH						
22	04/01701/FUL	Sep-06	Sep-16	148 Weston Road, Stafford	13,558	Report submitted to May Cabinet for approval to spend on upgrading facilities at Alliss Close.
23	00/39162/FUL	Apr-03	Apr-11	Tixall Road - housing development	25,000	Report submitted to May Cabinet for approval to spend on upgrading facilities at Alliss Close.
MANOR						
24	04/02908/FUL	Oct-06	Oct-16	Garth Hotel, Moss Pit, Stafford	18,457	Improvements to Morton Road Open Space (Cab16)
25	04/02908/FUL	Oct-06	Oct-16	Garth Hotel, Moss Pit, Stafford	3,000	May 2010 Cabinet (CAB4) approved developing facilities at Brook Glen Road. £3,000 spent on design fees for Brook Glen Road
MILFORD						
26	99/38342OUT	Mar-02	Mar-07	Milford Road, Walton on the Hill Stafford	66,050	Wildwood Park and Police Sports Ground with lease agreement

Spent Contributions by Ward

APPENDIX 1

27	06/06256/FUL	Jan-07	Jan-17	The Sawmill, Ingestre	6,896	Oct 2012 Cabinet (CAB37) approved to purchase land and develop open access community space for village (includes accrued interest). Paid to Ingestre PC for legal costs.
PENKSID						
28	03/01537/FUL	Mar-07	Mar-17	Silkmore Lane, Stafford	50,000	Police Sports Ground.
29	97/35485/FUL	Jan-99	Jan-04	Silkmore Lane, Stafford	85,000	Meadow Road new play facilities
30	03/01537/FUL	Mar-07	Mar-17	Silkmore Lane, Stafford	11,326	Cabinet 10 May 2012 (CAB100) approved £58,043 plus interest for Leisure facilities at Meadow Road (includes accrued interest).
31	04/01922/FUL	Aug-04	Aug-14	Silkmore Lane, Stafford	61,855	
ROWLEY						
32	04/03406/FUL 03/01515/FUL	Sep-05	Sep-15	Brunswick Terrace, Stafford, DWH	113,375	Purchase of land adjacent to windmill for future development at Victoria Park.
33	01/40654/OUT	Feb-05	Feb-10	Tesco's /Newport Road	330,000	Improvements at Rowley Park.
34	05/05406/OUT	Aug-06	Aug-16	71&72 Newport Road, Stafford	28,863	contribution towards Victoria Park play facility redevelopment (CAB 15).
ST MICHAEL'S						
35	03/01468/FUL	Jun-05	Jun-15	84 Lichfield Rd, Westover Grange, Stone	15,602	Westbridge Park Environmental Improvements
STONEFIELD/CHRISTCHURCH						
36	04/03515/FUL	Jan-06	Jan-16	Rising Sun Public House, Newcastle Road, Stone	9,392	Westbridge Park Environmental Improvements
37	02/42222/FUL	Jan-04	Jan-09	Whitebridge Manor, Stone	5,000	Allocated to Play Area improvements in Westbridge Park in 2005
38	02/42222/FUL	Apr-03	Apr-08	Whitebridge Manor, Stone	3,000	
39	05/04572/FUL	Jan-06	Jan-11	99B Oulton Road, Oulton Rd Stone	26,452	Westbridge Park Environmental Improvements
40	97/34700/FUL	Jun-99	Jun-04	Whitebridge Lane, Stone - housing development	25,000	Alleyne's Sports Centre refurbishment.

Spent Contributions by Ward

APPENDIX 1

41	06/07434/FUL	Mar-09	Mar-19	Margaret Street, Stone	10,989	spent contribution towards Stonefield Park Tennis Courts (Cab 68)
42	06/06277/FUL	Jan-07	Jan-17	52-58 Oulton Road, Stone	11,199	£30,228 contribution towards Stonefield Park Tennis Courts (Cab 68)
43	05/05005/FUL	Oct-06	Oct-16	St Mary's Mews, Margaret Street, Stone	11,890	
44	05/05267/FUL	Apr-06	Apr-16	Crown Street, Stone	7,139	
45	03/00930/FUL	Oct-05	Oct-15	Mill Street, Stone	38,047	£20k contribution to Stafford and Stone Canoe Club (Cab 24). £18,047 contribution towards Stonefield Park Tennis Courts (Cab 68)
SWYNNERTON						
46	05/04686/FUL 04/02315/FUL	Mar-09	Mar-19	Yarnfield House, Yarnfield	21,570	£3000 spent on design fees for Yarnfield Play facility (CAB10). Further £18,570 (including interest) paid to Swynnerton PC towards improved Play Facilities at Greenside, Yarnfield
47	01/40308/FUL	Mar-03	Mar-13	Groundslow Hospital, Winghouse Lane	26,564	Cabinet Aug 2012 (Cab16) approved £20k on play provision in Tittensor. £20k Play area contribution paid to Swynnerton PC 15.3.13. £6564 pd to Trentham Boatclub
TILLINGTON						
48	99/37548/FUL	Nov-07	n/a	Venables Timber Yard, Doxey Rd	40,000	Purchase of land at Broadeye Windmill
WALTON						
49	03/01242/OUT	Nov-05	Nov-15	Priory Farm, Tilling Drive Stone	7,446	£7,446 spent on eco toilets on allotments at Tilling Drive
				TOTAL	1,820,576	

Unspent Collected Contribution by Ward

APPENDIX 2

	Planning Appl No.	S106 signed	Date collected	Date spent by	Scheme	Amount Unspent	Proposed	Un-committed	Documented/Expected Usage
COMON									
1	12/17724/FUL	n/a	Sep-14	n/a	Land at Stone Road/Marsh Street	£12,211		£12,211	The monies are to discharge condition 6 for the provision of a POS - not S106 just a signed letter - no time limits on spend
COTON									
2	98/36945/OUT 97/34788/OUT	Jun-99	Aug-07	n/a	Sandon Rd/Freeman Street/Oxford Gardens	£10,000		£10,000	Development of Charnley Road Open Space. S106 drafted in 1999 without any timescales on spend. Approval to spend on design fees for Charnley Road - CAB 12/14
3	09/12090/FUL	Feb-10	Jul-12	Jul-22	Land at Douglas Road West, Stafford	£14,029		£14,029	Under consideration fro Charnley Road
ECCLESHALL									
4	05/04684/ful + 08/10313/FUL 09/13100/FUL	Dec-10	Jul-14	Jul-24	30 Castle Street, Eccleshall	£16,157		£16,157	Leisure Officers to meet with Local Cllrs to arrange initial meeting.
FOREBRIDGE									
5	05/04506/FUL	Dec-06	Jan-07	Jan-14	Land off Alstom, Lichfield Rd Riverway	£23,244	£23,244		£100K Contribution towards development of football stadium at Riverway and £125,125 for Victoria Park Play facilities (see appendix 1). Cabinet 10 May 2012 (CAB97) approved £66,870 for Riverway Improvements. £43625.69 spend to date at Riverway (see app 1)
6	06/06655/FUL	Oct-07	May-10	May-20	Castle View/Castle St	£10,222		£10,222	£8,352 spent on Castle trail (see appendix 1)
GNOSALL									
7	14/20018/FUL	Mar-14	Jul-14	Jul-24	land at Knightly Road, Gnosall	£43,617		£43,617	In discussion with Parish Council for suitable scheme pending Neighbourhood Plan adoption.
8	13/18821/OUT	Nov-14	Apr-15	Apr-25	Lowfield Lane, Gnosall	£67,430		£67,430	

Unspent Collected Contribution by Ward

APPENDIX 2

	Planning Appl No.	S106 signed	Date collected	Date spent by	Scheme	Amount Unspent	Proposed	Un-committed	Documented/Expected Usage
LITTLEWORTH									
9	04/01701/FUL	Jan-05	Sep-06	Sep-16	148 Weston Road, Stafford	£387		£387	Balance remaining. £13,558 spent on Alliss Close (see APP 1). Request to write off sum.
MANOR									
10	04/02908/FUL	Jun-06	Oct-06	Oct-16	Garth Hotel, Moss Pit, Stafford	£9,860	£9,860		£18,457 spent on Morton Road Open Space (see app 1). May 2010 Cabinet (CAB4) approved developing facilities at Brook Glen Road. £3,000 spent on design fees for Brook Glen Road (see Appendix 1) (includes accrued interest)
MILFORD									
11	06/06256/FUL	Dec-06	Jan-07	Jan-17	The Sawmill, Ingestre	£12,002	£12,002		In Discussion with Parish Council for suitable schemes. Oct 2012 Cabinet (CAB37) approved to purchase land and develop open access community space for village (includes accrued interest). £5024 paid to Ingestre PC (see app 1). Planning permission granted and land acquisition in progress.
STONEFIELD/CHRISTCHURCH									
12	06/07434/FUL	May-07	Mar-09	Mar-19	Margaret Street, Stone	£9,371		£9,371	£10,989 spent contribution towards Stonefield Park Tennis Courts (Cab 68) see app 1. Balance under consideration for Westbridge Park.
13	04/03515/FUL 05/04581/FUL	Jan-06	Jan-06	Jan-16	Rising Sun Public House, Newcastle Road, Stone	£13,920		£13,920	£9,392 spent (see app 1) plus £3,500 committed on Westbridge Park Environmental Improvements. Balance under consideration for Westbridge Park.
14	03/01592/FUL 07/08210/FUL	Nov-07	Sep-07	Sep-17	Stafford Street/Abbey Street, Stone	£12,655		£12,655	Under consideration for Westbridge Park.

Unspent Collected Contribution by Ward

APPENDIX 2

	Planning Appl No.	S106 signed	Date collected	Date spent by	Scheme	Amount Unspent	Proposed	Un-committed	Documented/Expected Usage
15	10/14329/FUL	Nov-11	Dec-11	Dec-21	93 Newcastle Road, Stone	£23,577		£23,577	Under consideration for Westbridge Park.
16	11/14963/FUL	Feb-12	Mar-13	Mar-23	Land at Vine Inn, Oulton Rd, Stone	£12,284		£12,284	Under consideration for Westbridge Park.
SWYNNERTON									
17	04/03141/FUL	Jun-08	May-12	May-22	Swynnerton Village, Land off Early Lane	£33,970		£33,970	In discussion with Local Cllrs regarding suitable scheme. Cabinet report submitted in March 2015 with proposals for improving and refurbishing the Village Hall Grounds.
WALTON									
18	03/01242/OUT	Mar-04	Nov-05	Nov-15	Priory Farm, Tilling Drive Stone	£64,725	£64,725	£0	£7,446 spent on Ecco toilets at Allotments in Tilling Drive (CAB90) see Appendix 1. Remainder allocated to provision of MUGA in Walton Ward. Under consideration for re-allocation to Westbridge Park
					TOTAL	£389,662	£109,831	£279,831	

Uncollected Off-Site Contributions by Ward

APPENDIX 3

No	Planning Appl No.	S106 signed	Date collected	Date invoice sent	Scheme	Amount	Planning stage	Trigger/ Threshold Point	Update
BARLASTON AND OULTON									
1	13/18947/FUL	Dec-13	n/a	n/a	Oulton Abbey	£14,736	APPROVED	on commencement	
COMMON									
2	08/11170/OUT	Sep-11	n/a	n/a	Sandon Road Motors, Stafford	£26,131	APPROVED	prior to commencement	
3	12/16840/FUL 13/19177/FUL	Nov-13	n/a	n/a	20 Sandon Road	£11,396	APPROVED	prior to commencement	two live applications but only one will be implemented
COTON									
4	12/17833/OUT	Apr-13	n/a	n/a	Site 1 MOD, Beaconside, Stafford	£337,151	APPROVED	before occupation of 1st dwelling	Leisure Officers met with Local Cllrs. First stage consultation completed for Charnely Road. Payment imminent
ECCLESHALL									
5	10/14168/OUT	Apr-13	n/a	n/a	Land at Bishop Lonsdale School, Eccleshall	£7,127	APPROVED	prior to commencement	Off site contribution and on site provision
FOREBRIDGE									
6	12/18013/EXT	Mar-13	n/a	n/a	Former Library HQ, Friars Terrace, Stafford	£28,641	APPROVED	prior to commencement	Not yet commenced
7	13/18298/FUL	Apr-13	n/a	n/a	38 Goalgate Street, Stafford	£8,252	APPROVED	prior to commencement	secured through condition
8	14/19967/FUL	Dec-14	n/a	n/a	Greenhall, Lichfield Road, Stafford	£67,711	APPROVED	prior to commencement	
HAUGHTON									
9	05/04049/OUT 06/07263/FUL	Sep-05	n/a	n/a	Haughton Farm	£18,918	APPROVED	Trigger point not stated	off site
HOLMCROFT									
10	11/16313/FUL	Jul-12	n/a	n/a	299 Stone Road, Stafford	£14,879	APPROVED	prior to commencement	
STONEFIELD AND CHRISTCHURCH									
11	12/18095/FUL	May-13	n/a	n/a	The Old Vicarage, Radford Street, Stone	TBA	APPROVED	prior to commencement	secured through condition - actual contribution unknown

Uncollected Off-Site Contributions by Ward

APPENDIX 3

No	Planning Appl No.	S106 signed	Date collected	Date invoice sent	Scheme	Amount	Planning stage	Trigger/ Threshold Point	Update
12	14/20885/FUL	Dec-14	n/a	n/a	Rear of Elmhurst Way, Stone	£9,192	APPROVED	prior to commencement	
SWYNNERTON									
13	04/03279/OUT 10/13226/EXT 13/19226/OUT	Jan-11	n/a	n/a	Walnut Tree Farm, Ash Lane, Yarnfield	£15,266	APPROVED	prior to commencement	Not yet commenced
14	13/18997/FUL	Oct-13	n/a	n/a	Winghouse Public House, Tittensor	£24,423	APPROVED	on 1st occupation	
15	13/19233/FUL	Dec-13	n/a	n/a	Swynnerton Primary School	£3,133	APPROVED	Trigger point not stated	off-site - agreement by deed
					TOTAL UNCOLLECTED	£194,409			

Outline Uncollected Contributions

APPENDIX 4

No	Planning App. No.	S106 signed	Date collected	Date invoice sent	Scheme	Amount	Planning stage	Trigger/ Threshold Point	Update
CHURCH EATON									
1	13/19305/OUT	Dec-13	n/a	n/a	The rectory, Rectory Lane, Haughton	OUTLINE	APPROVED	prior to commencement	Planning obligation by agreement
COMMON									
2	10/13362/OUT	Aug-12	n/a	n/a	Land north of A513 (Beaconside) and east of A34 (Stone Road)	OUTLINE	APPROVED	prior to commencement	86% On site provision and 14% off-site contribution
3	13/19614/OUT	Mar-14	n/a	n/a	Truview, 12 Sandon Road	OUTLINE	APPROVED	prior to commencement	off site
4	14/20683/OUT	Dec-14	n/a	n/a	Sandon Motors	OUTLINE	APPROVED	prior to commencement	off site
FOREBRIDGE									
5	06/06067/OUT	Not signed	n/a	n/a	88 Wolverhampton Rd, Stafford	OUTLINE	APPROVED	on commencement	Contribution to be decided with full application. S106 awaiting signature
6	09/12207/OUT	Mar-10	n/a	n/a	Land at and adjoining Areva, Fairway, Stafford	OUTLINE	APPROVED	prior to 25% of occupation	Final scheme to be approved by Planning and Leisure upto £175,000. On site
7	11/15998/OUT	Oct-12	n/a	n/a	Former Castleworks, Castle Street, Stafford	OUTLINE	APPROVED	commencement of the construction of 1st dwelling	Inspector allowed appeal
HAUGHTON									
8	13/19305/OUT	Dec-13	n/a	n/a	The rectory, Rectory Lane, Haughton	OUTLINE	APPROVED	prior to commencement	off site
HAYWOOD AND HIXON									
9	13/18382/OUT	Jun-13	n/a	n/a	Land adj to Greenacres, Main Road, Great Haywood	OUTLINE	APPROVED	before commencement	OSOSP to be calculated at reserved matters
10	13/19534/OUT	Aug-14	n/a	n/a	Land adj to Jubilee Playing Fields	OUTLINE	APPROVED	50% prior to commencement	

Outline Uncollected Contributions

APPENDIX 4

11	13/19631/OUT	Jul-14	n/a	n/a	Land to the west on Coley Lane	OUTLINE	APPROVED	50% prior to commencement	off site
12	14/20072/OUT	Sep-14	n/a	n/a	Land North of Hall Farm Close, Hixon	OUTLINE	APPROVED	25% of occupation	Planning obligation not signed
13	14/20197/OUT	Sep-14	n/a	n/a	Land between Rugely bypass and A460 Lichfield Road	OUTLINE	APPROVED	prior to commencement	off site
14	14/21135/OUT	Feb-15	n/a	n/a	Land off Little Tixall Lane, Gt Haywood, Staffs	OUTLINE	APPROVED	prior to occupation	off site
15	14/20886/OUT	Mar-15	n/a	n/a	Land off Little Tixall Lane, Gt Haywood, Staffs	OUTLINE	APPROVED	prior to occupation	on and off site
HOLMCROFT									
16	10/14090/OUT	Jul-11	n/a	n/a	Land at Panache Restaurant, Stone Rd, Stafford	OUTLINE	APPROVED	on commencement	OSOSP to be calculated at reserved matters
MILFORD									
17	13/18698/OUT	Aug-13	n/a	n/a	Stafford East SDL	OUTLINE	APPROVED	before commencement	on and off site
18	13/18697/OUT	Aug-13	n/a	n/a	Stafford East SDL South	OUTLINE	APPROVED	before commencement	on site
ROWLEY									
19	06/06948/OUT 11/15799/EXT O 12/17776/REM	Aug-08	n/a	n/a	Westhorpe and The Laurels, Rowley Avenue, Stafford	OUTLINE	APPROVED	on commencement	allowed on appeal - original S106 agreement still valid
STONEFIELD/CHRISTCHURCH									
20	10/13514/EXT 07/08276/OUT 13/18706/EXT O	None	None	n/a	Residential Development, P E Hines and Son, Whitebridge Lane	OUTLINE	APPROVED	before commencement	Permission expires 30.10.2013. Open space contribution to be decided via reserved matters application. Currently waiting on a S106 agreemen.

Outline Uncollected Contributions

APPENDIX 4

SWYNNERTON									
21	09/12911/OUT	Feb-12	n/a	n/a	Land at Yarnfield Park, Yarnfield	OUTLINE	APPROVED	prior to commencement	Contribution to be agreed through reserved matter application.
22	07/07936/FUL 10/13545/EXT	Cond	n/a	n/a	Groundslow Hospital Care home	FUL	APPROVED	prior to commencement	Contribution to be agreed through reserved matter application.
23	13/19226/OUT	Dec-13	n/a	n/a	Walnut Tree Farm, Yarnfield	OUTLINE	APPROVED	prior to occupation	off site
WALTON									
24	10/14117/OUT 14/20189/REM	Jun-11	n/a	n/a	Land at Tilling Drive, Walton, Stone	OUTLINE	APPROVED	prior to commencement	OSOSP to be calculated at reserved matters. 14/20189/REM approved and work commenced
25	12/16981/OUT 14/20190/REM	Apr-13	n/a	n/a	Land at Bibby's	OUTLINE	APPROVED	prior to commencement	combination of off-site contribution and on-site provision. Building not yet commenced
26	13/18283/OUT 14/20191/REM	May-13	n/a	n/a	Land at Tilling Drive, Walton, Stone	OUTLINE	APPROVED	prior to commencement	combination of off-site contribution and on-site provision. Building not yet commenced.

ITEM NO 7(e)**ITEM NO 7(e)**

Report of:	Head of Law and Administration
Contact Officer:	Sally Jones
Telephone No:	01785 619218
Ward Interest:	Stonefield and Christchurch
Report Track:	Community 23/6/15 (Only)

COMMUNITY SERVICES SCRUTINY COMMITTEE**23 JUNE 2015****Urgent Decision - Licence for Bridge Works at Trent Road, Stone****1 Purpose of Report**

- 1.1 To report an urgent decision taken by Cabinet (Minute No CAB67/15) on 5 March 2015 seeking approval for the granting of a licence for the construction of a timber single span footbridge over a channelled watercourse to provide a linked access between the Council's local nature reserve and the proposed residential development site (see **APPENDIX**).

2 Recommendation

- 2.1 That the urgent decision, that the developers of the proposed residential development site (14/21338/FUL) be granted a licence to construct a timber single span bridge to provide a linked access between the Council's local nature reserve and the proposed residential development site, be noted.

3 Key Issues and Reasons for Recommendation

- 3.1 Planning Permission for residential development has been granted for land at Trent Road Stone.
- 3.2 One of the conditions of development is that a footbridge is constructed between the development and adjoining Council Land.
- 3.3 Planning officers advised that construction of the footbridge was fundamental to the achievement of recreational and leisure enhancement required by policy N4 of the Plan for Stafford Borough.

4 Relationship to Corporate Priorities

- 4.1 This report is most closely associated with the Corporate Priority – Prosperity.

5 Report Detail

- 5.1 The Council owns land at Trent Road Stone shown edged black on the plan attached in the **APPENDIX**. It is currently operated as a local nature reserve.
- 5.2 Planning Permission (14/21338/FUL) for residential development has already been granted on land adjoining the Councils land. Pedestrian access between these pieces of land is restricted by the presence of a watercourse running along the boundary.
- 5.3 Planning Permission was granted on condition that a footbridge be constructed over the watercourse at a position shown approximately in the **APPENDIX**. The purpose of the footbridge is to improve the local recreational access from the development to the nature reserve. The planning officer recommendation considered the provision of the bridge to be fundamental to achieving the recreational and leisure enhancement that planning policy (N4 of the Plan for Stafford Borough) seeks.
- 5.4 The Council has already determined that the development, and footbridge are acceptable in planning terms. However, as landowner, the Council would need to grant permission for the bridge to be attached to its land. If construction of the bridge is refused, then the developer could end up in breach of planning condition which could affect progression of the development.
- 5.5 The land owned by the Council forms part of the Leisure portfolio and is subject to an annual grazing licence.
- 5.6 The construction of the footbridge shall not commence other than concurrently with the implementation of the residential development under application number 14/21338/FUL. The bridge licence would include a requirement to erect a kissing gate on both ends of the bridge to restrict the use to that of pedestrians only.
- 5.7 Three Members of the Committee were consulted on the urgent decision in accordance with Paragraph 4 of the Executive Procedure Rules in the Constitution.
- 5.8 The Committee is requested to note the urgent action as set out.

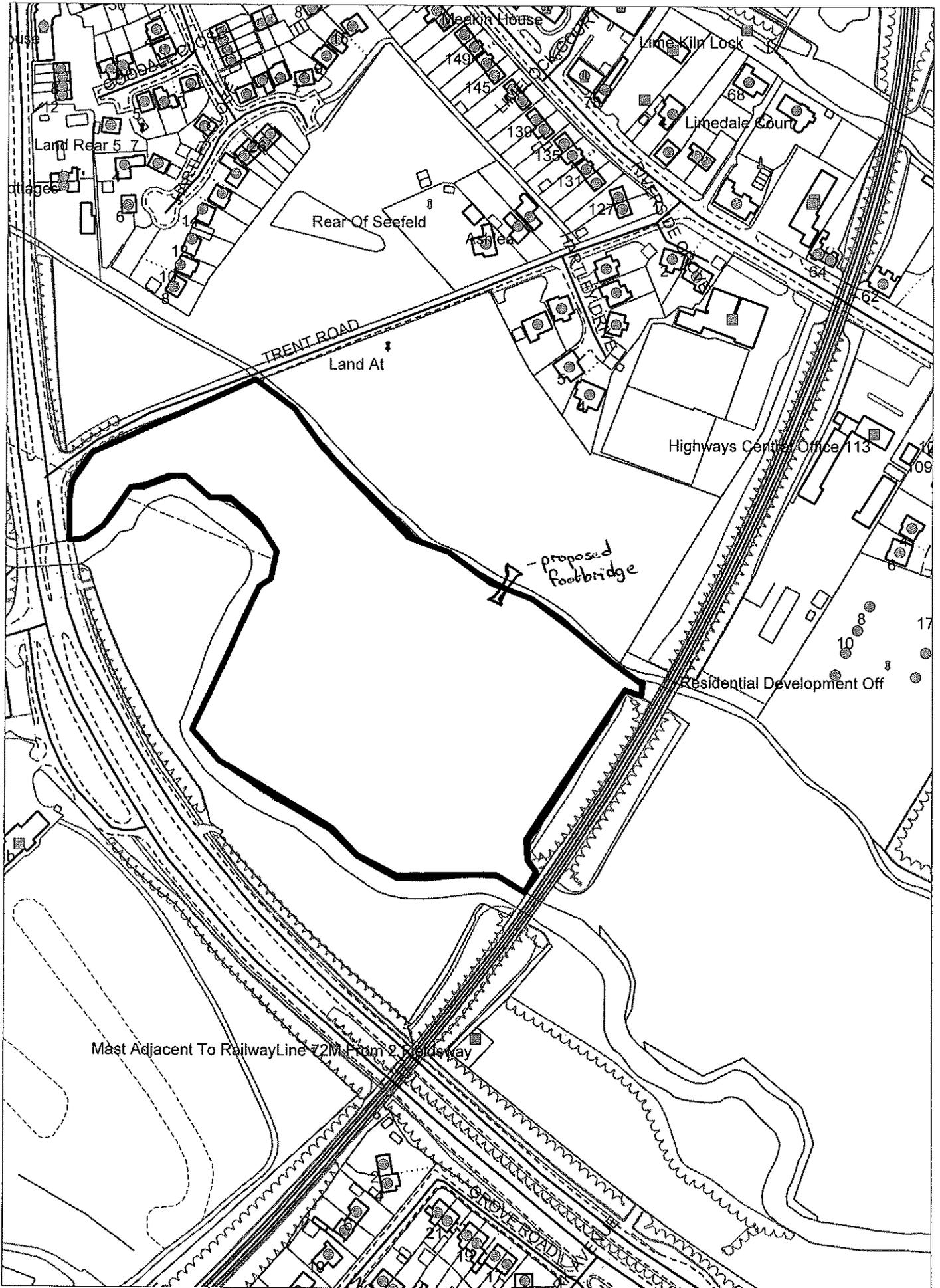
6 Implications

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

6.2 Equality and Diversity	The Borough Council considers the effect of its actions on all sections of our community and has addressed all of the following Equality Strands in the production of this report, as appropriate:- Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.
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Previous Consideration - Cabinet - 5 March 2015 - Minute No CAB67/15

Background Papers - File available in Law and Administration



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ITEM NO 7(f)**ITEM NO 7(f)**

Report of:	Head of Law and Administration
Contact Officer:	A Bailey
Telephone No:	01785 619212
Ward Interest:	Nil
Report Track:	Community 23/6/15 (Only)

COMMUNITY SERVICES SCRUTINY COMMITTEE

23 JUNE 2015

Business Planning Report

1 Purpose of Report

- 1.1 To review the programme of business considered by the Resources and Corporate Services Scrutiny Committee in 2014/15 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 Community Services Scrutiny Committee has considered a wide variety of issues affecting the Community, Environment, Leisure and Planning and Regeneration Portfolios, ranging from Staffordshire County Council's Achieving Excellence in Early Years, Stoke-on-Trent and Staffordshire Local Enterprise Partnership, Food Safety Annual Report 2013/14, Community Infrastructure Levy and the Effects of the Staffordshire University Relocation and Expansion of MoD Stafford on the Borough.
- 3.2 The Committee have undertaken a Task and Finish Review relating to Respect of Future Support and Co-operation for the Community and Voluntary sector in Stafford Borough, whilst monitoring the recommendations from their previous review of Stafford Market.
- 3.3 The Committee continues to control 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 Priority Areas “Prosperity”, “Clean, Green and Safe” and “Health and Wellbeing”.

5 Report Detail

- 5.1 During the past year, the Community Services Scrutiny Committee has considered a wide variety of issues affecting the Community, Environment, Leisure and Planning and Regeneration Portfolios, ranging from Staffordshire County Council’s Achieving Excellence in Early Years, Stoke-on-Trent and Staffordshire Local Enterprise Partnership, Food Safety Annual Report 2013/14, Community Infrastructure Levy and the Effects of the Staffordshire University Relocation and Expansion of MoD Stafford on the Borough.
- 5.2 The Committee have undertaken a detailed Task and Finish Review relating to the Future Support and Co-operation for the Community and Voluntary sector in Stafford Borough, the recommendations from which were subsequently accepted by Cabinet. The Committee has also continued to monitor the recommendations arising from their previous review of Stafford Market.
- 5.3 The Committee continues to control its own Work Programme and regularly makes appropriate adjustments.
- 5.4 The Committee considered a Councillor Session Item related to Rowley Park Stadium.
- 5.5 The Committee have received presentations relating to the following areas:-
- Housing and Homelessness Strategies 2014 - 2019
 - Empty Homes Review
 - Stafford Market - Update
- 5.6 The Committee have considered the following items that were referred to it directly from the Cabinet:-
- Fees and Charges Review 2015 - referred from Cabinet
 - Planning and Regeneration Portfolio - General Fund Revenue Budget 2014/2015 - 2017/2018 and Capital Programme 2014/15 - 2017/18- referred from Cabinet
 - Environment Portfolio - General Fund Revenue Budget 2014/2015 - 2017/2018 and Capital Programme 2014/15 - 2017/2018- referred from Cabinet
 - Leisure Portfolio - General Fund Revenue Budget 2014/2015 - 2017/2018 and Capital Programme 2014/2015 - 2017/2018- referred from Cabinet

- Community Portfolio - General Fund Revenue Budget 2014/2015 - 2017/2018 and Capital Programme

5.7 Under its Terms of Reference, the Committee has received details of the General Fund Budget and Capital Programme for the Community, Environment, Leisure and Planning and Regeneration Portfolios as well as receiving regular In Pursuit of Success reports that monitored both operational and financial performance.

5.8 Other issues considered by the Committee included:-

- Staffordshire County Council Achieving Excellence in Early Years
- Stafford Enterprise
- Stoke-on-Trent and Staffordshire Local Enterprise Partnership
- Final Accounts 2013/14
- Health and Safety Service Annual Report 2013/14
- Food Safety Annual Report 2013/14
- Community Infrastructure Levy
- The Effects of the Staffordshire University Relocation and Expansion of MoD Stafford on the Borough

5.9 The Committee's Work Programme is already populated for the forthcoming Municipal Year with items relating to Section 106 Agreements, Stafford Market, Homelessness, Stafford Enterprise and the Local Enterprise Partnership and the Police and Crime Commissioner.

5.10 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 6.4 of the Constitution whereby the Committee is required to report annually to the Council on its workings and future Work Programme.

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	Equality and Diversity	<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,</p>
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	race, religion or belief, sex, sexual orientation.
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Previous Consideration - Nil

Background Papers - File available in Law and Administration

ITEM NO 7(g)**ITEM NO 7(g)**

Report of:	Head of Law and Administration
Contact Officer:	A Bailey
Telephone No:	01785 619212
Ward Interest:	Nil
Report Track:	Community 23/6/15 (Only)

COMMUNITY SERVICES SCRUTINY COMMITTEE

23 JUNE 2015

Work Programme - Community Services Scrutiny Committee

1 Purpose of Report

- 1.1 The purpose of this report is to present the Community Services Scrutiny Committee's Work Programme.

2 Recommendation

- 2.1 That the Community Services Scrutiny Committee considers and comments upon their Work Programme.

3 Key Issues and Reasons for Recommendation

- 3.1 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.

- 3.2 Accordingly, an up-to-date copy of the Community Services Scrutiny Committee's Work programme is provided for Members to consider and comment upon.

4 Relationship to Corporate Priorities

- 4.1 The work of the Community Scrutiny Committee supports all of the Council's corporate priorities.

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 Community Services Scrutiny Committee, an up-to-date copy of the Work programme will be provided for Members to consider and comment upon.

5.3 Accordingly, attached at **APPENDIX** is the Community Services Scrutiny Committee's current 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 Equality and Diversity	<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

COMMUNITY SERVICES SCRUTINY COMMITTEE

23 JUNE 2015

Work Programme - Community Services Scrutiny Committee

TUESDAY 11 AUGUST 2015 at 6:30 PM

Minutes of Last Meeting: 23 June 2015
Officer Items by: **Monday 27 July 2015**
Call-in Deadline: **Tuesday 14 July 2015**
Member/Public Items by: **Thursday 30 July 2015**
Agenda Despatch on: **Monday 3 August 2015**

Officer Reports	<ul style="list-style-type: none"> • In Pursuit of Success/Budget Monitoring Head of Policy and Improvement/Head of Finance • Stafford Town Centre Development strategy Head of Planning and Regeneration • Community Portfolio - Final Accounts 2014/15 Head of Finance • Work Programme Scrutiny Officer
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THURSDAY 19 NOVEMBER 2015 at 6:30 PM

Minutes of Last Meeting: 11 August 2015
Officer Items by: **Wednesday 4 November 2015**
Call-in Deadline: **Tuesday 17 November 2015**
Member/Public Items by: **Monday 9 November 2015**
Agenda Despatch on: **Wednesday 11 November 2015**

Officer Reports	<ul style="list-style-type: none"> • In Pursuit of Success/Budget Monitoring Head of Policy and Improvement/Head of Finance • Fees and Charges Review 2016 Head of Finance • Work Programme Scrutiny Officer
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TUESDAY 15 DECEMBER 2015 at 4:30 PM	
Minutes of Last Meeting:	19 November 2015
Officer Items by:	Monday 30 November 2015
Call-in Deadline:	Tuesday 17 November 2015
Member/Public Items by:	Thursday 3 December 2015
Agenda Despatch on:	Monday 7 December 2015
Officer Reports	<ul style="list-style-type: none"> • Planning and Regeneration Portfolio - General Fund Revenue Budget 2016/2017 and Capital Programme 2016/17 - 2018/19 Head of Finance • Environment Portfolio - General Fund Revenue Budget 2016/2017 and Capital Programme 2016/17 - 2018/19 Head of Finance • Leisure Portfolio - General Fund Revenue Budget 2016/2017 and Capital Programme 2016/17 - 2018/19 Head of Finance • Community Portfolio - General Fund Revenue Budget 2016/2017 and Capital Programme 2016/17 - 2018/19 Head of Finance • Work Programme Scrutiny Officer
THURSDAY 25 FEBRUARY 2016 at 6:30 PM	
Minutes of Last Meeting:	15 December 2015
Officer Items by:	Wednesday 10 February 2016
Call-in Deadline:	Tuesday 16 February 2016
Member/Public Items by:	Monday 15 February 2016
Agenda Despatch on:	Wednesday 17 February 2016
Officer Reports	<ul style="list-style-type: none"> • In Pursuit of Success/Budget Monitoring Head of Policy and Improvement/Head of Finance • Work Programme Scrutiny Officer

FUTURE ITEMS	
<ul style="list-style-type: none"> • Staffordshire County Council's Proposals for Youth and Community Services and the Supporting People Programme Head of Leisure and Culture • Consultation on Victoria Park Head of Leisure and Culture 	