

Local Service Delivery Committee (Macclesfield) Agenda

Date: Monday, 29th October, 2012
Time: 4.00 pm
Venue: Council Chamber - Town Hall, Macclesfield, SK10 1EA

1. **Apologies**

To receive apologies for absence.

2. **Minutes** (Pages 1 - 4)

To approve the minutes as a correct record.

5. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

4. **Public Speaking/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a period of 10 minutes is allocated for members of the public to address the meeting on any matter relevant to the work of the meeting. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

For requests for further information

Contact: James Morley
Tel: 01270 686468
Mail: james.morley@cheshireeast.gov.uk

5. **Macclesfield Community Governance Review** (Pages 5 - 8)

To receive a briefing on the Macclesfield Community Governance Review Project Plan and consider the list of stakeholders to be consulted during the review process.

Members of the Committee are asked to bring their copies of the Community Governance Review guidance.

The next meeting of the Community Governance Review Sub-Committee concerning Macclesfield will be held in early 2013.

6. **Transfer and Devolution** (Pages 9 - 22)

Members of the Committee are asked to consider the position in Macclesfield regarding the Transfer and Devolution of Assets.

Attached are a report which was presented to the Committee in November 2011, a forecast of the current cost of local services in Macclesfield and possible special expenses levy, and the tax base calculation summary.

The list of services that are being transferred to Town and Parish Councils includes:

- Civic Halls
- Community Halls
- Allotments
- Public Conveniences
- Markets
- Other services (hanging baskets, Christmas lights & Trees,, Britain in bloom street furniture including benches and planters)

CHESHIRE EAST COUNCIL

Minutes of a private meeting of the **Local Service Delivery Committee**
(Macclesfield)

held on Monday, 10th September, 2012 at Executive Meeting Room 1 - Town
Hall, Macclesfield SK10 1EA

PRESENT

Councillor L Jeuda (Chairman)
Councillor L Roberts (Vice-Chairman)

Councillors C Andrew, G Boston, L Brown, D Druce, K Edwards, A Harewood,
J Jackson, B Murphy and D Neilson

Apologies

Councillor M Hardy

ALSO PRESENT

Councillor David Marren
Paul Jones – Democratic Services Team Manager
James Morley – Democratic Services Officer

28 APOLOGIES

Apologies for absence received from Councillor Martin Hardy

29 APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN

Nominations for Chairman:

Councillor Jeuda (nominated by Councillor Edwards and seconded by Councillor
Boston)

Councillor Druce (nominated by Councillor Andrew and seconded by Councillor
Brown)

Votes for Chairman:

Councillor Jueda 6 votes

Councillor Druce 4 votes

Abstentions 1

Nominations for Vice Chairman:

Councillor Roberts (nominated by Councillor Murphy and seconded by Councillor
Edwards)

There were no other nominations.

RESOLVED – That Councillor Laura Jueda be appointed Chairman and Councillor Lloyd Roberts appointed Vice Chairman of the Local Service Delivery Committee for Macclesfield.

Councillor Jueda (Chairman) in the chair

30 MACCLESFIELD COMMUNITY GOVERNANCE REVIEW

The Committee received a report which had been presented to the Community Governance Review Sub-Committee on 27 April 2012. The report was intended as an initial briefing paper to provide Members with an outline of the process to be followed in conducting the Macclesfield Community Governance Review. The Review process is based on statutory guidance in respect of the process for creating a new local council issued by the Department for Communities and Local Government.

Councillor David Marren, the Chairman of the Community Governance Review Sub-Committee was present to give an overview of the process to be followed. The process would be similar to that taken in conducting the Community Governance Review for Crewe which was coming to an end and for Wilmslow in 2010. The report included the project plan for the first stage of the review process which was approved by the Community Governance Review Sub-Committee on 4 September 2012. The intention was for all stages of the review process to be completed before April 2014 to allow for the establishment of a town council in April 2014 if a town council was the outcome of the review. It was noted that the establishment of a town council could be delayed until April 2015 to allow elections to coincide with the date of Ordinary Elections for Borough and Parish Council.

There were a number of options for governance arrangements that could be considered during a review and the consultation process was required to establish which option residents of the unparished area would prefer. The Committee would be consulted during the review and meetings of the Community Governance Review Sub-Committee were held in public and open for anyone to attend. The Community Governance Review Sub-Committee would make recommendations on the outcomes of the review which would be passed onto the Constitution Committee who would make the final recommendations to Council which would make the final decision on governance arrangements in the unparished area of Macclesfield.

31 MACCLESFIELD CGR - STAKEHOLDER LIST

The Committee were asked to consider a list of Stakeholders that had been produced for the Macclesfield Community Governance Review and offer comments. An additional list of potential stakeholders that had been omitted for the list in the Agenda was tabled at the meeting. All identified stakeholders would be contacted during the review process to request their views on the options for governance arrangements in the unparished area of Macclesfield.

The list included individuals and groups such as local political parties, local councils and councillors, schools, community organisations, faith groups, media

and business among others. Members of the Committee would be able to make suggestions for the inclusion of groups/individuals that would have an interest in or be affected by the governance arrangements for Macclesfield.

Some members of the Committee questioned the inclusion in the list of neighbouring parish councils to the unparished area of Macclesfield. Neighbouring parish councils had been consulted during the Crewe Community Governance Review and it was felt that the chosen governance arrangements may have an effect on those parishes and their residents. The statutory guidance issued by the Department of Communities and Local Government has minimum standards for consultation. Officers were asked to check whether neighbouring parishes were a statutory consultee. Officers were also asked to ensure that any suggestions previously made were included.

The LSD Committee was asked for guidance as to who the Community Governance Committee might consult during the review process. The decision on the list of stakeholders to be consulted would be made by the Community Governance Review Sub-Committee. The views of the LSD Committee and other groups would be taken into account when making the decision. Possible stakeholders could be added to the list at any time.

The LSD Committee would be consulted throughout the process by the Community Governance Review Sub-Committee.

RESOLVED – That Members of the Committee be asked to consider potential stakeholders for the Macclesfield Community Governance Review and submit their suggestions to Lindsey Parton for submission to the Community Governance Review Sub-Committee.

32 SPECIAL EXPENSES LEVY

The Committee received a paper which gave a brief outline on double taxation and special expenses.

Double taxation occurred when a parish or town council provided a service, and raised a precept to fund that service, whilst the Borough Council was providing an equivalent service to the unparished areas and charging all tax payers for those services including those tax payers who have already paid for locally provided equivalent services through their precept.

Special Expenses was a mechanism that could be used to alleviate double taxation. Before a special expense could be levied on residents the existence of double taxation had to be established.

Determining whether there was double taxation was not straight forward; it required the identification of concurrent functions and then a detailed assessment of those concurrent functions to identify: those that were concurrent by virtue of local enhancement; those that were not equivalent; and those which were truly like for like. Examples of when double taxation did not occur included when Cheshire East funded a service in an unparished area that was for the benefit of the wider community and not just the local residents.

It was the role of this Committee to identify services that need to be provided in the unparished area of Macclesfield by Cheshire East Council in the absence of a

town or parish council. The Committee would also be required to identify the quality and quantity of service provision so that any double taxation and there for need for a special expense could be identified.

RESOLVED – That the paper be noted.

33 IDENTIFICATION OF SERVICES TO BE MONITORED AND SERVICE PROVISION STANDARD

This item was deferred to the next meeting.

34 NEXT MEETING

The Committee gave consideration to the date and agenda of its next meeting.

The Committee wanted to give consideration to changes to its terms of reference and potential area of work that the Committee could be involved in. It was agreed that until any changes to the terms of reference had been clarified and agreed by Council the Committee would continue to hold informal private meetings.

Members of the Committee were concerned that there was insufficient consultation on a number of key issues and hoped that this Committee would have a significant role in representing the views of local people.

RESOLVED:

- (a) That the next meeting of the Committee be held on 29 October 2012 at 16:00.
- (b) That until potential changes were made to the terms of reference and work programme for the Committee the Committee would continue to hold informal private meetings.

The meeting commenced at 4.00 pm and concluded at 6.00 pm

Councillor L Jeuda (Chairman)

MACCLESFIELD COMMUNITY GOVERNANCE REVIEW - PROJECT PLAN

Task/activity		Decision-making process	Date
Officer Project Team	Officer Responsible	Community Governance Review Sub Committee meetings	w/c 7 January 2013
Guidance summary Project Plan Map of Review Area Electorate figures Options appraisal (As per Crewe CGR) Prepare consultation leaflet Update Website Electoral arrangements - initial views size/warding Consultation – Full list of consultees and contact details 2 x Public notices prepared for public meetings and for commencement of the Review Arrange public meetings Arrange printing for postal ballot		Consider summary of CGR guidance Approve Review Process / project plan Agree consultation methods Agree list of consultees Identify and evaluate options for the review Formulate Leaflet to consultees and electors Agree arrangements for public meetings	
		Constitution Committee	24 January 2013
Publish Public Notice giving details of public meetings			21/1/2013 – Media Release 28/1/2013 – Public Notice in press (commencing 2 weeks before public meetings held)

MACCLESFIELD COMMUNITY GOVERNANCE REVIEW - PROJECT PLAN

Task/activity		Decision-making process	Date
Public Meetings		Series of meetings held across Unparished Area	w/c 11 February 2013
Further public engagement / publicity co-ordinated with assistance from Communications Team and LSP Manager			February 2012
Publicity for 1 st stage consultation with stakeholders Publish Notice			25/2/2013 <i>(Two weeks before consultation starts)</i>
Comments / submissions invited from interested parties on Options (4 week consultation period)		Consultation Period (stage 1)	11/3/2013 – 1/4/2013
All submissions / comments considered and evaluated. Collate representations			Monday 1/4/2013
		Community Governance Review Sub Committee meeting Consider outcomes from stage 1 consultation Agree Stage 2 Consultation	w/c 15/4/2013

Macclesfield Community Governance Review

Consultees

Local political parties
David Rutley, MP
All Cheshire East Borough Councillors
National Association of Local Councils
Cheshire Association of Local Councils
Local town and parish councils
Macclesfield Charter Trustees
Macclesfield Civic Society
Central and Eastern Cheshire PCT
East Cheshire NHS Trust
Partnerships for Action in Cheshire East
Macclesfield LAP
Community Groups
Neighbourhood Action Groups
Residents' Groups/Associations (via Cheshire East Community Development Team)
Local Schools – Primary, Secondary, Nursery
Private Day Care Centres
Education Improvement Partnerships
Macclesfield College
Local voluntary organisations
Macclesfield Chamber of Commerce
Local Business Networks
Cheshire Interfaith Network
Local Churches
Macclesfield Fire Station
Cheshire Fire and Rescue Service
Macclesfield Police Station
Cheshire Police Authority
Registered Social Landlords
Local Round Tables
Local Rotary Clubs
Local Women's Institutes/Guilds
Senior Citizens' Clubs
Youth Associations
Macclesfield Historical Society
Royal British Legion
Silk Heritage Trust
Macclesfield Forum
Hope in North East Cheshire
Macclesfield Interfaith Group
Community and Voluntary Services Cheshire East (CVS) (www.cvsce.org.uk)

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CHESHIRE EAST COUNCIL

REPORT TO: Local Service Delivery Committee – Macclesfield.

Date of Meeting:	1 st November 2011
Report of:	Vivienne Quayle – Head of Performance, Customer Services and Capacity Lisa Quinn- Director of Finance and Business Services
Subject/Title:	Local Service Delivery – Transfer and Devolution
Portfolio Holder:	Cllr Rachel Bailey Cllr Michael Jones

1.0 Report Summary

- | | | |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| 1.1 | his report and Appendices provides detailed information to support the costs associated with the list of assets that could potentially form the calculation for a special expense levy for 2012/13. The report at the previous meeting gave background information and set out the main financial implications. This report builds on that information and presents the financial position in more detail. | T |
| 1.2 | his information it is intended to assist members in making an informed decision on those existing services that they wish to see provided in the currently unparished area of Macclesfield (consistent with those transferring to parishes areas) and the associated budgets that related to those services. | T |
| 1.3 | his is the first time any such special expenses levy has been considered and the financial information needs to be clear and transparent. Service and finance officers will be available at the meeting to answer questions of clarification. | T |

2.0 Decision Requested

- 2.1 The Committee is asked to make a recommendation to Cabinet on the level of service and related budgets they wish to see continue to be provided in the unparished area of Macclesfield potentially leading to the levying on a relevant charge.

3.0 Reasons for Recommendations

3.1 Macclesfield Town is currently an unparished area and as such has no local Council (at a lower tier than Cheshire East) at present to make decisions about service delivery. To ensure that the area of Macclesfield has similar opportunities and choices as the parished areas and that all areas of Cheshire East are treated consistently, it has been necessary to set up this specific committee to carry out the functions as outlined in the Terms of Reference.

4.0 Wards Affected (either fully or partially)

- 4.1 Macclesfield West and Ivy
- 4.2 Macclesfield Hurdsfield
- 4.3 Broken Cross and Upton
- 4.4 Macclesfield South
- 4.5 Macclesfield Central
- 4.6 Macclesfield Tytherington
- 4.7 Macclesfield East

5.0 Local Ward Members

5.1 All Macclesfield members

6.0 Policy Implications including – Carbon Reduction - Health

6.1 This initiative aligns with the first priority of the Sustainable Community Strategy “nurturing strong communities” and is part of Cheshire East’s stated drive to ensure that working locally is at the heart of what we do.

6.2 National policy is designed to decentralise government and give communities power to make a difference in their area. This initiative clearly aligns with this national drive.

7.0 Financial Implications (Authorised by the Director of Finance)

7.1 Appendix A of this report is a summary of financial information, which provides an indication of the likely special expense levy if the services were to be maintained at their current level.

7.2 A copy of the budget for the Chartered trustees was requested as part of the Crewe LSD committee meeting and is thought that it would be

helpful to provide the same for the Macclesfield LSD committee; this information has been requested and will be forwarded to members once received.

- 7.3 In order to provide a consistent approach across Cheshire East a special expense levy is being proposed within Macclesfield. By way of background information, the council tax (or in this case, the special expenses council tax) is simply calculated by taking the net cost of Services provided in an area and dividing by the tax base (being the number of Band D equivalent properties). A summary of the tax base calculations for the current financial year, 2011/12, is attached in Appendix B, illustrating the tax base for Cheshire East, along with the particular calculation for Macclefield unparished area. Clearly, the tax bases for 2012/13 are being prepared and will be slightly different to the current year figures (i.e. to reflect changes in total numbers of properties, incidence of discounts etc.), but any change is not expected to be too material.

8.0 *Legal Implications (Authorised by the Borough Solicitor)*

The legal implication of setting a levy will be consider once the communication from DCLG has been received in relation to the freeze on council Tax.

9.0 Risk Management

- 9.1 There is a potential risk that inconsistencies could occur where services are continued to be funded centrally. If services are continued to be delivered in this way then it will be important that the reasoning behind this is clearly communicated.
- 9.2 There is a risk that the charge on the people of Macclesfield is unclear given the potential for a special expense and a charter trustee level as well as the usual Council Tax. This is part of the reason for setting up this Local Delivery Committee and communication of the results for this committee's recommendations and the Council decision will be designed to give as much clarity as possible to residents.

10.0 Background and Options

At the first meeting of Local service delivery committee for Macclesfield Members of the committee asked for further detailed financial information on the services that will form the special expense payment.

As part of Cheshire East Council's initiative to transfer and devolve services to Town and Parish Councils, Full Council agreed that Local Service Delivery Committees are required to represent the unparished areas in the Borough to determine the level of local services required by communities. This decision was taken in November 2010.

The list of the relevant services is contained in the report to cabinet on 5th September 2011. (The report was circulated to members of the committee prior to the last meeting)

In order to be consistent with the overall Cheshire East policy, it is necessary to carry out an assessment of the cost of the relevant services within the unparished area for consideration by this local service delivery committee. This may result in a special expense levy on the CEC Council Tax bill. This is designed to be an equivalent to a precept for local services provided by a Town or Parish Council. If and when a Town or Parish Council is established in these areas, the local service delivery committee will no longer be required.

12.0 Access to Information

The background papers relating to this report can be inspected by contacting the report writer:

Name: Vivienne Quayle/Lisa Quinn

Designation: Head of Performance, Customer Services and Capacity /Director of Finance and Business Services

Tel No: 01270 685859

Email: Vivienne.quayle@cheshireeast.gov.uk

LOCAL SERVICE DELIVERY - Summary

Macclesfield		
NET OPERATING EXPENDITURE & INCOME		
	2011-12 Forecast £	2012-13 Estimate £
Allotments	20,494	206
Senior Citizens Hall	30,570	29,921
Weston Community Centre	15,582	24,941
Markets	(106,912)	(109,230)
Public Conveniences	46,553	47,028
Town Centre Management	43,921	43,921
Christmas Lights	20,000	20,000
Street Furniture	1,232	1,232
Hanging Baskets	4,140	4,140
Sub Total	75,581	62,160
Service Management and Support		91,000
TOTAL		153,160
Tax Base (2011-12 Band D equivalent)*		19,053.79
Illustrative "Special Expense" Council Tax		£8.04

* The Tax Base for 2012-13 will be slightly different from this figure

Note:

Street Furniture & Hanging baskets - there is no budget page for these items as they are based on a share of total budget (eg allocated on tax base)

LOCAL SERVICE DELIVERY

Service	Allotments		
	2010-11 Actual £	2011-12 Forecast £	2012-13 Estimate £
Employees	-	-	-
Premises			
- Water + Sewerage Charges	3,504	2,000	3,510
- Energy	185	-	200
- Repairs & Maintenance	-	20,870	-
- Repairs & Maintenance of Grounds	1,808	-	1,800
- Cleaning Materials	194	280	280
- Rents	-	350	350
Transport	120	-	120
Supplies			
- Budget Grants & Subscriptions	-	31	31
- Budget Materials	618	712	712
- General Materials	-	-	-
- Printing & Stationery	10	-	-
- Budget Miscellaneous Expenses	2,402	1,071	1,071
- Promotional Materials	-	-	-
- Budget Services	2,647	3,702	3,702
Third Party Payments	-	-	-
TOTAL EXPENDITURE	11,488	29,016	11,776
Income			
- Rents	(11,559)	(8,522)	(11,570)
- Other	(17)	-	-
TOTAL INCOME	(11,576)	(8,522)	(11,570)
NET OPERATING EXPENDITURE / (INCOME)	(88)	20,494	206

Comments:

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LOCAL SERVICE DELIVERY

Service	Senior Citizens Hall		
	2010-11 Actual £	2011-12 Forecast £	2012-13 Estimate £
Employees	19,955	8,697	8,697
Premises			
- Budget Building Improvements & Maintenance	4,397	5,770	4,400
- Budget Cleaning & Domestic Supplies	1,019	620	620
- Budget Energy	6,810	15,780	13,698
- Electricity Central Billing - Climate Change Levy	367	-	-
- Gas Central Billing	3,170	-	-
- Gas Central Billing - Climate Change Levy	190	-	-
- Budget Water	1,033	1,810	1,100
- LA Rates	4,554	5,080	5,080
Transport	2,705	-	2,700
Supplies			
- Budget Catering	-	44	44
- Budget Clothing/Uniform/Laundry	-	44	44
- Budget Equipment/Furniture/Materials	-	244	244
- Budget Equipment	-	44	44
- Budget Grants/Subscriptions	-	3,200	-
- Grants to Other Organisations	39	-	-
- Budget Phones	-	600	600
- Mobile Phones	25	-	-
- Budget Services	434	1,910	-
- Entertainment Licences	93	-	-
- General Licences & Fees	66	-	-
Insurance	-	-	1,150
TOTAL EXPENDITURE	44,857	43,843	38,421
Income			
- Budget General Fees & Charges (inc Casual Lettings)	(8,320)	(13,273)	(8,500)
TOTAL INCOME	(8,320)	(13,273)	(8,500)
NET OPERATING EXPENDITURE / (INCOME)	36,537	30,570	29,921

Comments:

2012-13 Employee budget is based upon actual costs incurred for April to September 2011.

Insurance is not charged to individual facilities within CEC. The figure provided is an estimate based on the former Macclesfield BC budgets: Fire £760, Third Party £210 and Engineering £180

LOCAL SERVICE DELIVERY

Service

	Weston Community Centre		
	2010-11 Actual £	2011-12 Forecast £	2012-13 Estimate £
Employees	13,504	13,107	13,107
Premises			
- Budget Building Improvements & Maintenance	43	2,870	500
- Budget Cleaning & Domestic Supplies	137	550	550
- Budget Energy	446	3,260	11,000
- Gas Central Billing	9,604	-	-
- Gas Central Billing - Climate Change Levy	755	-	-
- Budget Water	2,167	310	2,100
- LA Rates	2,111	2,360	2,360
Transport	-	1,000	-
Supplies			
- Budget Clothing/Uniform/Laundry	-	44	44
- Budget Equipment/Furniture/Materials	-	84	84
- Budget Equipment	-	44	44
- Budget Grants/Subscriptions	-	800	400
- Budget Phones	-	120	120
- Mobile Phones	23	-	-
- Budget Services	448	982	982
- Entertainment Licences	165	-	-
- General Licences & Fees	52	-	-
Third Party Payments	-	-	-
Insurance	-	-	650
TOTAL EXPENDITURE	29,455	25,531	31,941
Income			
- Budget General Fees & Charges (inc Casual Lettings)	(6,806)	(9,949)	(7,000)
TOTAL INCOME	(6,806)	(9,949)	(7,000)
NET OPERATING EXPENDITURE / (INCOME)	22,649	15,582	24,941

Comments:

Approx £280 per month is received as an internal recharge towards premises costs incurred in respect of the library which is in the same building.

Insurance is not charged to individual facilities within CEC. The figure provided is an estimate based on the former Macclesfield BC budgets: Fire £320, Third Party £260 and Engineering £70

LOCAL SERVICE DELIVERY

Service	Markets		
	2010-11 Actual £	2011-12 Forecast £	2012-13 Estimate £
Employees			
- Salaries & Wages	18,103	70,107	74,000
- Overtime	56,830	63,651	64,000
	<u>74,933</u>	<u>133,758</u>	<u>138,000</u>
Premises			
- Electricity	40,281	21,175	21,700
- Gas	4,083	4,100	4,200
- Service Charge	37,856	46,060	47,440
- LA Rates	335	305	350
- Water + Sewerage Charges	4,775	5,045	5,170
- Repairs & Maintenance	2,454	-	-
- Waste Collection	10,050	10,000	10,250
- Cleaning Materials/ Contracts	14,740	12,555	12,870
	<u>114,574</u>	<u>99,240</u>	<u>101,980</u>
Transport			
- Internal Transport Recharges	-	3,000	3,000
- Employee Allowances	1,564	-	-
	<u>1,564</u>	<u>3,000</u>	<u>3,000</u>
Supplies			
- General Equipment & Maintenance	362	7,980	7,980
- Hired & Contracted Services	544	1,000	1,000
- Clothing & Uniforms	87	300	300
- Mobile Phones	546	480	480
- Printing & Stationery	-	280	280
- Advertising	678	1,620	1,620
- Miscellaneous	5	-	-
	<u>2,222</u>	<u>11,660</u>	<u>11,660</u>
Third Party Payments	-	-	-
Insurance	4,360	4,360	4,360
Building Maintenance	13,070	13,070	13,070
Re-allocated costs from Markets General	20,647	-	-
TOTAL EXPENDITURE	<u>231,370</u>	<u>265,088</u>	<u>272,070</u>
Income			
- Rents / Service Charges	(296,436)	(356,000)	(364,900)
- Electricity Recharges	(15,587)	(16,000)	(16,400)
TOTAL INCOME	<u>(312,023)</u>	<u>(372,000)</u>	<u>(381,300)</u>
NET OPERATING EXPENDITURE / (INCOME)	<u>(80,653)</u>	<u>(106,912)</u>	<u>(109,230)</u>

Comments:

The figures above include both the Indoor & Outdoor Markets.

In 2010-11 some £67k was coded to the Markets General code which for the purposes of allocating costs to all sites has been re-allocated above based on Gross Exp. Some £58k of these costs relates to employee pay and allowances.

In 2011-12 more accurate coding of employee costs through the core payroll coding has enabled clearer analysis of costs.

In 2010-11, energy costs reflected in the figures below appear somewhat higher than the 11-12 budget or forecast out-turn, this arose due to some energy costs relating to 09-10 being charged out to services in 10-11 (please note that these costs had been accounted for in the 09-10 accounts but had not been reflected against the correct services, hence the adjustment/increase in 10-11 figures - there is a corresponding Credit held elsewhere in the accounts).

Service Charge - This reflects a proportion of the total service charge payable by CEC for the Grosvenor Centre, the total charge is 2/3rds Markets (indoor), 1/3rd Car Parks. The Service Charge is included in the calculation of the service charge payable by occupiers of the indoor market, but not all the charge is included due to decision by the former Macclesfield B C to retain a % when the head lessor increased the charge significantly in 2008-09.

Insurance & Building Maintenance - CEC has centralised budgets/expenditure against these cost headings (ie they are not charged directly to services). The figures shown here reflect the budgets that were in place in the legacy account at Macclesfield.

Rents / Service Charges - The income here can be split between the lease rental which is reviewed every 3 years and the Service charge element which is reviewed annually.

2011-12

The 2011-12 and 2012-13 rent income reflects the impact of the rent increase from 1.7.2011 and any changes in take up of market stalls.

LOCAL SERVICE DELIVERY

Service

Service	Public Conveniences		
	2010-11 Actual £	2011-12 Forecast £	2012-13 Estimate £
Employees			
- Salaries & Wages	23,588	23,088	23,080
- Overtime	5,876	5,922	5,920
	<u>29,464</u>	<u>29,010</u>	<u>29,000</u>
Premises			
- Electricity	472	4,748	4,880
- LA Rates	2,153	5,196	5,465
- Water + Sewerage Charges	2,952	1,926	2,010
	<u>5,577</u>	<u>11,870</u>	<u>12,355</u>
Transport			
	<u>-</u>	<u>-</u>	<u>-</u>
Supplies			
- General materials	45	-	-
- Hired & Contracted Services	648	650	650
- Miscellaneous			
	<u>693</u>	<u>650</u>	<u>650</u>
Third Party Payments	-	-	-
Insurance	952	952	952
Building Maintenance	2,006	2,006	2,006
Re-allocated costs from Pub Cons General	1,050	2,065	2,065
TOTAL EXPENDITURE	<u>39,742</u>	<u>46,553</u>	<u>47,028</u>
Income			
- Admission Charges	-	-	-
- Other	-	-	-
TOTAL INCOME	<u>-</u>	<u>-</u>	<u>-</u>
NET OPERATING EXPENDITURE / (INCOME)	<u>39,742</u>	<u>46,553</u>	<u>47,028</u>

Comments:

The above figures are based on the conveniences at Churchill Way & Park Green, Macclesfield only.

Employees - the figures above include cleaning costs plus an allocation of the Public Convenience Supervisor who operates across all sites and any overtime incurred re opening/closing facilities. The Supervisor allocation = £4,500.

Premises - Any cleaning material costs will be included in the allocation from the General Public Conveniences code. As will any assumed electricity costs

Insurance & Building Maintenance - CEC has centralised budgets/expenditure against these cost headings (ie they are not charged directly to services). The figures shown here reflect the budgets that were in place in the legacy account at Macclesfield.

LOCAL SERVICE DELIVERY

Service	Town Centre Management		
	2010-11 Actual £	2011-12 Forecast £	2012-13 Estimate £
Employees	*	35,628	35,628
Premises	*	-	-
Transport	*	1,667	1,667
Supplies			
- General Equipment & Maintenance			
- General Materials			
- Hire of Equipment			
- Hired & Contracted Services	*	2,500	2,500
- Artist/Performer fees	*	2,500	2,500
- Street Furniture (Directional Signs etc)	*	500	500
- Projects + Activities	*	626	626
- Grants to other Orgs	*	500	500
- Miscellaneous			
Third Party Payments	*	-	-
Insurance	*	-	-
Building Maintenance	*	-	-
TOTAL EXPENDITURE		- 43,921	43,921
Income			
- Other	*	-	-
TOTAL INCOME		-	-
NET OPERATING EXPENDITURE / (INCOME)		- 43,921	43,921

Comments:

* The 2010-11 data is not available in a format that analyses between towns

To provide a service to co-ordinate activity to promote the town centre to generate additional footfall through retail activity and events, thereby

- Developing and co-ordinating a programme of town centre events and activities throughout the year, but particularly over the Christmas period
- Close liaison with retailers and their representatives to provide advice and support where appropriate
- To identify operational and strategic issues/opportunities to officers of Cheshire East Council, Police, etc.
- Advice and support to organisations seeking to utilise the town centre environment for their own promotional purposes.

LOCAL SERVICE DELIVERY

Service	Christmas Lights		
	2010-11	2011-12	2012-13
	Actual £	Forecast £	Estimate- Unparished £
Employees	*	-	-
Premises	*	-	-
Transport	*	-	-
Supplies			
- Hired & Contracted Services	*	20,000	20,000
Third Party Payments	*	-	-
Insurance	*	-	-
Building Maintenance	*	-	-
TOTAL EXPENDITURE		-	20,000
Income			
- Other	*	-	-
TOTAL INCOME		-	-
NET OPERATING EXPENDITURE / (INCOME)		-	20,000

Comments:

* The 2010-11 data is not available in a format that analyses between towns

The CEC budget provision of £20k is for Christmas lights, tree, decorations etc. and reflects current planned spend

It is understood that the Macclesfield Charter Trustees budget for 2011-12 (Dec 2011) is £16k and is for NEW lights, publicity and event support.

Appendix B

TAXBASE CALCULATION SUMMARY

CHESHIRE EAST BOROUGH

	Disabled Relief	COUNCIL TAX BAND								TOTAL
	A	B	C	D	E	F	G	H		
Total dwellings on list		29,085	34,208	32,726	24,224	18,674	12,839	11,840	1,697	165,293
Equivalent number of dwellings for council tax purposes - after allowing for new, exempt and demolished properties, and dwelling with discounts	85	24,103	30,035	29,487	22,195	17,377	12,125	11,226	1,545	148,176
Band D ratio	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	
Number of Band D equivalents	46.98	16,065.89	23,354.87	26,203.97	22,186.95	21,231.34	17,505.65	18,699.58	3,087.81	148,383.04
Council Tax Base (assumes 99% collection rate)										146,899.21

MACCLESFIELD UNPARISHED

	Disabled Relief	COUNCIL TAX BAND								TOTAL
	A	B	C	D	E	F	G	H		
Total dwellings on list		5,422	6,253	5,143	2,658	2,303	1,186	708	27	23,700
Equivalent number of dwellings for council tax purposes - after allowing for new, exempt and demolished properties, and dwelling with discounts	10	4,402	5,537	4,647	2,464	2,138	1,129	680	16	21,021
Band D ratio	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	
Number of Band D equivalents	5.28	2,934.25	4,306.05	4,129.66	2,463.33	2,613.50	1,630.66	1,132.50	31.00	19,246.23
Council Tax Base (assumes 99% collection rate)										19,053.79

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