

Dear Members

Economic Development and Planning Scrutiny Committee

A meeting of the Economic Development and Planning Scrutiny Committee will be held in the **Craddock Room, Civic Centre, Riverside Stafford** on **Thursday 13 March 2025 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.



Head of Law and Governance

ECONOMIC DEVELOPMENT AND PLANNING SCRUTINY COMMITTEE

13 MARCH 2025

Chair - Councillor F Beatty

AGENDA

- 1 Minutes of 4 February 2025 as previously published on the Council's website.
- 2 Apologies
- 3 Public Question Time - Nil
- 4 Councillor Session - Nil
- 5 Members' Items - Nil
- 6 Called In Items - Nil

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| | ITEM NO 7(a) Final Recommendations from Task and Finish Group <i>(to follow)</i> | | - |
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Membership

Chair - Councillor F Beatty

J A Barron	A M Loughran
F Beatty	D M McNaughton
B M Cross	A Nixon
P C Edgeller	J S Powell
E G R Jones	D P Rouxel

Agenda Item 7(b)**Quarter 3 Performance Report for 2024-25**

Committee:	Cabinet
Date of Meeting:	6 March 2025
Report of:	Head of Transformation and Assurance
Portfolio:	Resources Portfolio

1 Purpose of Report

- 1.1 To advise Members on the progress in delivering the Council's priorities and performance at the end of the quarter 3 for 2024-25.

2 Recommendations

- 2.1 To note the progress made during quarter 3 in the delivery of the Council's priorities and performance as set out in **APPENDICES 1 AND 2**.

Reasons for Recommendations

- 2.2 The performance information allows Cabinet to monitor progress in delivery of the Council's corporate priorities and operational services.

3 Key Issues

- 3.1 Priority Delivery Plans (PDPs) for 2024/25 have been produced pending the development of a new Corporate Business Plan. They set out the Council's key strategic and operational priorities and the key actions to deliver these.
- 3.2 Overall, 76% of the key actions have been delivered or are on schedule to be completed. Progress in delivering the PDPs is summarised in 5.3 of the report and set out in detail in **APPENDICES 1A TO 1D**.
- 3.3 With regard to the operational performance of the key services of the Council, 76% of targets have been met or exceeded. Further details can be found at 5.6 and in **APPENDIX 2**.

4 Relationship to Corporate Priorities

- 4.1 The indicators and actions contribute individually to all of the Council's priorities.

5 Report Detail





5.1 The Corporate Business Plan 2021-24 sets out the Council's overarching priorities. Pending the development of the new corporate business plan, the overarching priority themes remain the same but new priority delivery plans have been developed setting out the key strategic and operational priority projects and the key actions to deliver these.

Priority Delivery Plans

5.2 The Priority Delivery Plans are set out in **APPENDICES 1A TO 1D**, to this report. These plans establish the actions and timetable for delivery and form the basis of the Council's performance reporting framework.

5.3 A commentary on performance and a rating for each of the actions set out in the Delivery Plans is given in **APPENDICES 1A TO 1D**. A summary of progress, by rating, is given in table 1 below.

Table 1: Summary of progress in delivery of key projects/actions as at end of Quarter 3

Performance Rating	Action complete	Work on Target	Work < 3 months behind schedule	Work > 3 months behind schedule	N/A	Actions due by end of Quarter 3	Actions not yet due	Total Number of Actions
Corporate Business Plan Priority							N/A	
The Economy	10	3	5			18	9	27
Community	7	3	1		1	12	12	24
Climate Change			3			3	0	3
The Council	7	4	1			12	5	17
Total	24 (54%)	10 (22%)	10 (22%)		1 (2%)	45	26	71





5.4 At the end of quarter 3, of the 45 projects/actions due for delivery in this period:

- 34 (76%) have been completed or are on target to be completed; and
- 11 (24%) are behind schedule or no longer applicable.

Key Performance Indicators

5.5 In addition to the Delivery Plans, performance is also reported against the delivery of key operational services; Key Performance Indicators (KPIs) for these services are set out in **APPENDIX 2**. In summary:

Table 2 - Summary of key performance indicators for Quarter 3

Corporate Business Plan Priority					N/A	Total Number of KPIs
	Performance exceeds target	Performance on target	Performance < 5% below target	Performance > 5% below target	Not Available / Annual	
The Economy	4		2	1		7
Community	7	3	1		8	19
The Council	4	1	1	1	6	13
Total	15	4	4	2	14	39

5.6 Of the 25 indicators due to be reported on in quarter 3:

- 19 indicators show performance on or above target (76%); and
- 6 indicators show performance below target (24%).

6 Implications

6.1 Financial

There are no direct financial implications arising from the report. The financial management of the PDPs is standard in accordance with Financial Regulations and any measure to address a performance shortfall as reflected in a PDP report will require compensatory savings to be identified in the current year and be referred to the budget process for additional resources in future years.

6.2 Legal

None

6.3 Human Resources

None

6.4 Risk Management

The Council's Strategic Risk Register sets out the risks the Council faces in delivering its priorities.

6.5 Equalities and Diversity

Equality and diversity matters are addressed in individual services areas and by undertaking equality impact assessments for projects and programmes of work where this is necessary and appropriate.

6.6 Health

None

6.7 Climate Change

None

7 Appendices

Appendix 1A: The Economy

Appendix 1B: Community

Appendix 1C: Climate Change

Appendix 1D: The Council

Appendix 2: Key Performance Indicators

8 Previous Consideration

None

9 Background Papers

Corporate Plan 2021-24

Contact Officer: Judith Aupers

Telephone Number: 01543 46411

Ward Interest: Nil





Report Track: Cabinet 6 March 2025
Resources Scrutiny Committee 5 March 2025
Economic Development and Planning Scrutiny 13 March 2025
Community Wellbeing Scrutiny Committee 20 March 2025

Key Decision: No

Priority Delivery Plan for 2024-25

Priority 1 - The Economy

Summary of Progress as at end of Quarter 3

Quarter					Total Number of Projects
	Action completed	Work on target	Work < 3 months behind schedule	Work > 3 months behind schedule	
1 and 2	5		3		8
3	5	3	2		10
4					9
TOTAL	10 (56%)	3 (16%)	5 (28%)		18 to Q3






Summary of Successes as at Quarter 3



Securing approval for demolition on the Guildhall and Co-op sites and confirmation of the appointed contractor.

Summary of Slippage as at Quarter 3




Start on site date for the Station Gateway project delayed whilst clarification of funding was outstanding with MHCLG. This has now been received and workstreams are progressing.






Priority 1 - The Economy

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
Delivery of major economic growth regeneration projects	Stafford Town Centre Transformation (Future High Street Fund)						
	• Commence work on Station Approach project		X			Works are now scheduled to commence in early 2025	
	• Conclude acquisition of former Co-operative department store		X			Contracts exchanged/completed in November 2024.	
	• Secure planning consents for demolition of Guildhall Shopping Centre and former Co-operative department store			X		Planning consent was issued on 17 October 2024 in respect of the partial demolition of the Guildhall and prior approval for partial demolition of the former Co-op was issued on 5 September 2014.	
	• Commence demolition works to Guildhall Shopping Centre			X		Contractors Cawarden were appointed in October 2024.	
• Commence demolition works to former Co-operative department store			X		Contractors Cawarden were appointed in October 2024		

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
	<ul style="list-style-type: none"> Identify development delivery route for cleared Guildhall and Co-op sites including delivery model, scheme development mix, funding model and procurement and details of public consultation 				X		
	Stafford Station Gateway						
	<ul style="list-style-type: none"> Establish Programme Board and governance arrangements 		X			Confirmation of the funding award from MHCLG was received during December 2024 enabling Memorandum of Understanding to be issued by MHCLG and work to progress on the governance arrangements	
	<ul style="list-style-type: none"> Acquisition of commercial interests (subject to confirmation of Levelling Up Funding award from MHCLG) 			X		This was paused due to the delay in MHCLG confirmation of the funding award which was received during December 2024 enabling work to progress in Q4	
	<ul style="list-style-type: none"> Commence remediation works on site (subject to confirmation of Levelling Up Funding award from MHCLG) 				X		

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
	UK Shared Prosperity Fund						
	<ul style="list-style-type: none"> Implement and deliver the UKSPF projects in year 3 of the Council's approved Investment Plan, working towards full allocation of spend by 31 March 2025 and delivery of outputs 				X		
Local Plan	<ul style="list-style-type: none"> National Planning Policy Framework (NPPF) consultation response & local impacts 		X			Consultation response submitted	★
	<ul style="list-style-type: none"> Review of evidence base for new Local Plan Review approach to Development Strategy for new Local Plan 			X		Assessment of evidence base completed NPPF published 12 December 2024. Review of development strategy progressing	✓
	<ul style="list-style-type: none"> Revised Local Development Scheme (LDS) and Local Plan resource requirements including evidence base Agree approach to Design Coding and Conservation Area Appraisals 				X		

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
Development Management service improvement and transformation	<ul style="list-style-type: none"> Re-introduce pre-application advice on a chargeable basis 			X		Cabinet approval to re-introduce pre-application obtained on 5 December 2024.	
	<ul style="list-style-type: none"> Commission External review of Development Management service 		X			Consultant has been appointed following a competitive procurement exercise.	
	<ul style="list-style-type: none"> Complete External review of Development Management service and development of improvement service delivery plan 			X		Work on the review is well underway with the appointed consultant (Mondrem) completing the majority of stakeholder / customer interviews. Furthermore, a baseline assessment of performance, processes, operating model, staffing and budgets is being undertaken. The review is expected to be completed during Q4 with a report setting out recommendations and an improvement plan presented for consideration.	
	<ul style="list-style-type: none"> New Planning system scoping and specification 				X		
	<ul style="list-style-type: none"> Review planning enforcement service provision and protocols/ policy 				X		

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
Planning Obligations - Review of Policy and Allocations	<ul style="list-style-type: none"> Charging schedules for Section 106 and Biodiversity Net Gain (BNG) monitoring fees <ul style="list-style-type: none"> Cabinet approval Implementation 		X	X		<p>BNG monitoring fees approved at Cabinet.</p> <p>S106 charging schedule approved by Cabinet.</p> <p>Implementation through Fees and Charges 2025/2026</p>	 
	<ul style="list-style-type: none"> Implement Exacom system for BNG 			X		Subject to budget setting process ahead of delivery	
	<ul style="list-style-type: none"> Planning Obligations Working Group <ul style="list-style-type: none"> Establish group and terms of reference Agree governance and schedule of meetings 		X			<p>Report to return to Leadership Team but has not been signed off by Finance. Still awaiting comments.</p> <p>Governance and meeting schedule to follow once report signed off.</p>	
	<ul style="list-style-type: none"> Programme and Project Allocations including Cannock Chase SAC and Leisure through updated evidence base 					X	
Land Charges	Full review of Land Charges service to include a review of current processes and IT system		X			Land Charges service review complete. Review of IT systems carried out and	

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
						recommendations made for replacement system.	
	Transformation of Land Charges scoped and timeline in place to drive this forward			X		Project plan for transformation and new IT system requirements in place.	★
	Procure replacement IT System				X		
	Working towards transformed service				X		

Work Programme - Economic Development and Planning Scrutiny Committee

Committee:	Economic Development and Planning Scrutiny
Date of Meeting:	13 March 2025
Report of:	Head of Law and Governance
Portfolio:	Economic Development and Planning Portfolio

1 Purpose of Report

- 1.1 The purpose of this report is to present the Economic Development and Planning Scrutiny Committee's Work Programme

2 Recommendation

- 2.1 That the report be noted.

3 Key Issues

- 3.1 The first stage in achieving a Member-led Overview and Scrutiny process is to develop a Work Programme for the Members of the Committee to own.
- 3.2 Accordingly, an up-to-date copy of the Economic Development and Planning Scrutiny Committee's Work Programme is provided for Members to consider or amend as appropriate.

4 Relationship to Corporate Priorities

- 4.1 This report is most closely associated with the following Corporate Business Objective 1:-

To deliver sustainable economic and housing growth to provide income and jobs.

5 Report Detail

- 5.1 Members will recall that one of the fundamental philosophies behind the creation of Overview and Scrutiny is that the process should be Member-led and the first stage in achieving this is to develop a Work Programme that is:-
- Owned by all Members of the Scrutiny Committee
 - Flexible to allow the Committee to react to urgent items
 - Contain aspects of both Overview and Scrutiny
- 5.2 Therefore, at each scheduled meeting of the Economic Development and Planning Scrutiny Committee, an up-to-date copy of the Work Programme will be provided for Members to consider or amend as appropriate.
- 5.3 The Work Programme includes provision for the Committee to scrutinise appropriate items delivered through the Council's Service Delivery Plan up to twelve months in advance, whilst maintaining the flexibility to respond to any issues that may arise.
- 5.4 Accordingly, attached at **APPENDIX** is the Economic Development and Planning Scrutiny Committee's current Work Programme to consider or amend as appropriate.

6 Implications

6.1 Financial

None

6.2 Legal

None

6.3 Human Resources

None

6.4 Risk Management

None

6.5 Equalities and Diversity

The Borough Council considers the effect of its actions on all sections 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.

6.6 Health

None

6.7 Climate Change

None

7 Appendices

Appendix: Work Programme

8 Previous Consideration

None

9 Background Papers

File available in Law and Governance

Contact Officer: Jackie Allen

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Ward Interest: Nil

Report Track: Economic Development and Planning Scrutiny
Committee - 13 March 2025 (Only)

Key Decision: N/A

Work Programme - Economic Development and Planning Scrutiny Committee

Future Items:

Tourism / Visitor Economy - Charlotte Cain

Parking Strategy

Masterplan - joint with Community Wellbeing

Historic Buildings in Town Centres - Policy regarding Historic Importance

Protecting Our Rivers and Oceans Motion (Local Plan) - July meeting - invite Water Authorities and Independent Drainage Board.

Rural Businesses Support