

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 **Tuesday 19 November 2024 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

19 NOVEMBER 2024

Chair - Councillor F Beatty

AGENDA

- 1 Minutes of 17 October 2024 as previously published on the Council's website.
- 2 Apologies
- 3 Public Question Time - None
- 4 Councillor Session - None
- 5 Members' Items - Task and Finish Group - Town Centre Events - Recommendations (Councillor D McNaughton). *Report to follow.*
- 6 Called In Items - None

	Page Nos
7 Officers' Reports	
ITEM NO 7(a) Q2 Performance Report	3 - 12
HEAD OF ECONOMIC DEVELOPMENT AND PLANNING	
ITEM NO 7(b) UKSPF Update (PART CONFIDENTIAL)	13 - 21
HEAD OF ECONOMIC DEVELOPMENT AND PLANNING	
ITEM NO 7(c) Stafford Station Gateway Update (<i>verbal update</i>)	-
HEAD OF ECONOMIC DEVELOPMENT AND PLANNING	
ITEM NO 7(d) Work Programme	22 - 26
HEAD OF LAW AND GOVERNANCE	

Membership

Chair - Councillor F Beatty





J A Barron
F Beatty
B M Cross
P C Edgeller
E G R Jones

A M Loughran
D M McNaughton
A Nixon
J S Powell
D P Rouxel

Priority Delivery Plan for 2024-25

Priority 1 - The Economy

Summary of Progress as at end of Quarter 2

Quarter					Total Number of Projects
	Action completed	Work on target	Work < 3 months behind schedule	Work > 3 months behind schedule	
1 and 2	3	1	4		8
3					10
4					9
TOTAL	3	1	4		8 to Q2



Summary of Successes as at Quarter 2



Planning consent secured for the demolition of the former Co-op department store and the Guildhall Shopping Centre
National Planning Policy Framework consultation - submission of consultation response.


Summary of Slippage as at Quarter 2



Delays to Stafford Station Gateway project as the Council is yet to receive confirmation of the funding award from MHCLG.
Delay in introducing S106 monitoring fees and commencing review of S106 policy and procedures.


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 set to exchange/complete in early November 2024	
	• Secure planning consents for demolition of Guildhall Shopping Centre and former Co-operative department store			X			
	• Commence demolition works to Guildhall Shopping Centre			X			
	• Commence demolition works to former Co-operative department store			X			
	• 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	





Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
	Stafford Station Gateway						
	<ul style="list-style-type: none"> Establish Programme Board and governance arrangements 		X			Confirmation of Levelling Up Funding award from MHCLG is still outstanding	
	<ul style="list-style-type: none"> Acquisition of commercial interests (subject to confirmation of Levelling Up Funding award from MHCLG) 			X			
	<ul style="list-style-type: none"> Commence remediation works on site (subject to confirmation of Levelling Up Funding award from MHCLG) 				X		
	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	

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
	<ul style="list-style-type: none"> Review of evidence base for new Local Plan Review approach to Development Strategy for new Local Plan 			X			
	<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		
Development Management service improvement and transformation	<ul style="list-style-type: none"> Re-introduce pre-application advice on a chargeable basis 			X			
	<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			
	<ul style="list-style-type: none"> New Planning system scoping and specification 				X		





Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
	<ul style="list-style-type: none"> Review planning enforcement service provision and protocols/ policy 				X		
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		BNG monitoring fees approved at Cabinet. Draft S106 charging schedule produced; currently finalising report with input from Finance.	
	<ul style="list-style-type: none"> Implement Exacom system for BNG 			X			
	<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			Report to return to Leadership Team but has not been signed off by Finance. Still awaiting comments. Governance and meeting schedule to follow once report signed off.	
	<ul style="list-style-type: none"> Programme & Project Allocations including Cannock Chase SAC and Leisure through updated evidence base 					X	

Project	Actions and Milestones	Q1	Q2	Q3	Q4	Progress Update	Symbol
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 recommendations made for replacement system. Processes under review to align with replacement system	
	Transformation of Land Charges scoped and timeline in place to drive this forward			X			
	Procure replacement IT System				X		
	Working towards transformed service				X		

Summary of Key Performance Indicators (KPIs) for 2024/25 - as at end of Quarter 2


Symbol	Description	The Economy	The Community	The Council	Total
	Performance exceeds target	3	5	3	11
	Performance on target		3		3
	Performance < 5% below target	1	4	3	8
	Performance > 5% below target	1	1	1	3
N/A	Reported Annually / Not Applicable	2 awaited	6	6	12 + 2 awaited
	TOTAL	7	19	13	39

KPIs for Business Objective 1 - The Economy

Symbol	Description	Qtr 2	Qtr 3	Qtr 4	End of Year
	Performance exceeds target	3			
	Performance on target				
	Performance < 5% below target	1			
	Performance > 5% below target	1			
N/A	Reported Annually / Not Applicable	2 awaited			
	TOTAL	7			

Indicator	Year End 23/24	Target 24/25	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Year End 24/25	Rating Symbol	Comments
Planning									
Major Planning Applications determined within time	91.89%	60%	80%	87.5%				★	
Non-major Planning Applications determined within time	78.56%	70%	87.3%	86.1%				★	
Major Planning Applications overturned at appeals as percentage of no. applications determined	New	< 10%	1.7%	Data awaited					Calculation is rolling 2 year period to Q2 24/25
Non-major Planning Applications overturned at appeals as percentage of no. applications determined	New	< 10%	1.3%	Data awaited					Calculation is rolling 2 year period to Q2 24/25
Building Control									
Applications registered and acknowledged within 3 days of valid receipt	98%	95%	94%	92%				✘	Staff shortages have slightly delayed the processing of applications.
Full plans applications with initial full assessment within 15 days of valid receipt	85%	80%	78%	87%				★	

Appendix 2

Indicator	Year End 23/24	Target 24/25	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Year End 24/25	Rating Symbol	Comments
Customers satisfied or very satisfied with the service	85%	90%	100%	80%					There were very few returns this quarter with one negative response.

Agenda Item 7(b)

UK Shared Prosperity Fund - Investment Plan Update

Committee:	Economic Development and Planning Scrutiny
Date of Meeting:	19 November 2024
Report of:	Martyne Manning
Portfolio:	Economic Development and Planning

1 Purpose of Report

- 1.1 The purpose of the report is to provide the committee with an update on the Stafford Borough Council UK Shared Prosperity Fund (UKSPF) Investment Plan and the Rural England Prosperity Fund (REPF) position as at 30 September 2024.

2 Recommendations

- 2.1 That the committee note the report

3 Key Issues

- 3.1 The UKSPF/REPF funding has helped to support many capital projects and a range of revenue projects. Both local communities and local businesses have benefitted from the range of programmes delivered so far. The issue remains as to what funding if any will be made available to continue with the support via UKSPF/REPF. The recent budget announcement of £900 million to continue with UKSPF has yet to be allocated.

4 Relationship to Corporate Priorities

- 4.1 The delivery of the UKSPF/REPF programme will support delivery of the Councils' corporate business objectives, as follows:

Corporate Business Priority 1 - to deliver sustainable economic and housing growth to provide income and jobs

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

5 Report Detail

- 5.1 The UK Government has allocated £4,673,295 of UKSPF and £487,936 of REPF to the Council to deliver the Stafford Borough UKSPF Investment Plan and REPF Addendum.
- 5.2 This funding supports investments from April 2022 to March 2025. The REPF is a rural top-up to UKSPF allocations in eligible Local Authorities in England, for the period April 2023 to March 2025.
- 5.3 DLUHC/UKSPF have updated their approach to Year 2 underspends and year 3 payments. 100% of underspends from Year 2 can be retained by all lead local authorities for spend on local priorities. Under this threshold-based approach, local authorities can access all of Year 3 allocation however the initial payment for Year 3 will be determined by previous spend over the first two years of the Fund. To enable draw down of 100% of year 3 allocation local authorities have to evidence spend of 80% of the initial 2 year allocation. Stafford Borough Council have achieved 85% of our allocation and have received our UKSPF of £2,971,853 and £182,976 of REPF to support Local Businesses. The balance of £182,976 is available on drawn down.
- 5.4 Our addendum set out that we would allocate:
- £121,984 to support Rural Communities - Funding available July 2023 to March 2024
 - £365,952 to support Rural Businesses - Funding available April 2024 to March 2025

Programme Update

- 5.5 UKSPF/REPF Projects for year 23/24 have now been delivered on time and to budget. Those carried over to 24/25 were approved by DLUHC. The following table relate to 23/24 projects. 24/25 funding has been received and projects therefore have been triggered for action. **CONFIDENTIAL APPENDIX.**

6 Reason(s) for Appendix being 'Not for Publication'

- 6.1 In accordance with the provisions of Schedule 12A of the Local Government Act 1972 (as amended), the **APPENDIX** is considered 'not for publication' under the following categories of exemption:
- Exempt Paragraph 1 - Information relating to any individual.
 - Exempt Paragraph 2 - Information which is likely to reveal the identity of an individual

- Exempt Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the Council).

Communications

6.2 The Business Growth Team have carried out the following promotional activities to raise awareness of UKSPF/REPF.

- Monthly Business Bulletin to 3000 subscribers to inform and update on current UKSPF funding and support schemes.
- Regular page updates on SBC website outlining UKSPF projects (subscribers receive automatic updates)
- Emails to individual Officers client bases to highlight UKSPF programmes
- LinkedIn activity SBC and Officer pages
- Regular updates to our stakeholders in Further Education - Stafford College, Keele University, Staffordshire University.
- Meeting with IOT to help with promotion including press releases
- Case studies distributed to business membership groups, networking groups and business support groups including Chamber of Commerce, FSB and Growth Hub
- One to one phone calls and Teams meetings with individual business owners to discuss UKSPF/REPF programmes available to them
- Updates at various County Council steering groups where Officers are members including those supporting the Rural Economy, Visitor Economy, Enterprise and Entrepreneur roundtable, Start-up working group
- Social media campaigns highlighting UKSPF/REPF via SBC
- Social media campaigns via Our Beautiful Borough campaigns highlighting grants available for tourism, hospitality and leisure businesses
- Delivery partners have been promoting the various Business Growth Programmes via press releases and social media including:
 - (i) High Street Boost
 - (ii) Ignite and Thrive
 - (iii) Going for Growth

6.3 The following press releases have been issued to date:

9/12/22	UKSPF awarded to SBC
10/2/23	Announcement of green light for a range of projects to be launched
9/3/23	Visitor Promotional Campaign announced
29/6/23	Launch of Rural Business to Business Grant announced
13/7/23	REPF launch of our policy
1/9/23	Launch of Green Solutions Programme announced.
4/9/23	Rural Business to Business Grant featuring a successful application
12/9/23	Visitor economy press release highlighting 1 million sightings of campaign
7/11/23	Rural B2B grant press release
15/1/24	Press release for Stone Town Council Heritage Centre
30/1/24	Business Innovation Grant
8/2/24	Forton Cricket Club revamp of clubhouse
24/5/24	Press release around Going Greener funding
15/7/24	Announcement of High Street Boost Stafford
24/8/24	Press release around BIG 2 launch
27/8/24	Announcement of High Street Boost for Stone and Eccleshall
16/9/24	Council helping local businesses go for growth in Stafford

6.4 Following the successful delivery of the Business Innovation Grant programme and the Rural England Prosperity Fund so far there are 45 organisations who have received direct funding and will be contacted with a view to preparing press releases and case studies. Videos for REPF awards in rural areas are being developed.

7 Implications

7.1 Financial

None

7.2 Legal

None

7.3 Human Resources

The programme is being delivered by the SBC Business Growth Team

7.4 Risk Management

None

7.5 Equalities and Diversity

None

7.6 Health

None

7.7 Climate Change

None

8 Appendices

Confidential Appendix: UK Shared Prosperity Fund - Investment Plan Update

9 Previous Consideration

None

10 Background Papers

None

Contact Officer: Martyne Manning

Telephone Number: 07800 619470

Ward Interest: All

Report Track: Economic Development and Planning Scrutiny Committee - 19 November 2024 (Only)

Key Decision: No

Agenda Item 7(d)

Work Programme - Economic Development and Planning Scrutiny Committee

Committee: Economic Development and Planning Scrutiny

Date of Meeting: 19 November 2024

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 Recommendations

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: Ian Curran

Telephone Number: 01785 619220

Ward Interest: Nil

Report Track: Economic Development and Planning Scrutiny
Committee - 19 November 2024 (Only)

Key Decision: N/A

Work Programme - Economic Development and Planning Scrutiny Committee

****Additional Date** Tuesday 4 FEBRUARY 2025 at 6.30pm**

Report Deadline: Monday 20 January 2025

Officer Reports:

- Feedback from Scrutiny Chairs, Chief Executive and Head of Law and Governance Meeting**
Head of Economic Development and Planning
- Independent Review Feedback**
Head of Economic Development and Planning
- Work Programme**
Head of Law and Governance

Thursday 13 March 2025 at 6.30pm

Report Deadline: Wednesday 26 February 2025

Officer Reports:

- Q3 Performance Report**
Head of Transformation and Assurance
- S106 Update**
Head of Economic Development and Planning
- NPPF Changes Including Solar and On-Shore Wind Farms**
Head of Economic Development and Planning
- Local Plan / Meecebrook**
Head of Economic Development and Planning
- Tourism / Visitor Economy Update (Charlotte Cain)**
Head of Economic Development and Planning
- Development Management Update**
Head of Economic Development and Planning
- Work Programme**
Head of Law and Governance

Future Items:

Parking Strategy

Masterplan - joint with Community Wellbeing

Historic Buildings in Town Centres - Policy regarding Historic Importance

Protecting Our Rivers and Oceans Motion (Local Plan) - invite Water Authorities.

Rural Businesses Support