

Constitution Committee

Agenda

Date: Thursday, 19th September, 2019
Time: 2.00 pm
Venue: Committee Suite 1, 2 & 3, Westfields, Middlewich Road,
Sandbach CW11 1HZ

The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and in the report.

It should be noted that Part 1 items of Cheshire East Council decision-making meetings are audio recorded and the recordings are uploaded to the Council's website.

PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT

1. **Apologies for Absence**
2. **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.

3. **Public Speaking Time/Open Session**

In accordance with paragraph 2.32 of the Committee Procedure Rules, 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 Committee. 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.

4. **Member Speaking**

To provide an opportunity for any member to speak in relation to any aspect of the constitution.

5. **Minutes of Previous meeting** (Pages 3 - 12)

To approve the minutes of the meeting held on 15th July 2019.

6. **Community Governance Review: Background and Terms of Reference** (Pages 13 - 30)

To consider a report on the background to the community governance review.

7. **Community Governance Review: Project Update** (Pages 31 - 48)

To consider a report on the progress made to date with the community governance review.

8. **Community Governance Review: Communications and Consultation Plan** (Pages 49 - 56)

To consider a report on the communications and consultation plan for the community governance review.

9. **Community Governance Review: Electorate Forecasts** (Pages 57 - 112)

To consider a report on electorate forecasts for the community governance review.

10. **Appointment of Members to Independent Remuneration Panel** (Pages 113 - 118)

To consider a report seeking approval to appoint three individuals to the Independent Remuneration Panel.

11. **Civic Issues and the Mayoralty** (Pages 119 - 128)

To consider a report on a review of the Council's civic arrangements and Mayoralty.

12. **Review of Council and Meeting Arrangements** (Pages 129 - 136)

To consider a report which raises a number of matters for the Committee's consideration regarding the arrangements for Council and other meetings.

THERE ARE NO PART 2 ITEMS

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Constitution Committee**
held on Monday, 15th July, 2019 at Committee Suite 1,2 & 3, Westfields,
Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor J Nicholas (Chairman)
Councillor S Hogben (Vice-Chairman)

Councillors M Asquith, R Bailey, J Bratherton, L Crane, S Edgar, T Fox,
G Hayes, A Martin, B Murphy, A Stott (for Cllr Moreton) and P Williams

Officers

Daniel Dickinson, Legal Team Manager (Corporate & Regulatory)
Rachel Graves, Democratic Services Officer
Guy Kilminster, Corporate Manager Health Improvement
Kath O'Dwyer, Acting Chief Executive
Brian Reed, Head of Democratic Services and Governance
Katie Small, Scrutiny Officer
Julie Zientek, Democratic Services Officer

Other Members Present

Councillors B Evans, JP Findlow and J Rhodes

Apologies

Councillors M Benson and R Moreton

1 DECLARATIONS OF INTEREST

There were no declarations of interest.

2 PUBLIC SPEAKING TIME/OPEN SESSION

The Chairman read a statement submitted by Graham Goodwin regarding possible changes to the public speaking time at Council meetings. Mr Goodwin suggested that each member of the public should be given a set time to address Council, for example 5 minutes. Currently, a total of 15 minutes was allocated for members of the public to address the council, with a limit of 5 minutes per person. However, at recent Council meetings the individual time allocation had been reduced to as little as one minute, due to the number of people wishing to address Council. The Head of Democratic Services and Governance responded that consideration of this issue would be included in the Committee's review of meeting arrangements.

Sue Helliwell referred to the Cabinet meeting held on 9 July 2019, at which the Leader had stated that as tenancy agreements were renewed the terms could be changed, where possible, to include that badger culling would not be allowed on Council land. She asked whether this change would need to be considered by Cabinet and an overview and scrutiny committee. The Head of Democratic Services and Governance responded that this would be raised via the proper processes following the meeting.

Ted Wall welcomed the inclusion of the Council's governance arrangements on the agenda. He had supported the "Change Cheshire East" campaign and was optimistic for the future. However, change for the sake of change must be avoided. There were faults in the committee-style councils of old, and any working group must look to the future.

3 MEMBER SPEAKING

Councillor G Hayes stated that he was in agreement with the addition of public speaking at Council meetings to the Committee's work programme. This would ensure that it was given thorough consideration together with any potential change in the Council's governance arrangements.

Councillor R Bailey referred to the report to the next meeting on the review of meeting arrangements and asked if it could be expanded to include accessibility of meetings for Members and the layout of meetings.

4 MINUTES OF PREVIOUS MEETING

RESOLVED

That the minutes of the meeting held on 22 November 2018 be approved as a correct record.

5 THE COUNCIL'S GOVERNANCE ARRANGEMENTS

The Committee considered a report regarding changes to the Council's governance arrangements.

On 22 May 2019, Council had agreed the following Notice of Motion:

'This Council is committed to implementing a change in decision-making governance arrangements, comprising the cessation of the current Leader and Cabinet model of governance, and the implementation of a full Committee model of governance; this to be developed during 2019/20 with a view to the new arrangements taking effect from the beginning of the 2020/21 Municipal Year, subject to a legally and constitutionally robust process, led by the Council's Constitution Committee, and agreed by Council'.

It was proposed to establish a working group to develop detailed proposals, which would be submitted to the Constitution Committee for

consideration. The final recommendations of the Constitution Committee would then be considered by Council.

RESOLVED

That

1. a working group of 8 Members be established, on a politically proportionate basis (3:2:2:1), to develop detailed proposals on revised governance arrangements as envisaged in the notice of motion, with those terms of reference as set out in paragraph 3.9 of the report;
2. the working group produce recommendations for the Committee to consider; and
3. the working group be known as the 'Governance Working Group'.

6 HEALTH AND WELLBEING BOARD - PROPOSED REVISIONS TO THE TERMS OF REFERENCE

The Committee considered proposed revisions to the Terms of Reference for the Health and Wellbeing Board.

The Terms of Reference of the Cheshire East Health and Wellbeing Board were reviewed every two years. At its meeting on 25 June 2019, the Board had agreed a number of minor changes to its Terms of Reference, in order to take account of the ongoing reorganisation of the Cheshire Clinical Commissioning Groups.

The Terms of Reference as amended were attached as an Appendix to the report.

RESOLVED

That the proposed revised Terms of Reference of the Health and Wellbeing Board, as set out in the Appendix to the report, be recommended to Council for approval.

7 APPOINTMENTS TO OUTSIDE ORGANISATIONS 2019-2023

The Committee considered a report regarding appointments to the Category 2 list of Outside Organisations. The proposed appointments were set out in the schedule appended to the report.

It was reported that it had been established that the number of representatives on the Audlem Education Foundation should be one, not two, and that the nomination for appointment was Councillor R Bailey, the Ward Councillor. In addition, the Council had been approached by the Chairman of the Board of Management of Nantwich Museum with a view

to the Council appointing a second representative who would not necessarily be a sitting Councillor.

Committee Members requested a review of all Outside Organisations prior to the Council elections in 2023, to include a simplification of the process and the appointment of local Ward members to local organisations.

RESOLVED

That

1. the Committee confirms it will continue with the current approach to appointing to Outside Organisations, and for the casual vacancy procedure to be used in the event of changes in the mid-term period;
2. subject to Councillor R Bailey being the sole appointment to the Audlem Education Foundation, approval be given to the appointment of the representatives shown on the schedule attached to the report, and that the appointments run until such time as the Council's representation is reviewed following the election of the new Council in 2023;
3. the appointments take immediate effect;
4. notwithstanding 1. above, the Committee retains the right to review the representation on any Outside Organisation at any time, for any reason;
5. the Head of Democratic Services and Governance be authorised to accept any nominations to Outside Organisations that have not been received by the date of the Committee meeting; and
6. the Head of Democratic Services and Governance be granted delegated authority to accept a nomination for a second representative on the Nantwich Museum Trust, as requested by the Chairman of the Board of Management of Nantwich Museum.

8 NOTICE OF MOTION - PARENTAL LEAVE POLICY FOR COUNCILLORS

The Committee considered the following Notice of Motion, which had been proposed by Councillor J Rhodes and seconded by Councillor J Bratherton at the Council meeting on 21st February 2019 and referred to the Committee for consideration:

"This Council notes:

- *That the role of a councillor should be open to all, regardless of their background, and that introducing a parental leave policy is a step towards encouraging a wider range of people to become councillors,*

and is also a step to encourage existing councillors who may want to start a family to remain as councillors;

- *That parental leave must apply to parents regardless of their gender, and that it should also cover adoption leave to support those parents who choose to adopt.*

This Council resolves:

- *To adopt the parental leave policy set out below.”*

The proposed Parental Leave Policy for Cheshire East Council was attached as an Appendix to the report.

RESOLVED

That the Committee notes, and broadly endorses, the principles contained in the motion with a view to considering the matter in greater detail at a future meeting as the review of the Council's governance arrangements progresses.

9 AMENDMENTS TO THE CONSTITUTION - CHANGES TO THE SENIOR MANAGEMENT STRUCTURE

The Committee considered a report regarding amendments made to the constitution by the Monitoring Officer under delegated powers to reflect recent changes to the senior management structure, including changes in some job titles. The opportunity had also been taken to provide greater clarity and consistency with respect to officer responsibilities, correct any related drafting errors and review the allocation of functions between the Executive Director of Corporate Services and the Section 151 Officer.

RESOLVED

That the Committee notes the amendments to the constitution by the Monitoring Officer under her delegated powers to reflect the recent changes to the Council's senior management structure.

10 AMENDMENT TO THE CONSTITUTION - INVESTIGATION AND DISCIPLINARY COMMITTEE TERMS OF REFERENCE

The Committee considered proposed revisions to the Terms of Reference for the Investigation and Disciplinary Committee (“IDC”), the Disciplinary Appeals Committee (“DAC”), the Independent Persons Panel (“IPP”) and the Employment Procedure Rules, which are all contained within the Council's constitution and which, together, provide the mechanisms required by statute to manage disciplinary matters arising against the Council's Head of Paid Service, its Section 151 Officer and its Monitoring Officer. The Committee also considered proposed new “IDC Handbook” which contained comprehensive guidance notes on the processes that relate and which was to be included as an “associated document”

referenced in Section 7 of the constitution as supporting the constitution but not being formally comprised within it.

The current mechanisms and processes relating to the business of the IDC had been reviewed in line with the requirements set out in the Model Disciplinary Procedure and Guidance in the JNC Conditions of Service Handbook, which has the status of nationally applied guidance. In addition, learning points from recent IDC matters had also been taken into account. A separate IDC Handbook had been produced which provides detail on the process to be followed and which would be included as an associated document in the Constitution, with a link provided for ease of reference. In respect of the Employment Procedure Rules, which also sought to deal with these issues, the review found these to be out of date and/or duplicated by the processes contained in the proposed new Terms of Reference and Handbook. Therefore the proposal was to reduce the Employment Procedure Rules to a single paragraph which referenced the detail contained in the new proposed IDC Terms of Reference and Handbook.

The Legal Team Manager (Corporate & Regulatory) reported that further changes were required to the documents that had been presented to the Committee. This was to reflect the fact that with the exception of the statutory requirement that 1 seat on any IDC or DAC must be filled by a cabinet member, staffing matters were, in law, non-executive functions and as such the envisaged roles for the Leader/Deputy Leader in the materials presented to the Committee should actually be re-assigned to the Chair of Staffing Committee and/or the Chair of any IDC committee that happen to have been convened at the relevant time. That was in accordance with the council's current practices, and aligned with nationally accepted good practice (reflected in the JNC model handbook and guidance) of achieving a separation of the Leader/Deputy Leader from functions which, in law, were non-executive functions. Members of the Constitution Committee agreed and as a result, further changes were agreed to the documents originally presented to the Constitution Committee.

The meeting was adjourned to enable officers to produce "clean" copies of the documents incorporating all of the changes proposed, which members subsequently approved.

RESOLVED

That the following proposed amendments to the Constitution, comprising:-

- A) revised Terms of Reference for the Investigation and Disciplinary Committee, the Disciplinary Appeals Committee and the Independent Persons Panel (as set out in Appendix A to the report), with the changes shown in the appendix to these minutes

- B) the proposed amendments to the Employment Procedure Rules (as set out in Appendix B to the report)
- C) the inclusion into the Constitution (as an “associated document” within chapter 7 thereto) of the new IDC Handbook (as set out in Appendix C to the report), with the changes shown in the appendix to these minutes.

be recommended to Council for approval.

The meeting commenced at 2.00 pm and concluded at 4.40 pm

Councillor J Nicholas (Chairman)

**APPENDIX TO MINUTE 10 - AMENDMENT TO THE CONSTITUTION -
INVESTIGATION AND DISCIPLINARY COMMITTEE TERMS OF
REFERENCE**

**ITEM 11 SUPPLEMENTAL PAPER - CHANGES MADE BY THE
CONSTITUTION COMMITTEE ON 15 JULY 2019**

Change No. 1 – The following paragraph replaces paragraph 53 on Page 55 of the agenda report pack. “Tracked changes” are shown.

- 53 The Committee shall be politically balanced, shall consist of 5 Members of the Council of which 1 member of the Committee must may be a member of the Cabinet but that member must not be the Leader or Deputy leader. Members of the Committee must have completed mandatory training. A quorum for the meeting shall be 3 Members.

Change No. 2 – The following paragraph replaces paragraph 62 on page 57 of the agenda report pack. “Tracked changes” are shown.

- 62 The Committee shall be politically balanced, shall consist of 5 Members of the Council of which 1 member of the Committee must may be a member of the Cabinet but that member must not be the Leader or Deputy Leader. No Member who was a member of the Investigation and Disciplinary Committee making the decision which is the subject of the appeal may be a member of the Disciplinary Appeals Committee. Members of the Committee must have completed mandatory training.

Change No. 3 – The following paragraph replaces paragraph 7 on page 63 of the agenda report pack. “Tracked changes” are shown.

7. The draft filter report will be shared jointly with the Chair of the Staffing Committee and / Leader, or the Chair of the IDC if there is a standing committee.

Change No. 4 – The following paragraph replaces paragraph 21 on page 66 of the agenda report pack. “Tracked changes” are shown.

21. It may also be necessary, if an exceptional situation arises, for the Head of Paid Service, or if the DSO in question is the Head of Paid Service, the Monitoring Officer in consultation with the Leader, or Deputy Leader in consultation with the Monitoring Officer (if the DSO is the Head of Paid Service), to carry out a temporary suspension of the DSO pending the convening of an IDC Committee hearing to consider the matter. In such circumstances, a decision whether or not to carry out a temporary suspension shall be taken by either the Head of Paid Service or the Monitoring Officer (as the case may be) in consultation with the Chair of Staffing and/or the Chair of the IDC if

there is a standing committee. Any ~~the~~ temporary suspension decision will be reviewed by the Committee at the first available IDC meeting.

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Working for a brighter future together

Constitution Committee

Date of Meeting: 19 September 2019

Report Title: Community Governance Review: Background and Terms of Reference

Senior Officer: Brian Reed – Head of Democratic Services and Governance

1 Report Summary

- 1.1 This report provides background information for Members on the need for a community governance review and reminds members of the terms of reference for that review. This report was considered by the Community Governance Review Sub-Committee at its meeting on 31st July 2019 but is presented here in particular for the benefit of those members who have been appointed to the Constitution Committee since the local elections in May. It will also serve as a useful reminder to other members of the Committee.

2 Recommendation

- 2.1 That the report, which is presented for information, be noted.

3 Reason for Recommendation

- 3.1 Following the Borough election and Annual Council on 23 May 2019, new members have been appointed to the Constitution Committee. To assist members in the review, it is considered it would be helpful to provide a background paper outlining the reasons for the review and attaching the agreed terms of reference for the review.

4. Background

- 4.1 At its meeting held on 20 September 2018, the Constitution Committee resolved that :
- a Borough-wide review of the governance arrangements of all of the Borough's town and parish councils be undertaken, commencing as soon as reasonably practicable after the 2019 all-out elections, and concluding well in advance of the May 2023 elections;

- a sub-committee of the Committee be appointed to conduct the review, working with an officer working group, and make appropriate recommendations to the Constitution Committee for decision; and
 - the sub-committee comprise representatives of all of the Council's political groups, on the basis of relevant proportionality drawn from the Constitution Committee, provided that the Liberal Democrat Group representative shall be nominated by its Group Leader.
- 4.2 Following that meeting, a Community Governance Review Sub Committee was established, which agreed the terms of reference, as set out in Appendix A. These were subsequently approved by the Constitution Committee.
- 4.3 The local elections in May changed the proportionality of the Sub-Committee which is now 3 Con : 2 Lab : 2 Ind. In addition, a Liberal Democrat and a Real Independent member of the Constitution Committee now sit on the Sub-Committee in a non-voting capacity. This is in accordance with the position taken previously by the Constitution Committee that all groups should be represented on the Sub-Committee.

5 Reasons for a Community Governance Review

- 5.1 A Community Governance Review in respect of town and parish councils in the Borough will provide the opportunity for Cheshire East Council to review and make appropriate changes to town and parish council community governance. This review will require the Council to consult with local people and other bodies, and to take account of representations received in connection with the review. Although the review will cover the whole Borough, it is anticipated that changes to governance arrangements might not be requested or required in many cases in our town and parish councils. However the Review would help to address governance issues raised within some parishes, including concerns about the impact of new housing developments on some parish boundaries; some of which arise from allocations within Cheshire East Local Plan.
- 5.2 In its deliberations in September 2018, the Constitution Committee noted that the requirement for the Council to conduct a Community Governance Review could have been triggered, at any time, by local people presenting the Council with a petition to conduct a Community Governance Review for part of the Council area. The Council would then have been be under a legal duty to carry out a Community Governance Review for the part, as requested, within a twelve-month time frame. However this duty would not arise if the Council was already conducting a review of the whole, or a significant part of the area to which the petition relates. Therefore, as a consequence of the Council undertaking it's own Borough-wide Review, the risk of any uncoordinated review being instigated by way of a petition would be removed.

- 5.3 The Committee also noted that the review might be concluded in a timescale of around 12 months, but the timescale for the review would be dependent upon factors which could not be fully predicted at that stage.
- 5.4 The Committee considered it appropriate for existing residual parish matters to be included in the proposed Borough-wide review, along with those requests already made by a small number of town and parish councils relating to Local Plan issues. Given that development pursuant to the Local Plan was not certain; this being dependent upon a range of factors, such as the need for planning permission, and the pace at which developers implement such permissions, it was felt to be of key importance that Community Governance Reviews were not conducted in a piecemeal fashion. A coordinated approach was required which takes into account all factors which might result in the need for this Council to agree to change governance arrangements, such as boundary changes, and numbers of town and parish councillors. Taking such an approach would ensure that the consequences of any proposed Review changes, including the impact of such changes on other town and parish councils, were properly taken into account and considered.
- 5.5 Undertaking a Review of all town and parish council arrangements across the Borough would be a major exercise, and would necessitate the involvement of a team of officers, led by Democratic Services, involving the Elections Team and officers from other Council areas, including but not limited to the Spatial Planning Team, GIS, Business Intelligence, Finance (in relation to precepts), and the Council's lawyers. A full assessment of resource needs would be required. Plans were underway to progress this.
- 5.6 Cheshire East Borough is entirely parished, comprising 186 town and parish council wards. Those wards are contained within 134 town and parish councils in the Borough. Cheshire East Council is responsible for electoral and governance arrangements in respect of town and parish councils within the borough, including; town and parish boundaries; numbers of town and parish councillors; warding/grouping arrangements etc.
- 5.7 The Council has power to conduct Community Governance Reviews (CGRs) of towns and parishes within the Borough, which could result in changes to town and parish council boundaries and electoral arrangements. Government guidance states that the principal council should continually keep their area under review, and that it is good practice for a principal council to consider conducting a Review every 10-15 years, except in areas with a low population. The last Review for Cheshire East took place in 2011, but this was a Review of Borough electoral arrangements, conducted by the Boundary Commission, resulting in a number of consequential changes to some town and parish council warding arrangements. A full review of town and parish councils

across Cheshire East has not been conducted since before the creation of Cheshire East Council in 2009.

- 5.8 The Council was aware of a small number of residual parish council governance-related queries, which had not yet been progressed.
- 5.9 The Council had also recently been approached by a small number of town councils with requests that their areas be subject of a Community Governance Review. Those requests had arisen as a consequence of Local Plan proposals and recent developments, which the town and parish councils believed should be addressed by a Community Governance Review.

6 Implications of the Recommendations

6.1 Legal Implications

- 6.1.1 The general powers of a local authority to conduct a (CGR) are contained in Section 82 of the Local Government and Public Involvement in Health Act 2007 (the 2007 Act).
- 6.1.2 Section 83 of the 2007 Act sets out the duty of local authorities to respond to valid CGR petitions, and contains the requirements in terms of validity of such petitions.
- 6.1.3 Section 79 of the 2007 Act sets out the duties of local authorities in respect of conducting CGR petitions, and Section 100 of the Act requires local authorities to have regard to the Secretary of State's guidance, and to that which has been issued by the Local Government Boundary Commission for England.
- 6.1.4 Section 93 of the 2007 Act sets out requirements regarding consultation, and how CGRs should be conducted. Section 93, and Section 102 contain provisions in respect of the timescale for conclusion of CGRs (12 months from commencement) and the principles which underpin the CGR process.
- 6.1.5 Section 93 goes on to set out requirements relating to the duty to consult electors and others during CGR processes.
- 6.1.6 Importantly, Section 85 of the 2007 Act makes provision for local authorities to decide what action, if any, to take in response to a community governance petition in certain circumstances. Sub-section (6) applies this discretion to local authorities when the local authority is in the course of undertaking a CGR of the whole of the Council's area and when a petition is received which relates to the whole or part of the Council's area.

6.2 Finance Implications

- 6.2.1 Whilst there would undoubtedly be resource implications associated with a Borough-wide Review, the level of financial implications are, as yet, unclear.
- 6.2.2 A major part of the Review process is the consultation of local electors and others, including parish councils, in order to establish whether there are any issues which the consultees would want to be the subject of the Review. It was not possible to predict the level of consultation responses and what proportion of these might produce substantive issues which would then result in the need for further detailed work to take place.
- 6.2.3 The proposals contained in the report to the Constitution Committee sought authority for the establishment of an officer project team and the sub-committee to drive-forward the work on this Review. The work of the project team and the sub-committee will produce further information and insight into the resource-implications and potential financial implications of the proposed Review, which will be reported back to the Committee in due course.

6.3 Policy Implications

- 6.3.1 There are no direct policy implications. The way in which the proposed Review is conducted and the basis upon which it is conducted, will be agreed by the Committee.

6.4 Equality Implications

- 6.4.1 If this section indicates that an Equality Impact Assessment has been completed it is to be included as an Appendix to the report.

6.5 Human Resources Implications

- 6.5.1 These are outlined in the Finance Implications of this report.

6.6 Risk Management Implications

- 6.6.1 Cheshire East Borough Council's own borough ward boundaries and electoral arrangements are the responsibility of the Boundary Commission, and are not the subject of this report. It must be noted however that if the Review of town and parish council arrangements resulted, for example, in their wards not being coterminous with the borough ward boundaries, such matters may be considered by the Local Government Boundary Commission for England (LGBCE), who may choose to make consequential

changes to the borough ward boundaries affected. The Boundary Commission might choose to do this in any event.

- 6.6.2 The LGBCE has confirmed that currently, Cheshire East Council is not currently proposed to be subject to a borough ward review. The trigger for such a review would be if the electorate of one of our Cheshire East borough wards varied from the average number of electors per councillor by +/-30% of the average elector ratio, or if the electorate of 30% of our wards was +/- 10% from the average and this is not currently the case. Our current electorate statistics show that, as at 1 August 2018, our wards vary from -14.58% to 21.88% from the average ratio of electors per councillor. This average has been calculated by dividing our electorate, as at 1 August 2018, by our 82 member seats.
- 6.6.3 When the Constitution Committee considered this matter it noted that any decision not to undertake a review would leave the Council vulnerable to ad-hoc petitions from local areas. These would have to be dealt with within a very limited timeframe of a maximum of 12 months, without any flexibility on the part of this Council to group related reviews together unless, by coincidence, the petitions were presented to the Council at the same time. This would prevent the Council from taking a reasoned holistic view across the whole Borough.
- 6.6.4 The Council would be forced to pursue reviews on the same ad-hoc basis with which the petitions had been presented, which could result in lack of coordination and conflicting issues arising in each. Undertaking a Review will remove this risk.

6.7 Climate Change

- 6.7.1 There are no direct implications for climate change

6.8 Rural Communities Implications

- 6.8.1 There are no direct implications for rural communities.

6.9 Implications for Children & Young People/Cared for Children

- 6.9.1 There are no direct implications for children and young people/cared for children.

6.10 Public Health Implications

- 6.10.1 There are no direct implications for public health.

7 Ward Members Affected

- 7.1 All Ward members will be affected to some extent and will be included in the consultation process.

8 Consultation & Engagement

- 8.1 Consultation has not yet been undertaken but will include consultation with ward members, parish clerks, town and parish councillors, electors, local community groups etc. Consultation will be undertaken via the website and direct communications via town and parish clerks.

9 Access to Information/Contact Information

- 9.1 Any questions relating to this report should be directed to the following officer:

Name: Brian Reed
Job Title: Head of Democratic Services and Governance
Email: brian.reed@cheshireeast.gov.uk

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Terms of Reference of the Community Governance Review

The terms of reference of the Community Governance Review are set out in this section of the report as follows:

Introduction

1. Cheshire East Borough Council has decided to undertake a Community Governance Review (Review) of the governance arrangements of all of the parishes in its area.
2. This Review will relate to the whole of the Borough, in order to consider making changes to parish areas and parish electoral arrangements; and potentially the alteration, merging, creation and abolishing of parishes, the naming of parishes and the adoption of an alternative style for new parishes. It might also involve changes to the electoral arrangements for parishes (the ordinary year of election; the council size; the number of councillors to be elected to the council, and whether to divide the parishes into wards for the purposes of elections).
3. In some cases it might be appropriate to group parishes under a common parish council or to de-group existing groupings of parishes.
4. Whilst the primary focus of the Review will be town and parish council matters, the outcome will be presented to the Local Government Boundary Commission for England, which has responsibility for Borough Council ward matters. In a limited number of instances, the Council may wish to request the Commission to alter a Borough ward boundary so that it is coterminous with a parish boundary. There may also be a need to make changes that arise in consequence of the Review (termed “consequential matters”), and these might include provisions for the transfer of parish council staff, property and assets, or the setting of precepts for any new parish councils that may be formed.
5. The Boundary Commission for England has power to alter Borough ward boundaries.
6. At present, there are 142 parishes in the Borough. Of these, 27 are divided into parish wards for the purposes of parish elections. There are 1,018 parish councillors, with each parish councillor representing an average of 296 electors. However, the electoral quota (the ratio of electors to parish councillors) varies widely, and ranges from one councillor to eight electors to one to 3,703 electors across the Borough. There are 44 parishes that are grouped under common councils and there are 16 such parish councils. At the last ordinary parish elections in 2015, 46 (27% per cent) of the 186 parish ward elections were contested and led to a poll. However, 125 of the 1,018 parish council seats remained unfilled at the close of the last ordinary elections. Many of these vacant seats have since been filled under the parish councils’ powers of co-option. Parish precepts (the amount that each parish requests to be raised

from council tax) vary widely as do the council tax band D equivalents (the average council tax charged to the households of the parish) between the different parishes, with the band D equivalents ranging from £7.49 to £108.64 across the parishes of the Borough.

7. The Council will produce maps and data sets to provide further statistical information on these matters.
8. The Council considers that the present structure of parish governance serves its residents well, and it is not considered that extensive changes will follow from the Review. However, the present arrangements pre-date the creation of the Council in 2009, and were put in place by the demised authorities. The Council is mindful that there has been considerable change to the population and geography, as well as to the settlements of the Borough following housing developments since that date. The Local Plan also has a bearing on the Review, given that housing allocations have been made which have not yet been implemented.
9. The Review offers the opportunity to ensure that the tier of parish governance is fit for purpose for the future.
10. The data sets that the Council will produce will show the areas in which new development is programmed, especially over the next five-year period between 2019 and 2024, and will provide electorate forecasts for this period. These will be provided because the Council is required to consider any change in the number or distribution of the electors that is likely to occur over the period of five years when it considers parish electoral arrangements.
11. In undertaking the Review, the Council will adhere to Part 4 of the Local Government and Public Involvement in Health Act 2007 (as amended) ("the 2007 Act") and the relevant parts of the Local Government Act 1972 in its work. The following regulations apply, in particular, to consequential matters arising from the Review: Local Government (Parishes and Parish Councils) (England) Regulations 2008 (SI2008/625), and Local Government Finance (New Parishes) Regulations 2008 (SI2008/626). The Department of Communities and Local Government and the Local Government Boundary Commission for England has issued Guidance on Community Governance Reviews in accordance with section 100(4) of the 2007 Act in March 2010, and the Council will have regard to "the Guidance".
12. Links to the 2007 Act and the Guidance are provided here:

<http://www.legislation.gov.uk/ukpga/2007/28/contents>

<http://www.lgbce.org.uk/how-reviews-work/other-types-of-review/about-community-governance-reviews>
13. Section 93 of the 2007 Act requires the Council to consult the local government electors for the area under Review and any other person or body who appears

to have an interest in the Review, and to take the representations that are received into account by judging them against the criteria in the 2007 Act and in these Terms of Reference. The Council will publish its plan for consultation during the Review, and this will include the receiving of submissions to assist the Council in preparing its draft proposals together with an appropriate period of consultation on those proposals. The Council is also required to publish all decisions taken as part of the Review and the reasons for taking those decisions.

14. The contents of this report comprise the Terms of Reference of the Review, and the Council publishes these Terms of Reference in accordance with Section 81 of the 2007 Act.

Parish Areas

15. In this part of the Terms of Reference, further consideration is given to parish areas, an element of the review that may lead to the creation of new parishes, altering the boundaries between existing parishes and, possibly, abolishing some existing parishes.
16. In particular, the Council is mindful that it is many years since the last Review of parishes was conducted within what is now the Borough of Cheshire East, and during that interval there has been considerable new development accompanied by a new distribution of population in the Borough. Many of these developments have traversed parish boundaries and have created new communities of identity. Housing allocations in the Local Plan will have the same effect.
17. Section 93(5) of the 2007 Act requires that the Council must have regard to the need to secure that the tier of parish governance:
 - reflects the identities and interests of the different communities in the area. The Council considers that this is a 'community of identity' test, which is especially applicable to the new developments that presently traverse parish boundaries.
 - is effective and convenient. The Council considers that this is a 'viability' test, and the Council is anxious to ensure that parishes are viable and possess a precept that enables them to actively and effectively promote the well-being of their residents and to contribute to the real provision of services in their areas in an economic and efficient manner.
 - takes into account any other arrangements for the purposes of community representation or community engagement in the area that reinforce the 'community of identity' test.
18. The Guidance (paragraphs 46-48) emphasises that electors should be able to identify clearly with the parish in which they are resident, because it is considered that this sense of identity and community lends strength and legitimacy to the parish structure, creates a common interest in parish affairs, encourages participation in elections to the parish council, leads to

representative and accountable government, engenders visionary leadership and generates a strong, inclusive community with a sense of civic values, responsibility and pride.

19. The Borough of Cheshire East is entirely parished and there are no areas of the Borough that do not lie within a parish. The Council notes that the Guidance states that “the abolition of parishes should not be undertaken unless clearly justified” (paragraphs 117-124). The Council intends that the whole of Cheshire East shall continue to be divided into parish areas and there is a strong presumption that, with the possible exception of a few very small parishes, all the Borough’s parishes shall have parish electoral arrangements.
20. The Council considers that the boundaries between parishes will normally reflect natural and man-made defining points between communities. These defining points will be either natural or man-made: they might include rivers or man-made features such as railways or motorways – those defining points that create a community of identity. The views of local residents and the parish councils will have an important bearing in this matter.
21. Where changes to boundaries are considered appropriate, the Council will endeavour to select boundaries that are and are likely to remain easily identifiable.
22. The Council considers that ‘natural’ settlements or settlements as they are defined in the documents that make up its Local Plan, including the Local Plan Strategy (adopted 2017) should not in normal circumstances be partitioned by parish boundaries.
23. The Council recognises that, in its rural area, a strong sense of community can prevail over an extensive but otherwise sparsely populated area. Parishes in these areas may have limited capacity to facilitate service provision and effective local government; even so, arrangements in these areas, when they accord with the wishes of the inhabitants of the parish, will at least represent convenient local government.

The Grouping of Parishes

24. A grouping arrangement for parishes may best be considered as a working alliance of parishes that have come together under a common parish council, with the electors of each of the grouped parishes electing a designated number of councillors to the council. It has been found to be an effective way of ensuring parish governance for small parishes that might otherwise be unviable as separate units, while retaining their separate parish identity. Under section 94 of the 2007 Act, new parishes of less than 150 electors will be unable to establish their own parish council.
25. At present, there are 16 grouping arrangements, involving 44 parishes, in operation in Cheshire East Borough. There are six parishes, outside the grouping arrangements, that have fewer than 150 electors. In a further seven

of the Borough's 142 parishes there is no parish council, and the representative body in those parishes is their parish meeting which must meet at least twice each year.

26. The Council will consider whether a grouping arrangement may be an appropriate way forward for small parishes while noting the Guidance (paragraph 114) that "it would be inappropriate for it to be used to build artificially large units under single parish councils."

Names and Styles

27. The Council does not envisage that there will be many changes of parish names in this Review. Where it might be necessary to consider forming a new parish, the Council will endeavour to reflect existing local or historic place-names, and will give a strong presumption in favour of names proposed by local interested parties. However, the Council considers that composite names of parishes are rarely in the interests of effective and convenient local government. The Council would wish to avoid composite names other than in exceptional circumstances where the demands of history, local connections or the preservation of local ties make a pressing case for the retention of distinctive traditional names.
28. The 2007 Act introduced 'alternative styles' for parishes by inserting section 17A into the Local Government Act 1972. This allows existing parish councils (or the Borough Council during a community governance review) to adopt an 'alternative style' to replace the style "parish". However, only one of three prescribed styles can be adopted: "community", "neighbourhood" or "village".
29. Where a new parish is being created, the Council will make recommendations as to the name of the new parish and whether or not it shall have one of the alternative styles. Where an existing parish is under Review, the Council will make recommendations as to whether the name of the parish should be changed, but it will be for the parish council or parish meeting to resolve whether the parish should have one of the alternative styles.

Electoral Arrangements

30. An important part of the Review will cover the electoral arrangements of the parishes, including any new parishes that are formed. The term 'electoral arrangements' covers the way in which a council is constituted for the parish, including:
- the ordinary year in which elections are held;
 - the number of councillors to be elected to the council;
 - the division (or not) of the parish into wards for the purpose of electing councillors;
 - the number and boundaries of any such wards;
 - the number of councillors to be elected for any such ward;
 - the name of any such ward.

These matters are considered in turn.

Ordinary year of election

31. The next elections for parish councils in Cheshire East are programmed for 2019. As agreed by the Council's Constitution Committee, the Review will have no implications for those elections.
32. It is intended that the Review should be completed well before the elections scheduled for 2023. In particular, it will be necessary to ensure that the Review is completed to allow the various commencement requirements (setting the parish precepts, altering electoral registers, altering council tax bases, etc.) to be in place in good time for those elections.

A council for a parish

33. Section 94 of the 2007 Act sets out the duties that the Council has with regard to the creation of a council for a parish:
 - where the number of electors is 1,000 or more – a parish council must be created;
 - where the number of electors is 151-999 – a parish council may be created, with a parish meeting being the alternative form of parish governance;
 - where the number of electors is 150 or fewer – a parish council is not created.
34. The Council holds a strong presumption in favour of the formation of parish councils for all parishes of more than 150 electors.

The number of parish councillors

35. The Council notes that the number of parish councillors for each parish council shall not be less than five (section 16, Local Government Act 1972). There is no maximum number in the legislation and there are no rules or guidance relating to the allocations of councillors. The Guidance (paragraph 156) states that "each area should be considered on its own merits, having regard to its population, geography and the pattern of communities," and therefore the Council is prepared to pay particular attention to existing levels of representation, the broad pattern of existing council sizes which have stood the test of time and the take-up of seats at elections in its consideration of this matter.
36. The Guidance (paragraph 157) makes the point "that the conduct of parish council business does not usually require a large body of councillors". The Council will look at those parishes where there has been a history of uncontested elections and/or the need to co-opt members in order to fill

vacancies, questioning whether the present levels of representation are appropriate or whether there is a 'democratic surplus' in a parish.

37. Section 95(6-7) of the 2007 Act also requires the Council to have regard to the following factors when considering the number of councillors to be allocated to a parish:
- the number of local government electors for the parish;
 - any change in that number which is likely to occur in the period of five years beginning with the day when the Review starts.
38. The following factors will also be important considerations for the Council as it looks at parish council sizes:
- the different demands and consequently different levels of representation that are appropriate between urban and rural parishes;
 - the level of the precept and levels of service provision;
 - the challenges of population sparsity and securing an appropriate level of representation in such areas;
 - the traditional scale of representation in a particular parish;
 - the need to support a warding arrangement in a particular parish and achieving a good parity of representation between wards.
39. The data sets that the Council will publish will provide important information on all these matters.

Parish warding

40. The 2007 Act (section 95(3)) requires that, on considering whether a parish should be divided into wards for the purposes of elections of the parish council, the Council should consider the following:
- whether the number, or distribution, of the local government electors for the parish would make a single election of councillors impracticable or inconvenient;
 - whether it is desirable that any area or areas of the parish should be separately represented on the council.
41. Whilst the Council will consider each case on its merits in line with these criteria, it also considers that warding arrangements should be clearly and readily understood by and should have relevance for the electorate in a parish; they should reflect clear physical and social differences within a parish, whether urban or rural: one parish but comprising different parts. Furthermore, ward elections should have merit; not only should they meet the two tests laid down in the Act, but they should also be in the interests of effective and convenient local government. The additional costs of multiple ward elections should not be wasteful of a parish's resources.

The boundaries and names of parish wards

42. The Council emphasises that parish ward boundaries should be clearly understood; and should take account of community identity and interests within a parish that comprises different parts. Where there is the need to do so, every attempt will be made to fix ward boundaries that are, and will remain, easily identifiable, as well as taking into account any local ties which might be broken by the fixing of any particular boundaries. These requirements are laid down in section 95(5) of the 2007 Act.
43. The Guidance (paragraph 163) has suggested a further relevant consideration. Whilst it is understood that the Local Government Boundary Commission for England has no current intention of doing so; when it undertakes a review of the Borough electoral wards, it is prohibited from splitting an unwarded parish or a parish ward by a Borough electoral ward boundary. This legal restriction does not apply to Reviews of parish electoral arrangements undertaken by the Borough Council, but the Commission has requested that the Council bear this in mind, which the Council will do. It is noted that the Review may result in a loss of coterminosity between Borough electoral ward boundaries and parish and parish ward boundaries, which will be undesirable for the effective conduct of elections and that may not be resolved in the short term.
44. In the naming of parish wards, the Council will be mindful of existing local or historic place names, and there will be a presumption in favour of ward names proposed by local interested parties.

The number of councillors to be elected for parish wards

45. The Council has noted that the 2007 Act (paragraph 95(5)) requires it to have regard to the following when considering the number of councillors to be elected for each ward:
 - the number of local government electors for the parish;
 - any change in the number, or distribution, of the local government electors which is likely to occur in the period of five years beginning with the day when the Review starts.
46. The Guidance (paragraph 166) has advised, and this Council concurs, that “it is an important democratic principle that each person’s vote should be of equal weight so far as possible, having regard to other legitimate competing factors, when it comes to the elections of councillors” to a parish council. While there is no provision in legislation that each parish ward councillor should represent, as nearly as may be, the same number of electors, the Council concurs with the Guidance that it is not in the interests of effective and convenient local government, either for voters or councillors, to have significant differences in levels of representation between different parish wards.
47. The Council is likewise anxious to avoid the risk that, where one or more wards of a parish are over-represented by councillors, the residents of those wards

(and their councillors) could be perceived as having more influence than others on the council. During the Review process and in its consultations, the Council is committed to consistently showing the ratios of electors to councillors that would result from its proposals.

48. The foregoing considerations, which are considered to be equitable, will also guide the Council when it considers the number of councillors to be elected to a common council by each parish within a grouping arrangement.

Consequential Matters

49. The Review will be completed when the Council adopts the Reorganisation of Community Governance Order. This Order may cover any consequential matters that appear to the Council to be necessary or proper to give effect to the Order. These may include:
- the transfer and management or custody of property;
 - the setting of precepts for new parishes;
 - provision with respect to the transfer of any functions, property, rights and liabilities;
 - provision for the transfer of staff, compensation for loss of office, pensions and other staffing matters.
50. In these matters, the Council will be guided by the 2007 Act and the regulations referred to above.
51. The Council is mindful that it may recommend that the Local Government Boundary Commission for England make alterations to the boundaries of the Borough electoral divisions to reflect changes made at parish level. The Council notes that it will be for the Commission to decide if related alterations should be made and, if so, when they should be implemented, and that the Commission may find it appropriate to conduct an electoral Review of affected areas.
52. Earlier in this document it was noted that, in a limited number of instances, the Council may wish to request the Local Government Boundary Commission for England to alter a Borough ward boundary so that it is coterminous with a parish boundary.

What Happens Next in the Review

53. The Council is establishing a Review website where it will publish maps and data sets to support the Review. Paper copies of these documents will be available at the Council's main offices at Westfields, Macclesfield Town Hall and Municipal Buildings, Crewe.
54. The Council will also commence a process of consultation, including providing briefings for the parish councils, to enable it to prepare Draft Proposals in the Review.

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Working for a brighter future together

Constitution Committee

Date of Meeting: 19 September 2019

Report Title: Community Governance Review: Project Update

Senior Officer: Brian Reed, Head of Democratic Services and Governance

1. Report Summary

- 1.1. The Constitution Committee has previously approved (20 Sept 2018) a proposal to initiate a Community Governance review. Subsequently it also approved (22 Nov 2018) the terms of reference for the CGR work.
- 1.2. This report provides an update on the progress made to date. In particular it reports on:
 - the impact of the recent local and European election timing
 - the analysis of the wards which informs the review
 - the draft documents which will form the basis for the initial pre-consultation engagement with residents.
- 1.3. The report was considered by the Community Governance Review Sub-Committee at its meeting on 31st July 2019. The Sub-Committee recommended as follows.

2. Recommendations

- 2.1. That the Constitution Committee approve:
 - 2.1.□.1. the process and amended timeline attached as Appendix A.
 - 2.1.□.2. that the analysis of wards, attached as Appendix B, be published as part of the pre-consultation survey; and
 - 2.1.□.3. the initiation of the pre-consultation survey based upon the text attached as Appendix C.

3. Other Options Considered

- 3.1. No other options have been considered.

4. Background

- 4.1. As previously reported, any redefinition of parish and ward boundaries will need to be completed well in advance of the next local elections due in May 2023. Sufficient time needs to be allowed in order that the electoral register can be updated to ensure that those elections are properly conducted and reflect any changes made.
- 4.2. As previously reported the review is being conducted in four phases:
 - Data gathering and identification of points of focus
 - A pre-consultation survey and developing initial proposals
 - Formal consultation on 'final' proposals, adjusting these accordingly and gaining approval
 - Amend/update relevant records
- 4.3. Detailed analysis of all the wards in the borough has now been undertaken and is included as Appendix B. This list includes data showing:
 - Electorate numbers taken from the 2019 electoral register
 - The number of councillor seats representing each ward
 - Wards where the respective town/parish council have requested a review within the last 12 months or so.
 - Electorate growth forecasts up to 2025 (the period advised by the Local Government Boundary Commission for England)
- 4.4. The rationale and methodology used to calculate the growth forecasts is explained in the separate report presented to the committee: "Electorate Forecasts for CGR Work"
- 4.5. The data includes some of the factors previously agreed as points of focus which were:
 - Known concerns expressed by parishes
 - Wards with significant variances to the average population density and/or councillor ratios
 - Local plan developments
 - Known built-environment changes
- 4.6. All these core facts will be considered, alongside residents' comments from the survey, when developing the final proposals.
- 4.7. Members of the public, and representative bodies, will have the opportunity of requesting that any wards and parishes, both large and small, should be included in the review for whatever reason.

5. The Project Plan and its timings

- 5.1. The project working group was meeting regularly up until the end of March 2019. At that time the Head of Democratic Services 'paused' the project, in accordance with the authority previously delegated to him, to allow Democratic Services to focus on the impending local and European elections. This has resulted in a 3 month shift in the timeline previously presented to the Committee. This delay will still leave more than adequate time for the review to be completed before the next local elections in 2023.
- 5.2. A revised timeline is attached as Appendix A.

6. Implications of the Recommendations

6.1. Legal Implications

- These have previously been acknowledged by the Constitution Committee at its meeting of 20 September 2018.

6.2. Finance Implications

- CLT have been advised of the resourcing costs and have accepted these as necessary.

6.3. Policy Implications

- There are no direct policy implications at this stage.

6.4. Equality Implications

- There are no direct equality implications at this stage.

6.5. Human Resources Implications

- There are no direct HR implications at this stage.

6.6. Risk Management Implications

- A risk log has been compiled by the project board and is monitored on a regular basis. Copies are available on request.

6.7. Rural Communities Implications

- Rural communities form a large part of the borough and it will therefore be important to ensure they fully engage in the review process. In particular one of the legal tests that must be applied during the review is to reflect the identities and interest of communities in that area – the “Communities of Identity”.

6.8. Implications for Children & Young People/Cared for Children

- There are no direct implications for children and young people at this stage.

6.9. Public Health Implications

- There are no direct implications for public health at this stage.

6.10 Climate Change Implications

- There are no direct climate change implications at this stage.

7. Ward Members Affected

- 7.1. All wards

8. Consultation & Engagement

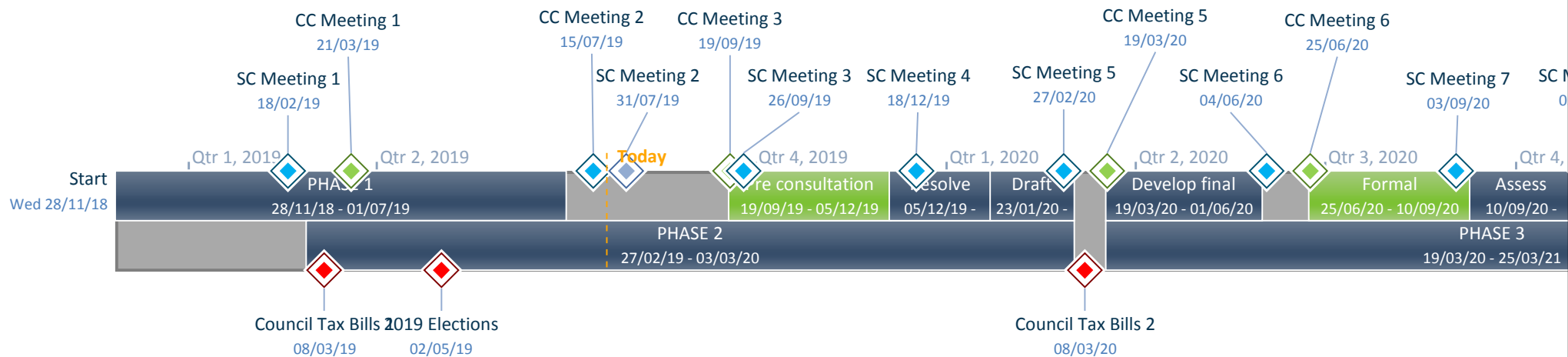
- 8.1. Consultation and engagement are critical factors in this review process in order to demonstrate the validity of any change proposals.
- 8.2. As previously reported these elements will be conducted in two stages: a pre-consultation survey designed to elicit the key areas we should be looking at followed by a formal consultation based on precise proposals developed as a result of that feedback.
- 8.3. It should be noted that, since the survey wording was seen by the Constitution Sub-Committee, the working party has agreed that the wording of question 4 should be changed to make it easier to understand. It now reads: "Are you able to provide any examples of community governance arrangements, within Cheshire East, which have enabled successful opportunities for active involvement, effective adoption of responsibilities and working together effectively?"

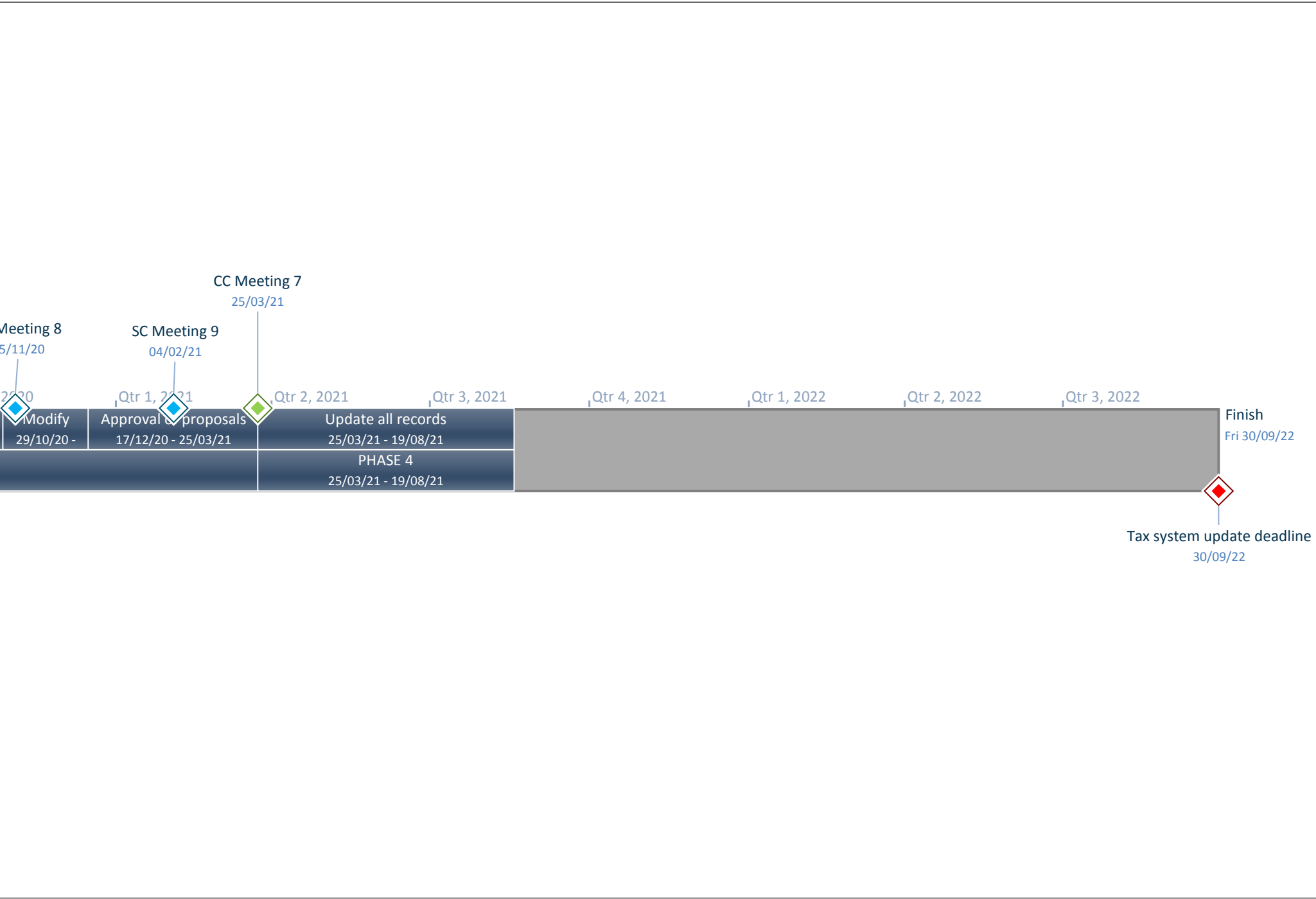
9. Access to Information

- 9.1. Supporting documents are available upon request to the report's author.

10. Contact Information

- 10.1. Any questions relating to this report should be directed in the first instance to:
- Name: Paul Mountford
Job Title: Executive Democratic Services Officer
Email: paul.mountford@cheshireeast.gov.uk





APPENDIX B - PARISH WARDS - 2019 ELECTORATE

WARD NAME	NUMBER OF ELECTORS	NUMBER OF COUNCILLORS	PARISH COUNCIL REQUEST FOR REVIEW	FORECAST % POP'N GROWTH BY 2025
ACTON	254	5		9.10
ADLINGTON	922	10		7.70
ALDERLEY EDGE	3727	9		3.70
ALPRAHAM	359	8		34.70
ALSAGER - CENTRAL	2745	4		19.60
ALSAGER - EAST	3884	6		18.40
ALSAGER - WEST	3209	4		3.80
ARCLID	242	7		54.40
ASHLEY	250	8		1.60
ASTON BY BUDWORTH	266	7		8.60
ASTON JUXTA MONDRUM	155	3		4.50
AUDLEM	1588	12		16.10
AUSTERSON	102	1		4.00
BADDILEY	214	3		2.30
BADDINGTON	102	2		16.70
BARTHOMLEY	169	7		11.80
BASFORD	200	3		0.50
BATHERTON	37	1		18.90
BETCHTON	554	10		4.30
BICKERTON	186	7		0.00
BLAKENHALL	121	3		0.80
BOLLINGTON CENTRAL	2525	4		0.80
BOLLINGTON EAST	1946	4		-0.60
BOLLINGTON WEST	1893	4		2.40
BOSLEY	382	7		1.30
BRADWALL	154	7		5.20
BRERETON	1055	8		35.90
BRIDGEMERE	119	3		0.80
BRINDLEY	132	4		0.00
BROOMHALL	161	3		10.60
BUERTON	450	8		3.80
BULKELEY	214	7	✓	11.70
BUNBURY	1100	10		12.20
BURLAND	500	9		1.40
CALVELEY	221	7		10.50
CHECKLEY CUM WRINEHILL	77	2		-1.30
CHELFORD	1056	7		29.40
CHOLMONDESTON	152	3		4.50
CHOLMONDLEY	136	6		7.90
CHORLEY - WILMSLOW & CHORLEY	388	7		2.10
CHORLEY - WRENBURY	90	5		-1.10

CHORLTON	689	2		-1.20
CHURCH LAWTON	1834	10		2.40
CHURCH MINSHULL	371	7		7.60
CONGLETON - EAST	10940	10		3.40
CONGLETON - WEST	10869	10		17.30
COOLE PILATE	57	2		7.00
CRANAGE	1029	7		1.80
CREWE - CENTRAL	4301	2		4.30
CREWE - EAST	10979	6		13.40
CREWE - NORTH	3617	2		-0.80
CREWE - SOUTH	7254	4		3.90
CREWE - ST BARNABAS	3757	2		-3.10
CREWE - WEST	7775	4		-2.50
CREWE GREEN	185	8		0.50
DISLEY	4013	7		0.10
DODCOTT CUM WILKESLEY	379	8		5.10
DODDINGTON	19	1		0.00
EATON	395	7		54.50
EDLESTON	479	1		43.70
EGERTON	58	3		5.20
FADDILEY	137	4		6.60
GAWSWORTH - MOSS	477	3		63.10
GAWSWORTH - VILLAGE	943	6		-0.40
GOOSTREY	1871	10		-0.20
GREAT WARFORD	635	7		1.40
HANDFORTH - EAST	1662	2		-1.10
HANDFORTH - SOUTH	1353	2		27.60
HANDFORTH - WEST	2159	3		-1.50
HANKLOW	259	5		13.20
HASLINGTON - HASLINGTON VILLAGE	3941	10		13.50
HASLINGTON - OAKHANGER	460	1		129.70
HASLINGTON - WINTERLEY	1242	4		13.00
HASSALL	231	7		0.00
HATHERTON	290	7		3.40
HENBURY	502	7		51.90
HENHULL	89	1		562.50
HIGH LEGH	1411	10		0.40
HIGHER HURDSFIELD	606	8		0.30
HOLMES CHAPEL	5066	12		9.10
HOUGH	660	7		2.90
HULME WALFORD - HULME WALFORD	163	2	✓	275.50
HULME WALFORD - SOMERFORD	138	3	✓	42.20
HUNTERSON	134	3		0.00
HURLESTON	60	2		0.00
KETTLESHULME	277	7	✓	-1.50
KNUTSFORD - BEXTON	2139	3		-0.50
KNUTSFORD - NETHER	2158	3		0.00
KNUTSFORD - NORBURY	2133	3		0.20
KNUTSFORD - OVER	4143	6		6.90
LEA	36	1		0.00

LEIGHTON - RURAL	390	3	✓	216.20
LEIGHTON URBAN	3975	8	✓	0.00
LITTLE WARFORD	65	8		3.10
LOWER PEOVER - INFERIOR	93	3		1.40
LOWER WITHINGTON	449	7		0.90
LYME HANDLEY	119	5	✓	-1.70
MACCLESFIELD - BROKEN CROSS	6871	2		3.00
MACCLESFIELD - CENTRAL	7171	2		5.10
MACCLESFIELD - EAST	3612	1		9.50
MACCLESFIELD - HURDSFIELD	3499	1		-0.20
MACCLESFIELD - SOUTH	6018	2		6.50
MACCLESFIELD - TYTHERINGTON	7422	2		4.40
MACCLESFIELD - WEST	6372	2		5.40
MARBURY CUM QUIOISLEY	233	8		2.60
MARTON	185	7		5.40
MERE	526	8		0.00
MIDDLEWICH - CLEDFORD	6313	6		6.30
MIDDLEWICH - KINDERTON	5062	6		-0.40
MILLINGTON	151	5		-1.30
MINSHULL VERNON	209	7	✓	25.40
MOBBERLEY	2478	12	✓	1.30
MOSTON	434	8		236.30
MOTTRAM - NEWTON	90	2		3.00
MOTTRAM -ST ANDREW	443	5		3.30
NANTWICH - NORTH	7125	7		3.00
NANTWICH - SOUTH	4388	5		-1.00
NETHER ALDERLEY	524	8		98.70
NEWBOLD - ASTBURY	446	9		2.70
NEWBOLD - MORETON	139	4		2.20
NEWHALL	697	9		21.10
NORBURY	169	7		0.00
NORTH RODE	205	7		-1.50
ODD RODE - MOUNT PLEASANT	1269	5		0.60
ODD RODE - RODE HEATH	1776	5		0.20
ODD RODE - SCHOLAR GREEN	1495	5		5.10
OLLERTON - MARTHALL	141	3		10.80
OLLERTON - OLLERTON	317	7		10.40
OVER ALDERLEY	258	7		0.40
PEOVER SUPERIOR	557	8		19.10
PICKMERE	617	8		15.00
PLUMLEY - TOFT & BEXTON	86	2		1.20
PLUMLEY - PLUMLEY	573	9		6.30
POOLE	116	2		2.60
POTT SHRIGLEY	210	7	✓	6.20
POYNTON - EAST	5749	9		3.90
POYNTON - WEST	6025	9		4.20
PRESTBURY - FALLIBROOME	85	1		-1.20
PRESTBURY - BUTLEY	1322	6		1.40
PRESTBURY - PRESTBURY	1441	5		-0.20
RAINOW	1052	12		13.40

RIDLEY	114	3	✓	3.50
ROPE	1763	7		4.40
ROSTHERENE	126	8		0.00
SANDBACH - ELWORTH	4412	5		20.00
SANDBACH - ETTILEY HEATH	4347	5		0.90
SANDBACH - HEATH	3629	5		25.60
SANDBACH - TOWN	4243	5		1.30
SHAVINGTON - GRESTDY BROOK	554	2		-2.20
SHAVINGTON - SHAVINGTON	3797	10		31.30
SIDDINGTON	281	8		-1.40
SMALLWOOD	560	8		0.50
SNELSON	122	5		1.60
SOMERFORD	713	7	✓	141.10
SOUND	206	4		0.50
SPURSTOW	320	8		1.60
STAPELEY	2878	9		1.80
STOKE	201	4		0.00
STYAL	566	7		58.90
SUTTON - LANGLEY	463	3		31.50
SUTTON - LYME GREEN	553	3		48.70
SUTTON - LANE ENDS	885	3		-0.20
SUTTON - RURAL	341	3		7.40
SWETTENHAM	247	5		8.10
TABLEY	384	10		15.10
TWEMLOW	182	7		11.50
WALGHERTON	125	3		1.60
WARDLE	119	7		36.10
WARMINGHAM	191	5		9.40
WESTON - VILLAGE	800	5		114.80
WESTON - WYCHWOOD	873	3		-1.10
WETTENHALL	181	3		1.70
WILASTON - VILLAGE	1936	10		10.60
WILLASTON - NORTH	703	2		57.10
WILMSLOW - DEAN ROW	5513	4		5.30
WILMSLOW - EAST	3252	4		8.90
WILMSLOW - LACEY GREEN	3581	2		8.10
WILMSLOW - WEST	7648	5		1.60
WIRSWALL	80	4		10.00
WISTASTON - ST MARYS	2513	7		18.00
WISTASTON - WELLS GREAN	1737	3		-0.30
WISTASTON - WISTASTON	2431	5		9.80
WOOLSTANWOOD	566	4	✓	-1.30
WORLESTON	205	7		6.00
WRENBURY CUM FRITH	982	9		11.50
WYNBUNBURY	1259	9		29.50

Cheshire East Community Governance Review - Part One

Introduction

Purpose of this survey

We are conducting a review of town and parish council governance arrangements across the Cheshire East Borough.

The overarching purpose of the review is in accordance with the 'Department of Communities and Local Government and Local Government Boundary Commission for England guidance on Community Governance Reviews' [LGBCE Guidance] [\[LINK\]](#). to "ensure that community governance arrangements continue to reflect local identities and facilitate effective and convenient local government."

Cheshire East has 186 town and parish council wards in 135 town and parish councils covering the whole borough. Cheshire East Council is responsible for electoral and governance arrangements within the borough including:

- town and parish boundaries
- numbers of town and parish councillors
- arrangements for wards and the meetings of groups of parish councils

It is good practice to review community governance every 10-15 years. Cheshire East Council was created in 2009 and has yet to hold a full review of town and parish council governance.

At this stage the Council has undertaken some preliminary analysis of each of the town/ parish council wards within the borough including details of current electorate and councillor representation, together with electorate growth forecasts that take account of expected future house-building. The council has also received a small number of requests from parish councils to review their specific governance arrangements. You can see the results of this analysis here. [\[LINK\]](#).

As part of the process, we would now like your views on how effective you feel the current governance arrangements are and if you feel changes, if any, are required and why.

Please note that the inclusion of any particular town/ parish council ward at this stage does not necessarily mean that its boundaries will change. The list is simply a starting point for deliberation.

Once this stage of the review has been complete we will develop some draft proposals which will be the subject of a formal consultation at a later date.

Submitting your comments

Please submit your response by 5pm on ?? ???? 20??

Please note that a red asterisk next to a question within the survey means that an answer is required before you are able to continue.

For any queries about this survey e-mail:
communitygovernancereview@cheshireeast.gov.uk

Once the consultation closes we will analyse all responses, produce a summary report of them, and publish this online on our consultation webpages.

Your confidentiality is assured

We comply with all laws concerning the protection of personal information, including the General Data Protection Regulation (GDPR). Any personal information you supply will remain strictly confidential and anonymous and will be held and used in line with the Data Protection Act 2018. The information you provide will only be used by Cheshire East Council to analyse the results of surveys and inform decision making. We will not pass on your personal information to any other third parties, without your prior consent. Your response will be stored and kept in line with the council's retention schedule. To find out how we use your information see our privacy policy.

1. Please choose the town/ parish council ward you are submitting a response for: Please select from the drop down list provided below. You can lookup which town/ parish council ward you live in using this tool [LINK] *

[Drop Down List]

2. Which of the following best describes how you are responding to this survey: Please tick one box only

- ☐ As an individual (e.g. local resident)
- ☐ On behalf of a town/parish council
- ☐ As an elected Cheshire East ward councillor
- ☐ On behalf of a local business
- ☐ On behalf of a group, organisation or club
- ☐ Other (please write in below):

Please give the name and postcode of the town/ parish council, group, organisation, club or business you are responding on behalf of: Please write in below

Name of town/parish, group, organisation, club or business:	<input type="text"/>
Your position:	<input type="text"/>
Postcode:	<input type="text"/>

Cheshire East Council has to ensure that parish governance arrangements* are:

- Reflective of the identities and interests of the community in that area; and:
- Effective and convenient (this relates to the ability of parishes to provide services for its residents).

** Parish governance arrangements include: town and parish boundaries, the number of town and parish councillors and arrangements for wards and the meetings of groups of parish councils.*

3. How strongly do you agree or disagree that the current governance arrangements within the town/ parish council ward you are responding about... Please select one option per row only

	Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Unsure/ don't know
...reflects local identities and interests?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
...provides an effective and convenient local government?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please explain the reasoning for your answer:

4. Are you able to provide any examples of community governance arrangements, within Cheshire East, which have enabled successful opportunities for engagement, empowerment and coordination? Please write in below

A Community Governance Review can make a number of changes to parish governance when there is clear evidence to do so:

It can make changes to parish areas – including:

- changes to boundaries between parishes
- mergers of two or more parishes or even
- creating a new parish out of part of one or more existing parishes

It can make changes to electoral arrangements within parish areas – including:

- changes to the number of parish councillors
- introducing or changing parish warding arrangements
- It can accommodate changing the name of a parish
- It can accommodate the grouping together of parishes under a common parish council.

This list is not exhaustive please see our Terms of Reference [\[LINK\]](#) and the LGBCE Guidance [\[LINK\]](#) for further information on the factors that we will need to consider and where appropriate take into account.

5. For the town/ parish council ward you are responding about please indicate whether you feel there is need for a change or not:

- ☐ Change
- ☐ No change
- ☐ Unsure/ don't know

Please provide reasons for your answer in the box provided below Please explain why you consider a change or no change will ensure that community governance within the area will reflect the identities and interests of the community and will be effective and convenient. If you are unsure you can still comment with any general concerns or observations you have.

This could include comments on whether the...

- ...name of the parish is appropriate
- ...parish is of an appropriate size and population
- ... current number of councillors is appropriate for the number of electors
- ... delivery of local services is efficient and affordable
- ... current parish precept allows for the active and effective promotion of the well-being of its residents

Your views, if you have any, on the desirability, or otherwise, of the grouping of parishes under a common council or the division of a parish into wards would also be welcome.

If you would like to submit maps or other documentation to explain your answer you can do so using the upload file option below.

[Upload File Option]

6. How many more town/ parish council wards would you like to give your views on? If you would like to answer for more than three other town/parish council wards then you will need to fill in another survey. Please select one answer only *

- ☐ None
- ☐ One
- ☐ Two
- ☐ Three

[Survey then loops if required]

18. About you

Cheshire East Council is committed to the principle that all our customers have the right to equality and fairness in the way they are treated and in the services that they receive. It would help us to check that we are providing services fairly if you would answer the questions below. Information you give will be used to see if there are any differences in views for different groups of people, and to check if services are being delivered in a fair and accessible way. The information in this section will be used for no other purpose.

You do not need to answer any of the following questions if you do not wish to, and you will not be affected in any way if you choose not to answer any, or some, of the questions.

24. What is your home postcode? We ask this so we can be sure we have obtained a range of views from across the borough Please write in below

25. What is your gender identity? Please select one box only

- ☐ Male
- ☐ Female
- ☐ Prefer not to say
- ☐ Prefer to self describe (please write in below)

26. What age group do you belong to? Please select one box only

- | | |
|--------------------------------|--|
| <input type="checkbox"/> 16-24 | <input type="checkbox"/> 65-74 |
| <input type="checkbox"/> 25-34 | <input type="checkbox"/> 75-84 |
| <input type="checkbox"/> 35-44 | <input type="checkbox"/> 85 and over |
| <input type="checkbox"/> 45-54 | <input type="checkbox"/> Prefer not to say |
| <input type="checkbox"/> 55-64 | |

27. What is your ethnic origin? Please write in below

- ☐ White British / English / Welsh / Scottish / Northern Irish / Irish
- ☐ Any other White background
- ☐ Mixed: White and Black Caribbean / African / Asian
- ☐ Asian / Asian British
- ☐ Black / African / Caribbean / Black British
- ☐ Prefer not to say
- ☐ Prefer to self describe (please write in below)

28. Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? This includes problems related to old age Please select one box only

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

29. Which of the following best describes your religious belief / faith? Please select one box only

- | | |
|------------------------------------|---|
| <input type="checkbox"/> Buddhist | <input type="checkbox"/> Sikh |
| <input type="checkbox"/> Christian | <input type="checkbox"/> None |
| <input type="checkbox"/> Hindu | <input type="checkbox"/> Prefer not to say |
| <input type="checkbox"/> Jewish | <input type="checkbox"/> Prefer to self describe (please write in): |
| <input type="checkbox"/> Muslim | <input type="text"/> |

19. Almost finished

If you would like to review / edit any of your answers please do so now, otherwise please click the "Submit response" button below - Once clicked you will have submitted your consultation response.

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Working for a brighter future together

Constitution Committee

Date of Meeting: 19 September 2019

Report Title: Community Governance Review: Communications and Consultation Plan

Senior Officer: Brian Reed, Head of Democratic Services and Governance

1. Report Summary

- 1.1. The Community Governance Review Sub-Committee has previously approved (31st July 2019) an updated report on the project plan proposals for CGR work.
- 1.2. This report provides an update on the method for delivering and communicating the output of the pre-consultation survey (this survey seeks to gather information which will support the development of proposals for formal consultation later in the CGR process). In particular it reports on:
 - the timing of the publication of the pre-consultation output to support the development of the options, which will be developed to be consulted upon within the formal consultation; and
 - the communication activity which will support the publication of the pre-consultation output.

2. Recommendations

That the Constitution Committee

- 2.1. approve the proposed timings of the publication of the pre-consultation survey output; and
- 2.2. approve the proposed amendments to the communication plan (see Appendix A) for supporting and promoting public engagement around the pre-consultation survey output.

3. Other Options Considered

- 3.1. No other options have been considered.

4. Background

- 4.1. As previously reported the review is being conducted in four phases:
- Data gathering and identification of points of focus
 - Pre-consultation engagement, where initial submissions are invited – Stage 1
 - Consideration of submissions received and draft ‘recommendations’ are prepared – Stage 2
 - Formal consultation on published ‘draft’ recommendations – Stage 3
 - Adjust draft recommendations accordingly, with final recommendations being prepared to seek approval via Full Council – Stage 4
 - Publish final recommendations, amend/update relevant records’ and, if appropriate, undertake a resolution to make a reorganisation order
- 4.2. The data includes some of the factors previously agreed as points of focus which were:
- Known concerns expressed by parishes
 - Wards with significant variances to the average population density and/or councillor ratios
 - Local plan developments
 - Known built-environment changes
- 4.3. All these core facts will be considered, alongside residents’ comments from the survey, when developing the final proposals.
- 4.4. Members of the public, and representative bodies, will have the opportunity of requesting that any wards and parishes, both large and small, should be included in the review for whatever reason.
- 4.5. In order to maintain transparency of the process the output report from the pre-consultation survey will be provided to all stakeholders week commencing 2nd March 2020.
- 4.6. Communication activity will support the publication and promotion of the pre-consultation survey output and will provide all stakeholders with an opportunity to gain access via an appropriate method to their situation.

The Project Plan and its timings

- 4.7. The pre-consultation survey report will be published to all stakeholders in the week commencing 2nd March 2020.

5. Implications of the Recommendations

5.1. Legal Implications

- These have previously been acknowledged by the Constitution Committee at its meeting of 20th September 2018.

5.2. Finance Implications

- CLT have been advised of the resourcing costs and have accepted these as necessary.

5.3. Policy Implications

- There are no direct policy implications at this stage.

5.4. Equality Implications

- There are no direct equality implications at this stage.

5.5. Human Resources Implications

- There are no direct HR implications at this stage.

5.6. Risk Management Implications

- A risk log has been compiled by the project board and is monitored on a regular basis. Copies are available on request.

5.7. Rural Communities Implications

- Rural communities form a large part of the borough and it will therefore be important to ensure they fully engage in the review process. In particular one of the legal tests that must be applied during the review is to reflect the identities and interest of communities in that area – the ‘Communities of Identity’.

5.8. Implications for Children & Young People/Cared for Children

- There are no direct implications for children and young people at this stage.

5.9. Public Health Implications

- There are no direct implications for public health at this stage.

5.10 Climate Change Implications

- There are no direct climate change implications at this stage.

6. Ward Members Affected

- 6.1. All wards

7. Consultation & Engagement

- 7.1. Consultation and engagement are critical factors in this review process in order to demonstrate the validity of any change proposals.
- 7.2. As previously reported these elements will be conducted in two stages: a pre-consultation survey designed to elicit the key areas we should be looking at followed by a formal consultation based on precise proposals developed as a result of that feedback.

8. Access to Information

- 8.1. Supporting documents are available upon request to the report's author.

9. Contact Information

- 9.1. Any questions relating to this report should be directed to the following officer:

Name: Tim Oliver

Job Title: Senior Media Relations Officer

Email: tim.oliver@cheshireeast.gov.uk

Action Plan / Tasks

ACTIVITY	CHANNEL(S)	AUDIENCE(S)	CASH COST	NON-CASH RESOURCES	DATE /TIMESCALE	AIMS / MESSAGES	RISKS / NOTES	ACTION – WHO	COMPLETE
Media Release	Press release issued to all media	Residents, town and parish councils + wider stakeholders	£0	Staff time	TBC? 19/09/2019 to flag up start of 12-week survey (Runs until 12/12/2019)	Pre-consultation survey of residents and key stakeholders (town and parish councils). 12 weeks. Reinforce key messages about CGR process		Tim Oliver (TO)	
Social media support	Twitter, Facebook, LinkedIn	Residents, town and parish councils + wider stakeholders	£0	Staff time	TBC? 19/09/2019 to flag up start of 12-week survey on	Raise awareness, encourage involvement and build engagement Share key messages during pre-consultation survey period		TBC - comms team	

Media Release	Press release issued to all media	Residents, town and parish councils + wider stakeholders	£0	Staff time	TBC At midpoint (approx. 31/10/2019) and with two weeks to (28/11/2019) go during the 12-week survey period	Encourage/remind people to take part in 12-week pre-consultation survey of residents and key stakeholders Reinforce key messages about CGR process.		TO	
Social media support	Twitter, Facebook, LinkedIn	Residents, town and parish councils + wider stakeholders	£0	Staff time	TBC Ongoing but with focus at midpoint and when two weeks to go during the 12-week survey period	Encourage/remind people to take part in 12-week pre-consultation survey of residents and key stakeholders Reinforce key messages about CGR process.		TBC	
Media Release	Press release issued to all media	Residents, town and parish councils + wider stakeholders	£0	Staff time	W/c 02/03/2020	Publication of pre-consultation report Inform residents and stakeholders and reinforce key messages		TO	

Social media support	Twitter, Facebook, LinkedIn	Residents, town and parish councils + wider stakeholders	£0	Staff time	W/c 02/03/2020	Raise awareness of publication of pre-consultation report Inform residents and stakeholders and reinforce key messages		TBC	
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(Note: 'wider stakeholders' means anyone with a stake or interest in the outcome, including councillors, MPs, community groups, schools, etc. The stakeholders are specified in the overarching communications and media plan for CGR.)

Senior Media Relations Officer: Tim Oliver
Direct line: 01270 686591
Mobile: 07879 117185
Email: tim.oliver@cheshireeast.gov.uk

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Working for a brighter future together

Constitution Committee

Date of Meeting: 19 September 2019

Report Title: Community Governance Review: Electorate Forecasts

Senior Officer: Brian Reed, Head of Democratic Services and Governance

1. Report Summary

- 1.1. The Council is required to produce forecasts of the future electorate for the parishes and other smaller areas in the Borough as part of its Community Governance Review (CGR) work. The main rationale for the forecasts is to assess how the size and geographical distribution of electors is likely to change in the coming years, so that electors can be fairly distributed between councillors. For example, housing developments can result in some small areas seeing much faster population and electorate growth than others – and hence the electors in these areas will be increasingly under-represented unless there is a change in electoral boundaries or the number of assigned councillors. Similarly, councillors representing areas of high population and electorate growth may become increasingly over-burdened unless boundaries or councillor numbers are revised.
- 1.2. These electorate forecasts have now been produced in general accordance with the relevant guidance and the results can be found in the technical report in appendix A, which also includes information on the methodology and assumptions used.
- 1.3. The key outcomes identified in the report relate to the forecast period between 2018 and 2025 and to a large extent reflect the expected volume and distribution of future housing development. They include:
 - The electorate of the Borough is forecast to increase by around 26,300 (or 8.7%) to 328,300;
 - The largest electorate change at polling district level is expected to be at Henhull (near Nantwich) which is forecast to experience a

562.5% rise in electors and in one of the Central Crewe polling districts, which is predicted to experience a 4.3% fall in electors;

- The largest electorate change at parish level will also be at Henhull which is forecast to increase by 562.5% and at Lyme Handley (near Disley) which is predicted to see a 1.6% fall in electors;
- The largest electorate change at parish ward level is again predicted to be at Henhull, an increase of 562.5%, with the largest fall being at St Barnabas ward on Crewe Town Council at 3.1%.

- 1.4. Consideration will now need to be given to whether any parish, parish ward or boundaries should be changed to take account of the forecast results and other factors as part of the CGR review. This will form part of the next stage of the CGR review and the initial findings will be reported for member consideration in due course.
- 1.5. This report was considered by the Community Governance Review Sub-Committee at its meeting on 31st July 2019. Since then some additional information has been added for completeness to the accompanying Technical Report to look at the impact of the ONS variant population projects. This has resulted in additional text to pages 21 to 23 of the report and includes a new Table 5. However, it does not change the findings of the report as considered by the Sub-Committee. The Sub-Committee recommended as follows.

2. Recommendations

- 2.1. That the Constitution Committee approve:
- 2.2. the methodology and assumptions used in the Council's CGR Electorate Forecasts Technical report attached in Appendix A, which it is acknowledged involves making some variations to the general approach outlined by the Local Government Boundary Commission for England's guidance (as summarised in paragraph 5.2 below), and that its findings are taken forward for consideration as part of the next stage of the community governance review process; and
- 2.3. that the proposals for new housing identified in the Council's Local Plan be used as a sense check against the figures forecast by the technical report in Appendix A, and they be used as a further consideration at the next stage of the community governance review process.

3. Reasons for Recommendations

- 3.1. To ensure that the Community Governance Review Sub-Committee and the Constitution Committee are in agreement with the electorate forecasting

work that has been undertaken and its findings, as these form an important consideration in the future decision making process for the potential review of boundaries. The consideration of the overall levels and locations for new housing identified in the Council's Local Plan will also provide an appropriate sense check in the CGR process, since it provides further guidance on likely growth in the immediate 5 year period beyond that identified in the electorate forecast work i.e. from 2025 to 2030.

4. Other Options Considered

- 4.1. The Council is required by national guidance to prepare electorate forecasts as part of any community governance review process. The technical report in Appendix A identifies the methodology used and explains why a particular approach has been taken where an alternative option is possible.

5. Background

- 5.1 Undertaking electorate forecasting work is a necessary step in the process of undertaking a community governance review since it provides information on likely changes to the size of the electorate within existing boundaries. This can then be used as a relevant consideration when making judgments around whether to make changes to parish boundaries and electoral arrangements, so they best reflect community identity and enable effective / convenient community governance.
- 5.2 The forecasting work that has been undertaken is based on national Local Government Boundary Commission for England (LGBCE) guidance. Where any variations in approach are considered necessary to reflect the particular circumstances of Cheshire East, these are clearly highlighted and explained in the technical forecasting report. In particular, the main variation in approach is not to constrain the forecasts to Office for National Statistics population projections, as suggested in the LGBCE guidance. This is because such an approach is considered likely to underestimate the level of growth in Cheshire East's electorate and because it produces some very implausible changes in electorate numbers for some small areas, as explained in section 6 of the technical report. This variation is consistent with the approach taken by Cheshire West & Chester Council (and accepted by the LGBCE) for its 2017 Electoral Review. The Council tested the application of the ONS population projections constraint and argued that it produced forecasts that were incompatible with expected levels of housing development and which generated some results that were not robust and credible, particularly for some small areas. The LGBCE reviewed this methodology and considered it fit for purpose.

- 5.3 National guidance requires forecasts to look at the potential electorate changes in the five year period after the review has been completed, so the Council's forecasts cover the period up to 2025. This does not match the end period of the Council's recently adopted Local Plan Strategy (LPS) which runs to 2030. For this reason it is considered important that any likely variation in growth, between the forecasts and that shown in the LPS for a particular area, be taken into account as a sense check when considering potential boundary changes.

6. Implications of the Recommendations

6.1. Legal Implications

- 6.1.1. The forecasting work has been undertaken in general conformity with national guidance and it is appropriate that its outcomes are considered as part of the CGR process.

6.2. Finance Implications

- 6.2.1. The forecasting work has been done in house by the Strategic Planning Team and any financial implications for town and parish councils will only be known later in the process once any changes to boundaries have been proposed.

6.3. Policy Implications

- 6.3.1. There are no direct policy implications

6.4. Equality Implications

- 6.4.1. There are no direct equality implications.

6.5. Human Resources Implications

- 6.5.1. There are no direct HR implications.

6.6. Risk Management Implications

- 6.6.1. Accepting the electorate forecasts are a necessary step in progressing the CGR and so any delay will have implications for the timetable.

6.7. Rural Communities Implications

- 6.7.1. There are no direct implications for rural communities at this stage since it is not yet known the extent to which the forecast findings will result in proposed changes to boundaries.

6.8. Implications for Children & Young People/Cared for Children

6.8.1. There are no direct implications for children and young people.

6.9. Public Health Implications

6.9.1. There are no direct implications for public health.

6.10. Climate Change Implications

6.10.1. There are no direct implications for climate change at this stage.

7. Ward Members Affected

7.1. All wards.

8. Consultation & Engagement

8.1. Consultation and engagement are critical factors in this review process in order to demonstrate the validity of any change proposals. The forecasting work will be made available as background evidence as part of any consultation process.

9. Access to Information

9.1. Supporting documents are available upon request to the report's authors.

10. Contact Information

10.1. Any questions relating to this report should be directed to the following officer:

Name: Stuart Penny

Job Title: Planning Policy & CIL Manager

Email: stuart.penny@cheshireaest.gov.uk

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Cheshire East Council

Community Governance Review (CGR) 2019: electorate forecasts technical report

1. Introduction

As part of Cheshire East Council's Community Governance Review (CGR), it is necessary to produce forecasts of the Borough's future electorate for parishes and other small administrative areas.

The main rationale for producing these forecasts is to assess how the size and geographical distribution of electors is likely to change in the coming years, so that electors can be fairly distributed between councillors. For example, housing developments can result in some small areas seeing much faster population and electorate growth than others – and hence the electors in these areas will be increasingly under-represented unless there is a change in electoral boundaries or the number of assigned councillors. Similarly, councillors representing areas of high population and electorate growth may become increasingly over-burdened unless boundaries or councillors numbers are revised.

CGR and electorate guidance produced by the Local Government Boundary Commission for England (LGBCE)¹ set out the requirements for these forecasts. In addition, Cheshire West & Chester Council recently (in 2017) carried out an electoral review of its council wards, which included electorate forecasts. Cheshire West & Chester produced a report on its methodology², which the LGBCE reviewed and considered fit for purpose.

Cheshire East Council has now produced its initial CGR forecasts, which take account of the LGBCE guidance and are based on Cheshire West & Chester's approach.³ This technical report sets out Cheshire East's methodology and the main results. The forecasts, and this report, were prepared by the Council's Strategic Planning Team.

The LGBCE recommends that electorate forecasts are constrained so that they are consistent with the Office for National Statistics' (ONS) population projections or with projections developed from another tested methodology.⁴ The chosen methodology does not constrain the electorate forecasts to ONS' latest (2016-based) subnational population projections (SNPPs), but such a constraint was tested and this report

¹ [1] 'Guidance on community governance reviews', LGBCE and Department for Communities and Local Government (CLG), March 2010. [2] 'Electorate Forecasts – A Guide for Practitioners', LGBCE, October 2011. [3] 'Electoral reviews: Technical guidance', LGBCE, April 2014.

² Cheshire West and Chester Electoral Review 2017: The Current and Forecast Electorate, Cheshire West & Chester Council, March 2017.

³ It will also be necessary to generate electorate forecasts for any alternative administrative boundaries that are proposed during the course of the CGR.

⁴ This advice is set out in the LGBCE's 'Electorate Forecasts – A Guide for Practitioners'. As noted above, the Council's chosen methodology is based on Cheshire West & Chester's approach, which has been tested and accepted by the LGBCE.

highlights the effect of that constraint and explains why the SNPP-constrained electorate forecasts were not adopted as the Council's chosen forecast.

Cheshire East's chosen forecasting methodology involves some separate treatment of dwellings (in which one or more households live) and communal establishments, such as care homes and student halls of accommodation. For the sake of clarity, this report uses the term "dwellings" to refer only to accommodation occupied by households with no care provision⁵; "residential properties" (or "properties") means all accommodation, whether dwellings with extra care, dwellings without extra care or communal establishments.⁶

Section 2 of this report explains which geographical areas the forecasts were produced for (and why), Section 3 justifies the choice of the forecasting time period and Section 4 presents the forecasting methodology and summarises the forecast results. Section 5 explains why the base year (2018) forecast figure differs from that published by the Office for National Statistics (ONS) and Section 6 highlights the results of constraining the forecasts so they are consistent with ONS' latest (2016-based) subnational population projections. Annex 1 sets out how the underlying forecasts of future housing development were produced and Annex 2 contains the tables of electorate forecast results.

2. Geographical coverage of the forecasts

The CGR involves a review of parish and parish ward boundaries, but the findings and resulting decisions may also involve a change to council ward boundaries. Hence there is a need to consider the current and future electorate at all these geographical tiers.

This is complicated by that fact that, in many cases, council ward and parish boundaries do not align with each other very well. Parish wards are usually (though not in every case) subdivisions of both council ward and parishes.

However, all polling districts are subdivisions of parish wards, parishes and council wards. Furthermore, Electoral Register data – which include statistics on both the number of electors and the number of properties – are readily available at polling district level. Cheshire West & Chester's 2017 review of its council ward boundaries included forecasts at and above polling district level.

The other key data input required for electorate forecasts – Council data on completed new build housing and on future development sites - includes site and

⁵ For the purposes of this report and the CGR electorate forecasts, "care homes" means forms of specialist housing for older people that fall within the C2 premises use class (https://www.planningportal.co.uk/info/200130/common_projects/9/change_of_use): namely residential care homes, nursing homes and extra care housing. Extra care housing is housing primarily for older people, where occupants have specific tenure rights to occupy self-contained dwellings and where they have agreements that cover the provision of care, support, domestic, social, community or other services.

⁶ This is consistent with the definitions in the 2011 Census Glossary of Terms (Office for National Statistics, May 2014). This defines a dwelling as "a unit of accommodation which may comprise one or more household spaces (a household space is the accommodation used or available for use by an individual household)..."

individual property eastings and northings. Housing completions and expected future developments can therefore be mapped to any geographical area.

Given all this, Cheshire East's CGR electorate forecasts have been produced for five different geographical tiers: its 343 polling districts, 193 parish wards, 142 parishes, 52 council wards and the Borough as a whole.⁷

The chosen approach – following that taken by Cheshire West & Chester in its 2017 review - was to produce forecasts firstly for council wards and add these up to obtain a Borough-wide total, and then generate forecasts for polling districts. The forecasts for each polling district were calculated using (amongst other input data) estimates of the average number of electors per dwelling for the council ward in which polling district lay. The resulting electorate forecasts for each polling district were then constrained so that they summed to the electorate totals for each council ward. The polling district figures were then grouped into their constituent parish wards and parishes, in order to generate forecasts for these other geographical tiers that summed to the same sub-totals and overall (Borough) totals.

For the Borough as a whole, the resulting forecast is an increase of around 26,300 (8.7%) in the electorate, from 302,000 (2018) to 328,300 (2025).

3. Time period for the forecasts

LGBCE guidance on electorate forecasts states that there is a legal requirement that the review take into account changes in the electorate that are likely to occur within five years of the end of the review's final recommendations. Hence the LGBCE asks that local authorities produce forecasts for six years from the start of the review.⁸ Cheshire East has decided that the review should commence in June 2019 and therefore forecasts are required up to 2025.

For the forecasting starting point, LGBCE ideally requires authorities to use the electorate from the 1st of the month during which the review formally starts. However, the LGBCE is willing to consider use of the register from the previous December if the Council in question presents valid reasons for doing so.⁹ 1st December 2018 was a Saturday, but Cheshire East had data available from the register as of the last working day prior to this, 30th November 2018. Because of the time lag involved in compiling and modelling data and desirability of having forecasts available for when the review commences, the Council decided to take the register as of 30th November 2018 as the baseline for its forecasts.

The resulting forecasts are therefore for the period from (30th November) 2018 to 2025.

⁷ The figures quoted here for parishes and parish wards include 7 parish meetings, i.e. there are 186 town and parish council wards and 135 town and parish councils, plus the 7 parish meetings.

⁸ Paragraph 4.68, 'Electoral reviews: Technical guidance', LGBCE, April 2014.

⁹ Paragraph 4.67, 'Electoral reviews: Technical guidance', LGBCE, April 2014.

4. Methodology

4.1 Overview and key data sources

One approach to forecasting future changes in the electorate is to produce forecasts of the future population change and then apply estimates of (or assumptions about) the number of electors per head of population. However, whilst population forecasts are commonly produced at local authority level, Cheshire East does not consider that such forecasts can be reliably generated for smaller areas, such as towns, parishes or council wards. This is because the key input data, such as official statistics on migration flows, are not generally available for these small areas. The 2011 Census includes data at small area level, but only for short-term migration (people moving house during the 12 months before the Census): clearly longer-term migration trends cannot be identified from this alone. Furthermore, population forecasting requires specialist knowledge of demographic data (such as fertility rates, mortality rates and migration flows) and associated modelling techniques. Cheshire East does not have this in house expertise.

The most obvious alternative approach – the one that the Council has followed - is to forecast future change in the number of residential properties and then apply estimates of the average number of electors per property. This approach is more suitable, as Cheshire East's Strategic Planning Team maintains a database of housing developments, which includes records of past housing completions and forecasts of expected future completions.

This database records only changes in the stock of residential properties (completions, demolitions, changes of use and conversions). Therefore it cannot be used in isolation to estimate the stock at any one time. However, small area data on the stock of residential properties are available from a number of other sources, namely Official for National Statistics (ONS) dwelling stock statistics, the 2011 Census, Cheshire East's Council Tax team and from the Council's Electoral Register.

The property statistics from these sources can also be cross-checked against each other and against the forecast results, and used to adjust the forecast inputs and methodology as appropriate.

For data on the number of electors, the Electoral Register is the obvious (and only) source.

These data sets are summarised in Table 1 below.

Table 1: Key data sources available for the electorate forecasting work

Data	Source	Time period(s) for which data are available at small area level
Cheshire East Council housing database records on housing completions and current/ future developments	Strategic Planning Team	2010 onwards
Electoral Register data on electorate size and property numbers	Electoral Services Team	2016-18 (registers as of 2 nd August 2016, 1 st August 2017 and 30 th November 2018 ¹⁰)
Council Tax data on number of properties	Council Tax Team	2011, 2019
ONS dwelling stock data	Office for National Statistics (ONS)	2010
2011 Census dwelling stock data	ONS' NOMIS website	2011

4.2 Estimating the current stock of residential properties

The Strategic Planning Team's housing database is the most comprehensive and reliable source of data on recent and potential future changes to the Borough's housing stock. It includes eastings and northings for individual completed dwellings and for sites where development is underway or planned. This means that existing and expected future dwelling provision can be mapped to any current or potential future administrative areas.

The information on the housing database records the exact day (date, month and year) of each completion. The data go back only to 2010 and (a few exceptions aside) do not record dwellings built before then. However, it can be used, in tandem with less up-to-date statistics on the residential property stock, to produce up-to-date estimates of this stock.

For the purposes of the electorate forecasting work, an extract was obtained from this database. This extract contained all data fields deemed of potential use for the CGR forecasts and included records of all property completions to date and all development sites (whether already completed, underway or where building was yet to commence).

This extract was reviewed and some data cleaning undertaken prior to input into the electorate forecasts. In particular:

- For some of the site records, it was necessary to check the development location through online searches (including the Council's own planning application search tool) because of incomplete or obviously incorrect address details, such as a missing or incomplete postcode, or missing eastings and northings. In other cases, the address was checked because of the original easting and northing mapping to a location outside Cheshire East. Amended postcodes and revised coordinates were added in new data fields. Where postcodes or coordinates were absent or needed correcting, the latest available (February 2019) ONS Postcode Directory (ONSPD) was used to

¹⁰ These were the dates for which Electoral Register data were readily available.

identify the easting and northing for the correct postcode. However, these changes affected only 4% (114) of the 2,858 sites.

- For the 13,140 properties completed between 1st January 2010 and 31st December 2018, no eastings or northings were provided from the database. However, in the vast majority of cases (97%), there was either a postcode or sufficient address details to identify the postcode through online searches. In all these cases, the February 2019 ONSPD was used to match the postcode to an easting and northing, as these postcode centroids are generally a more accurate guide to the dwelling location than the whole development site's easting and northing.¹¹ For the other 3% of completions, the site easting and northing was used instead.

ONS' former Neighbourhood Statistics site published statistics, down to Output Area (OA) level¹², on the dwelling stock as of March 2010.¹³ These figures are no longer available in the public domain, but Cheshire East obtained a copy of the data set from Cheshire West & Chester. The data set is based on the original (2001) OA boundaries, which divide Cheshire East in 1,215 OAs. ONS lookup tables can be used to match these original OA boundaries to current (post-2011) OAs and in turn to parishes and council wards. Once these 2010 dwelling stock figures are combined with the Council's housing database records of dwelling completions between 1st April 2010 and 1st December 2018, they provide estimates of the total dwelling stock for the start of the CGR forecast period.¹⁴

The difficulty, though, is in allocating the 2010 ONS dwelling stock figures to parish wards and polling districts and to some of the smaller parishes. The 2001 OAs can be best-fitted to parish wards, polling districts or any other geographical areas, using their population-weighted centroids¹⁵. It is this approach that ONS uses to derive statistics for parishes (and other geographical tiers) from OA level data.¹⁶ However,

¹¹ This is because larger sites often consist of properties on multiple streets and covering multiple postcodes. In these cases, these postcode centroids are more precise. For very small sites, particularly those involving a single completion, the reverse may be true, with the site centroid being more accurate than the postcode centroid. However, to avoid undue complexity, it was deemed preferable to follow a consistent approach for all properties.

¹² OAs are small areas created by ONS for statistical purposes and are intended to be of similar size (in terms of population). They were originally created in 2001, but some OA boundaries have since been merged or split, to reflect subsequent demographic change. As a guide to their size, ONS' Census geography web page

(<https://www.ons.gov.uk/methodology/geography/ukgeographies/censusgeography>) notes that, for England and Wales OAs, "The minimum OA size was [originally] 40 resident households and 100 resident people, but the recommended size was rather larger at 125 households."

¹³ Dwelling Stock by Council Tax Band, 2010, Neighbourhood Statistics, ONS.

¹⁴ For the purposes of this electorate forecasting work, properties completed on 1st December 2018 were treated as part of the 2010-18 change in the Borough's stock of properties, rather than as part of the 2018-25 forecast period. This does not align exactly with the chosen (and only available) base date for the 2018 electorate data (30th November). However, only 8 properties were completed on 1st December 2018 (3 in the parish of Mottram St Andrew, 2 in Sandbach and 1 each in Disley, Poynton and Mobberley), so this has minimal impact on the forecast results.

¹⁵ With population-weighted centroids, the central point (centroid) of the area is based on the geographical distribution of its population, rather than the geographical coverage of the area.

¹⁶ For more details on this best-fitting, see 'An Overview of Best-fitting: Building 2011 Census Estimates from Output Areas', ONS, October 2012.

even at parish level, there are some areas that do not contain a single population-weighted OA centroid, because of their relatively small population (for example, Hurleston, or Ridley); this problem becomes even more acute for smaller geographical subdivisions, such as parish wards or polling districts.

Using 2011 Census data on Cheshire East's dwelling stock presents a similar problem, as the Census' parish level statistics are best-fitted to current (post-2011) OA boundaries.¹⁷

Whilst Council Tax dwellings data provide a record of the number of dwellings in all parishes (and are based on actual parish boundaries, rather than best-fitted OAs), they are not broken down to parish ward or polling district level. Furthermore, the Council Tax dwellings data for small areas were available only for 2011 and 2019.

An alternative source is the property data from the Electoral Register, as the Register's figures are available at polling district level. As parish wards, parishes and council wards are all made up of groups of polling districts, the Electoral Register data can be easily aggregated into these larger geographical levels.

The Electoral Register property estimates can be – and were - checked against the ONS and housing database evidence on the size of the Borough's dwelling stock. However, these comparisons suggest that Electoral Register property counts err on the high side at Borough level and that some of the changes in the Register's property statistics between one year and another are more questionable than those from other sources.

For example, the last Census (undertaken on 27th March 2011) put the Borough's total stock of residential properties at 166,236.¹⁸ Cheshire East's latest Housing Monitoring Update (HMU) publication shows a total of 6,576 net completions between the start of 2011/12 and the end of 2016/17¹⁹, suggesting (when added to the Census figure) a stock of 172,812 by the end of March 2017. This closely matches the 172,930 reported by MHCLG as of 1st April 2017.²⁰ Even when the HMU's 2017/18 completions figure (2,321) is added on, this implies a stock of just over 175,000 by the end of 2017/18. However, the Electoral Register for 1st August 2017 puts the stock much higher than this, at 180,109.

The 30th November 2018 Register shows a net increase of 6,219 of properties from the 2nd August 2016 figure. This is not wildly different to the number of net completions recorded by the housing database over the same time (5,637). However, at council ward level, there are some marked variations: the greatest of these is for Alsager, which saw only 214 net completions over this two-and-a-half

¹⁷ Under the best-fitting approach, ONS groups smaller parishes together with others until they meet its requisite population size threshold. For example, Hurleston and Stoke are assigned to a single OA.

¹⁸ Table Q418EW (Dwellings), 2011 Census, ONS. ONS Crown Copyright 2019. ONS licensed under the Open Government Licence v. 3.0.

¹⁹ Table 4.1, Housing Monitoring Update, Cheshire East Council, November 2018. These figures relate to 12-month periods running from April to March.

²⁰ Table 100 (Dwelling stock: Number of Dwellings by Tenure and district: England; 2017), Live tables on dwelling stock, MHCLG: <https://www.gov.uk/government/statistical-data-sets/live-tables-on-dwelling-stock-including-vacants>

year spell according to the housing database, but for which the Electoral Register reports a net increase of 834 properties. There are a further 14 wards (out of 52) where the estimated 2016-18 net change in dwellings differs by more than 100: in half of these, the Register records slower growth than the housing database does; in the other half, the opposite is true. In one other case, Wilmslow Lacey Green, the Register indicates a net fall of 38 properties – in contrast to a small net increase (8) recorded on the housing database.

Given all this, it was decided that the most robust method of estimating the Borough's current stock of dwellings would be to take ONS' 2010 OA level estimates, aggregate these to council ward level and add on the housing database data on 2010-18 net completions.

4.3 Estimating the number of electors per property

Estimating the current number of electors per property

In converting future (2018-25) net property change into electorate change, communal establishments were treated separately from houses. This is because communal establishment residents are likely to be very different from the occupants of houses in terms of their age and status: hence their propensity to be on the electoral register may be very different too.

The residents of care homes tend to be elderly and it is likely that the home operators (rather than individual residents) would take ultimate responsibility for completing electoral registration forms, meaning that either all residents are registered, or none are. Hence the forecasting approach assumes a ratio of one elector per (occupied) care home bed. This is the same as the ratio used by Cheshire West & Chester for older people's specialist housing in its 2017 electoral review.

For students living in specialist housing (e.g. student halls), the ratio of electors to bed spaces is likely to be much lower. This is because responsibility for electoral registration lies with individual students (so not all will register) and some will be registered at their holiday time address, rather than their term time one. For the council ward electorate forecasts produced for its 2017 electoral review, Cheshire West & Chester assumed a rate of 0.27 electors per student bedroom: its methodology report noted that this was "the current rate of electors per bedroom in Chester University halls of residence calculated from statistics supplied by the Council's Elections Officer". However, the Cheshire East housing database shows no expected completions of student halls or other specialist student housing between 1st December 2018 and the end of 2025.²¹

For all other (i.e. non-communal) residential properties, the base year (2018) average number of electors per property was based on electorate data from the Electoral Register and the property estimates derived from the ONS 2010 dwelling stock data and the 2010-18 housing completions figures. More specifically, the approach - taken for each council ward in turn - was to take a weighted average of

²¹ The database records one recent completion – of a student accommodation building on the Reaseheath College campus – in April 2018, but no others either before or since that date. This is in Worleston Parish (polling district 3FB8).

the number of electors per residential property over the 2016-18 period.²² This was calculated by summing together the 2016, 2017 and 2018 elector numbers and dividing by the sum of the 2016, 2017 and 2018 property counts.²³

The resulting ratios for each ward were reviewed, to see whether they appeared implausibly low or high. These ratios for individual wards ranged from 1.235 in Crewe Central (the only ratio below 1.4) to 2.029 in Leighton (one of only two ratios above 1.9). For the Borough as a whole, the 2016-18 average was 1.703. Although the ratio for Crewe Central was substantially lower than anywhere else, the dwelling stock, demographics and socioeconomic composition – and hence the average number of electors per dwelling – of wards in the centre of major urban areas is often very different to that of other areas, so the Crewe Central figure seems credible. It is also notable that the next lowest ratio was in Macclesfield Central, the centre of the Borough's next largest town.

For those wards containing Further and Higher Education institutions, the ratios were stable over time and appeared plausible. As noted earlier, electoral registration rates are relatively low for student halls and probably for also students living in non-specialist housing, but offset against this is the often large number of students per student dwelling. Hence the average number of electors per student dwelling may not necessarily be that low. It should also be stressed that many students will live in a different ward to the one in which their college or university campus is located. Even so, we might reasonably expect low ratios for wards that include FE or HE campuses. The figures for such wards seem to bear this out: Macclesfield Central, which had the second lowest ratio (1.419), contains Macclesfield College; Crewe West (location of the Cheshire College – South & West campus) had a ratio of 1.596; for Crewe East (the site of Manchester Metropolitan University and its Booth Hall student hall), the ratio was 1.559.²⁴ Bunbury ward – home to Reaseheath College – was above the Cheshire East average, at 1.789, but this is a very rural part of the Borough with very different characteristics to wards in major urban centres like Crewe and Macclesfield.

Allowing for future change in the average number of electors per property

Cheshire West & Chester's ward level electorate forecasts factored in a future decline in average household size, which reflects an expected long-term reduction in household size at national level. This adjustment factor was calculated as the

²² The purpose of averaging over this three-year period was to reduce the risk of feeding unrepresentative data into the forecast calculation.

²³ In one case, polling district CON4 (Congleton East Part 6), the registers for 2016 to 2018 show no electors and no properties. This is supported by evidence from the housing database – which shows no dwellings completed or expected to be completed in this area during 2010-30 – and current Ordnance Survey mapping, which identifies no residential dwellings at all. (Although this area lies within one of the Borough's towns, it is small in area and the absence of residential properties seems credible.) Hence the forecast for this district is zero electors in both 2018 and 2025.

²⁴ Manchester Metropolitan University is due to close its Crewe campus in the summer 2019 (see <https://www2.mmu.ac.uk/news-and-events/news/story/5125/>). However, Cheshire East Council hopes to attract another HE institution to occupy the site (as reported at https://www.cheshireeast.gov.uk/council_and_democracy/council_information/media_hub/media_releases/taskforce-aims-to-attract-new-university-to-crewe.aspx). Given this, it seems reasonable to assume that Crewe East ward's ratio of electors to dwellings will not be significantly affected by the MMU relocation.

Borough-wide population aged 17+ (17 and above) per dwelling in the base year (2018), divided by the Borough's population aged 17 and above per dwelling in the final forecast year.²⁵ For this purpose, Cheshire West & Chester used forecasts from its Local Plan.

Taking the same approach, Cheshire East used the population and dwelling forecasts which informed its own Local Plan Strategy.²⁶ These put the population aged 17+ at 318,500 in 2018 and the number of dwellings (excluding care homes and similar specialist housing for older people²⁷) at 179,000, giving a ratio of 1.780; for 2025, the respective figures for 17+ population and dwellings are 336,200 and 191,100, giving a ratio of 1.759.

Hence the forecast is that, in 2025, the average number of electors per dwelling will be 1.759/1.780, or 0.989 of its 2018 level, i.e. it will fall by around 1.1%.

4.4 Producing residential property forecasts for 2018-25

The 2018-25 change in dwelling stock was estimated using housing database forecasts of future net completions on each development site. It should be stressed that these forecasts of residential property completions are based on the status of the site (for example, whether it has planning permission) and realistic build rates (the number of properties that can be built per annum). They are not constrained or uplifted to reflect planning policy aspirations or subjected to any other kind of policy adjustment.²⁸

For each council ward, 2018-25 net completions of care homes were calculated separately from other net completions, so that separate electors-to-properties ratios could be applied to each. (As noted earlier, the database shows no student accommodation planned for this period, so no separate calculation was required for that.)

For the purposes of these forecasts, each site (and all the properties within it, whether completed or not) was allocated to the administrative areas (the polling district, parish ward, parish and council ward) in which the site centroid (easting and northing) lay.²⁹ This differs from the approach taken by Cheshire West & Chester, which identified sites that cut across polling districts and apportioned these sites' properties between different districts on the basis of what planning applications and other online searchable evidence showed about the distribution of the site's development. However, bearing in mind the different circumstances it faced to Cheshire West & Chester – for example, the geographical complexity of its review, available data sets and constraints on in house expertise and resources – Cheshire

²⁵ As discussed earlier, limited data availability and reliability mean that it is not feasible to produce robust population forecasts for small areas: hence the Local Plan forecasts (in both Cheshire authorities) being at Borough level only.

²⁶ Population and housing forecasts produced by Opinion Research Services (ORS) for the Cheshire East Housing Development Study 2015, ORS, June 2015, Local Plan Examination Library Reference PS E033: <http://cheshireeast-consult.limehouse.co.uk/portal/planning/cs/library>

²⁷ Essentially these figures exclude C2 premises provision for older people (residential care homes, nursing homes and extra care housing).

²⁸ For an overview of how the housing forecasts were calculated, see Annex 1 of this report.

²⁹ The same approach was taken in mapping individual completed properties to administrative areas.

East took the view that apportioning sites between wards would involve too much time to justify and would make an already complicated piece of work even more difficult to navigate. The Council recognises that allocating whole sites to single polling districts will reduce the accuracy of the forecasts, particularly for smaller geographies, but there has to be a trade-off between accuracy on the one hand and factors like practicality and time constraints on the other.

4.5 Producing electorate forecasts

Hence, for each council ward, the electorate forecasts were calculated as follows:

Table 2: Calculation of electorate forecasts

Component	Calculation
2010 properties	Aggregation of ONS' 2010 Output Area (OA) property statistics to ward level
2016 properties	2010 properties + 2010-16 net completions
2017 properties	2010 properties + 2010-17 net completions
2018 properties	2010 properties + 2010-18 net completions
Baseline (2018) estimate of average number of electors per property	(2016 electors + 2017 electors + 2018 electors) divided by (2016 properties + 2017 properties + 2018 properties)
2025 electorate excluding future care home completions	(2018 properties + 2018-25 net dwelling completions) x 2018 electorate-to-properties ratio x adjustment factor (0.989) for future decline in household size*
2018-25 change in electorate living in care homes	2018-25 net care home completions x electorate-to-care home bed ratio (assumed to remain at 1 over the forecast period)
2018-25 change in electorate living in specialist student accommodation	N/A (as no completions expected over the forecast period)

* Based, as noted above, on Borough-wide Local Plan forecasts (17+ population per dwelling in 2025 divided by 17+ population per dwelling in 2018).

To take a worked example, for Macclesfield East council ward:

- the stock of properties was estimated at 2,081 for 2010;
- net completions were +113 for 2010-16, +5 for 2016-17 and +25 for 2017-18;
- the number of electors is given as 3,454 in 2016, 3,566 in 2017 and 3,597 in 2018;
- a net increase of 220 dwellings (excluding care homes) is expected during 2018-25;
- a net increase of 62 care home bed spaces is expected during 2018-25.

Hence the stock of properties is estimated at:

- 2,194 (2,081+113) for 2016;
- 2,199 (2,194 + 5) for 2017;
- 2,224 (2,199 + 25) for 2018.

Therefore the average number of electors per property for the baseline (2018) period is estimated as $(3,454 + 3,566 + 3,597)/(2,194 + 2,199 + 2,224) = 10,617/6,617 = 1.605$.

Hence the forecast number of electors in 2025 is:

$$\begin{aligned}
 &[(2018 \text{ properties} + 2018\text{-}25 \text{ net dwelling completions}) \\
 &\times 2018 \text{ electorate-to-properties ratio} \\
 &\times \text{adjustment factor (0.989) for future decline in household size}] \\
 &+ (2018\text{-}25 \text{ net care home completions} \times \text{electorate-to-care home bed ratio}) \\
 &= [(2,224 + 220) \times 1.605 \times 0.989] + (62 \times 1) \\
 &= [2,444 \times 1.605 \times 0.989] + 62 \\
 &= [2,444 \times 1.586] + 62 \\
 &= 3,877 + 62 \\
 &= 3,939 \text{ electors}
 \end{aligned}$$

For each council ward, the figures were then rounded off to the nearest whole number.

Hence the forecast is for Macclesfield East council ward's electorate to increase by from 3,597 to 3,939 over the 2018-25 period: an increase of 342, or 9.5% (an average of 1.3% per annum). This largely reflects the expected increase in its number of residential properties (a net increase of 282 including its care home bed spaces, which equates to a rise of 12.7% over the forecast period), but also the expected slight decline in average household size across the whole Borough.

In terms of percentage changes, the council ward forecasts range from a 66.8% increase in the electorate in Brereton Rural (more than double the rate of electorate growth in any other council ward) to a fall of 3.1% in Crewe St Barnabas. Again, this largely reflects expected changes in 2018-25 completions: the number of properties is forecast to rise by 67.8% in Brereton Rural (more than double the rate of housing growth in any other council ward), but by only 0.3% in Crewe St Barnabas (the lowest of any council ward). There are only five wards in which the number of electors is predicted to decline during 2018-25, and in only two of these five (Crewe West and Crewe St Barnabas) does this fall exceed 1.1%.

The resulting (rounded) forecasts for all council wards were summed, to give a Borough-wide total.³⁰ For Cheshire East as a whole, the resulting electorate forecast

³⁰ It is appreciated that summing rounded-off estimates can affect the overall total, particularly so

for 2025 is 328,303, up from the 301,986 recorded in the (30th November) 2018 register. This increase of 26,317 equates to 8.7% growth over the whole forecast period, or average growth of 1.2% per annum.³¹

Forecasts were then produced for each polling district, using each individual district's 2018 electorate and its 2018-25 completions figures, but applying the ward-level electors-to-properties ratios to work out the number of additional electors that the new properties were likely to host. The resulting polling district forecasts were then constrained (adjusted) so that they summed to the total electorate forecasts for their respective council wards.

Taking a worked example, for polling district 4CG1 (part of Macclesfield East council ward):

- this polling district had 954 electors in 2018;
- 247 net completions are forecast for 2018-25, of which 62 are extra care (and hence the other 185 are not);
- the 2025 electorate-to-properties ratio for this polling district's ward, Macclesfield East, was estimated at 1.586, as set out above.

Hence the (unconstrained) forecast number of electors in this polling district in 2025 is:

(2018 electors x adjustment factor (0.989) for future decline in household size)

+ (2018-25 net dwelling completions x 2025 electorate-to-properties ratio)

+ (2018-25 net care home completions x electorate-to-care home bed ratio)

= (954 x 0.989) + (185 x 1.586) + (62 x 1)

= 1,299

For the other two polling districts in Macclesfield East, 4CF1 and 4CH1, the unconstrained forecasts for the 2025 electorate were 1,165 and 1,504. Hence the unconstrained forecasts for the Macclesfield East council ward's polling districts sum to 3,967 (1,299 + 1,165 + 1,504). However, as noted earlier, the initial, ward-level forecasts put Macclesfield East at 3,939. Hence the polling district forecast of 1,299 was multiplied by a factor of 3,939/3,967, bringing it down to 1,289 – and the figures for the other two Macclesfield East polling districts were similarly adjusted, so that all three summed to 3,939.

when the figures for large number of sub-categories (52 council wards) are involved. In this case, the effect of summing rounded (rather than unrounded) estimates is to increase to Borough-wide total by 4 electors, from 328,299 to 328,303, but a different methodology or different input data could theoretically alter the total by up to 26 (0.5 x 52).

³¹ A variant approach was tested, under which the forecasts were produced firstly at Borough level, but using the same data and formulae. This generated a very similar figure for the 2025 electorate of 327,599: this is only 0.2% less than the 328,303 figure obtained from the "wards first" approach and implying a very similar amount of growth (25,613, or 8.5%). This provides some reassurance that the chosen approach of producing the council ward forecasts first has not skewed the results.

At polling district level, the greatest percentage rise is 562.5% (an increase of more than sixfold) in the electorate for 3FA7 (Henhull, where 2018-25 completions are expected to increase the number of properties by over 400%). At the other end of the spectrum, there is a predicted fall of 4.3% in polling district 1AE1 (Crewe Central – Part 2).

The forecasts for all polling districts were then aggregated into parish wards and parishes, to produce forecasts for these other geographical tiers.

At parish level, the predicted 2018-25 change in the electorate varies from an increase of 562.5% (Henhull again) to a decrease of 1.6% (Lyme Handley). For parish wards, the degree of change varies from a 562.5% rise (Henhull again) to a 3.1% fall (St Barnabas ward on Crewe Town Council).

The fact that the electorate is predicted to fall in some (albeit only a few) geographical areas requires some explanation. As noted earlier, the forecasting approach assumes that the number of electors per property will decline by 1.1% during 2018-25. On that basis, it is reasonable to expect the electorate to decline by up to 1.1% in those areas where there are no anticipated 2018-25 property completions or too few completions to offset the projected fall in electors per property. In addition, the approach taken on data rounding explains why some predicted falls are slightly more than 1.1%. However, in some areas, the percentage decline is significantly more, with the greatest being the 4.3% fall in polling district 1AE1, as noted above.

This is a consequence of two elements of the forecasting approach:

- Firstly, basing the 2018 electors per property ratio on a 2016-18 weighted average, rather than 2018 data alone. Whilst taking a 3-year average increases the robustness of the forecasts collectively, it may have an adverse effect on the accuracy of the results for those individual areas where the 2018 figures are a much better indicator of the current ratio than those for 2016 and 2017.
- Secondly, deriving estimates of the stock of properties from ONS and housing database data, rather than from the Electoral Register, as different data sets have different degrees of accuracy and coverage. (This is shown, for example, by the comparison in section 4.2 between the Electoral Register property statistics and property figures from other sources.)

The underlying data for the Crewe St Barnabas council ward (where a 3.1% fall is predicted) provide a demonstration of this. According to the ONS dwelling stock data, this ward had 2,412 properties in 2010 and the housing database figures show it had 17 completions during 2010-16, a further 7 during 2016-17 and a further 4 during 2017-18. Based on these data sources, the number of properties in the ward was 2,429 in 2016, 2,436 in 2017 and 2,440 in 2018. For these 3 years, the Electoral Register puts the number of electors in this ward at 3,550, 3,678 and 3,755

respectively. Hence, under the adopted forecasting methodology, the average number of electors per property in the base year (2018) is $(3,550 + 3,678 + 3,755)/(2,429 + 2,436 + 2,440)$, or 1.503. However, the Electoral Register puts the number of properties in this ward at lower levels than the ONS and housing database figures do: for 2016, 2017 and 2018, the Register's property stock figures for Crewe St Barnabas are 2,401, 2,403 and 2,406. Hence, if it were calculated from 2016-18 Electoral Register data alone, the average number of electors per property in the base year would be $(3,550 + 3,678 + 3,755)/(2,401 + 2,403 + 2,406)$, or 1.523. Furthermore, if the average number of electors per property in the base year were derived solely from 2018 Electoral Register data, it would be $3,755/2,406$, or 1.561. Hence for Crewe St Barnabas, the effect of following the adopted approach rather than the latter approach is to reduce the expected 2025 electorate by $(1.561 - 1.503)/1.561$, or 3.7%.³² Therefore any predicted falls of more than around 1.1% are due to these side effects of the adopted methodology and should be regarded with some caution: in other words, these larger percentage falls err on the pessimistic side. However, alternative methodologies are likely to yield other anomalies – and perhaps even more widespread and larger (less credible) variations from the kind of changes in the electorate that we might reasonably expect. For example, basing the forecasts solely on 2018 Electoral Register elector data is a greater risk if the 2018 Register statistics for some small areas are unrepresentative of recent elector numbers.

5. Differences from ONS' published electorate statistics

According to electorate statistics published by ONS, the number of people eligible to vote in local government elections in Cheshire East was 302,040 as of 1st December 2018.³³ This differs slightly (by 54 electors) from the base year (2018) figure provided by Cheshire East Electoral Services for the purposes of the CGR forecasting work (301,986). In the absence of any technical notes which confirm exactly which groups of electors the ONS figures include or exclude, it seems reasonable to conclude that the difference between the two figures is due to ONS including what the Council classifies as non-overseas 'Other' voters. This is because the Council's 30th November 2018 Electoral Register figures for the total electorate (including those who cannot vote in local elections) show there were 905 'Other' electors, of whom 851 were overseas³⁴ and 54 non-overseas. It is appropriate that the CGR forecasts exclude overseas electors, as they are not eligible to vote in local government elections, but they should ideally include the 54 non-overseas 'Other' voters.

³² Partly offset against this is the fact that a few (7) completions are expected in this ward during 2018-25, but this equates to an increase of only 0.3% in the stock of properties. (Whether the 2018 stock of properties is taken to be 2,440, as under the adopted methodology, or 2,406, as indicated by the 2018 Electoral Register, a net increase of 7 properties equates to growth of 0.3%.)

³³ Electoral Statistics for the UK, ONS, March 2019. ONS licensed under the Open Government Licence:

<https://www.ons.gov.uk/peoplepopulationandcommunity/elections/electoralregistration/datasets/electoralstatisticsforuk>

³⁴ People who are on Cheshire East's Electoral Register, but who live overseas.

However, figures for this particular subgroup were available only for 2018 and not for the 2016 and 2017 electoral data that also fed into the forecast model. Furthermore, the inclusion of the non-overseas 'Other' group would increase the CGR base year electorate by only 0.02% (54 divided by 301,986) and would therefore make minimal difference to the 2018-25 forecasts at Borough level. For smaller administrative areas, the impact in some cases would be greater (because the non-overseas 'Other' voters are not evenly distributed across the Borough), but still very small. More specifically, if the non-overseas 'Other' group are added to the base year figures, the 2018 electorate increases by 3 electors in 3 polling districts, by 2 electors in 12 polling districts, by a single elector in 21 polling districts and the other 307 districts are unaffected. The greatest percentage change would be in polling district 1DG1 (an increase from 340 electors to 343, or a rise of 0.9%), followed by 3EB1 (up 0.6%) and 4GC1 (up 0.5%), as Table 3 shows.

Table 3: Impact of excluding non-overseas 'other' electors as of 2018, by polling district (in descending order of percentage change)

Polling District code	Parish Ward name	Parish	Council Ward name	Other' non-overseas electors, 2018	Impact on (increase in) 2018 base year electorate if 'other' non-overseas electors had been included
1DG1	East Ward	Crewe	Crewe East	3	0.9%
3EB1	Alpraham	Alpraham	Bunbury	2	0.6%
4GC1	Eaton	Eaton	Gawsworth	2	0.5%
4CBR	South Ward	Macclesfield	Macclesfield South	2	0.4%
3EE1	Burland	Burland	Wrenbury	2	0.4%
LAW2	Church Lawton	Church Lawton	Odd Rode	3	0.4%
8EA1	Lacey Green Ward	Wilmslow	Handforth	2	0.4%
1GG2	Hough	Hough	Wybunbury	2	0.3%
3EW6	Newhall	Newhall	Audlem	2	0.3%
4CF1	East Ward	Macclesfield	Macclesfield East	3	0.3%
1FJ1	Woolstanwood	Woolstanwood	Wistaston	1	0.2%
8FA1	East Ward	Wilmslow	Wilmslow East	2	0.2%
1CC2	North Ward	Crewe	Crewe North	2	0.2%
4CE1	Central Ward	Macclesfield	Macclesfield Central	1	0.2%
1FG2	Wistaston Green Ward	Wistaston	Wistaston	1	0.1%
MIAF	Cledford Ward	Middlewich	Middlewich	2	0.1%
4FB1	Disley	Disley	Disley	2	0.1%
4GK1	Lane Ends Ward	Sutton	Sutton	1	0.1%
3ET1	Wrenbury cum Frith	Wrenbury cum Frith	Wrenbury	1	0.1%
MIAC	Cledford Ward	Middlewich	Middlewich	2	0.1%

COS1	East Ward	Congleton	Congleton East	1	0.1%
COW4	West Ward	Congleton	Congleton West	1	0.1%
4AD2	Broken Cross and Upton Ward	Macclesfield	Broken Cross and Upton	1	0.1%
3CMR	Mobberley	Mobberley	Mobberley	1	0.1%
8FC1	West Ward	Wilmslow	Wilmslow West and Chorley	1	0.1%
8FBR	West Ward	Wilmslow	Wilmslow West and Chorley	1	0.1%
4CH1	East Ward	Macclesfield	Macclesfield East	1	0.1%
3DG1	Alderley Edge	Alderley Edge	Alderley Edge	1	0.1%
CON2	East Ward	Congleton	Congleton East	1	0.1%
8FG1	West Ward	Wilmslow	Wilmslow West and Chorley	1	0.1%
1NA4	South Ward	Nantwich	Nantwich South and Stapeley	1	0.1%
4FB2	Disley	Disley	Disley	1	0.1%
SAW4	Ettiley Heath and Wheelock Ward	Sandbach	Sandbach Ettiley Heath and Wheelock	1	0.1%
1FE1	Rope	Rope	Willaston and Rope	1	0.1%
ALEC	East Ward	Alsager	Alsager	1	0.1%
1GMR	Village Ward	Shavington cum Gresty	Shavington	1	0.0%
All other polling districts				0	0.0%

Given the marginal impact of excluding the non-overseas 'Other' electors from the forecasts and the fact that data on this small subgroup is available only for 2018, it was considered inappropriate to produce new forecasts that include these people.

6. Constraining the forecasts to ONS population projections

As noted earlier, the Council's chosen method of forecasting the residential property stock and applying electors-per-property ratios is one which the LGBCE supported in Cheshire West & Chester. However, the LGBCE guidance on electorate forecasting³⁵ states that:

"It is recommended that any authority approaching [electorate] forecasting should 'constrain' the total population which they reach to either the ONS [population] projections or projections developed from some other tested methodology for authority-wide testing."

It adds that bespoke or branded forecasting models may include assumptions about the impact of policy on population change and that:

"Because the tendency has been for local authorities to over-estimate population and electorate growth, the Commission's guidance recommends the use of ONS projections."

For the reasons set out in Section 4.1 of this report, the Council did not consider it appropriate to start by producing population forecasts and converting those into electorate forecasts. However, under the Council's method, it is possible to generate an alternative scenario that constrains the electorate forecasts so that they are consistent with ONS' latest (2016-based) subnational population projections (SNPPs).³⁶ This additional modelling should provide further reassurance to the LGBCE that the Council is following its guidance as closely as it reasonably can.

The 2016-based SNPPs project that Cheshire East's population will reach 379,331 by mid-2018. With the 2018 electorate totalling 301,986, this implies a ratio of 0.796 (301,986/379,331) electors per head of population.

According to these SNPPs, the proportion of the population aged 17 and above - that is, people who are of voting age or who will reach it in the following 12 months - will increase marginally, from 81.1% in 2018 to 81.3% by 2025. Hence it is reasonable to assume that the average number of electors per head of population will increase proportionally, to reach 0.798 ($0.796 \times 0.813/0.811$) by 2025. The SNPPs project that the Borough's population will be 387,676 by 2025, so that implies 309,216 electors³⁷ ($387,676 \times 0.798$) by the end of the electorate forecasting period – an increase of 8,230 on the 2018 figure.

³⁵ 'Electorate Forecasts – A Guide for Practitioners', LGBCE, October 2011.

³⁶ 2016-based subnational population projections for England and local authority districts, Office for National Statistics, May 2018. Published at

<https://www.ons.gov.uk/releases/subnationalpopulationprojectionsforengland2016basedprojections>

³⁷ A slightly quicker calculation that yields the same result is to divide the 2018 electorate (301,986) by the number of residents aged 17 and above in 2018 (307,716, according to the 2016-based SNPPs) and multiply the resulting ratio (0.981379) by the SNPPs' projected number of residents aged 17 and above in 2025 (315,083), giving 309,216.

Hence the effect of constraining the electorate forecasts to the 2016-based SNPPs is to reduce the amount of growth from 26,317 (+8.7% over 7 years, or an average of 1.2% per annum) to just 8,230 (+2.4% over 7 years, or an average of 0.3% per annum). This raises questions about whether the Council's chosen approach has produced forecasts that significantly overestimate future electorate growth.

However, there are grounds for believing that the 2016-based SNPPs are likely to underestimate Cheshire East's population growth and hence that electorate forecasts constrained to these SNPPs are likely to underestimate the level of growth in Cheshire East's electorate.

To elaborate, the 2016-based SNPPs' projected population growth for 2018-25 (from 379,331 in 2018 to 387,676 by 2025) equates to an annual average growth rate of 0.31%. It is reasonable to question whether such a low growth rate will actually occur, given that:

- (a) This would be the lowest average for any 7-year period since 1998-2005 (see Table 4 below).
- (b) The SNPPs' projected growth for 2016-18 was considerably less than that indicated by ONS' mid-year estimates, so the (very) early signs are that the SNPP projections over the longer term (post-2018) may be an underestimate. In particular, the SNPPs' projection was that the population would increase from 377,300 (mid-2016 estimate) to 379,300 by 2018, which equates to an increase of 0.54%, or an average of 0.27% per annum. However, the actual mid-2018 population estimate of 380,800 (published by ONS in June 2019) implies a much higher growth rate, of 0.92%, or an average of 0.46% per annum.³⁸
- (c) Housing completions in Cheshire East have increased markedly in recent years and this will have a knock-on effect on population growth which the mid-year estimates do not and cannot yet fully reflect. For example, net completions increased from 713 in the 2013/14 financial year to 1,236 in 2014/15, 1,473 in 2015/16, 1,762 in 2016/17 and 2,321 in 2017/18.³⁹ In addition, if the Local Plan housing target – an average of 1,800 net completions per annum – is to be achieved over the whole Plan period (2010-30), net completions for 2018-30 will have to average around 2,200 per annum, i.e. a similar level to 2017/18.

The SNPP constraint effectively reduces the 2025 electorate forecast by 5.8% (as the 2025 Borough-wide constrained forecast of 309,216 is 5.8% lower than the unconstrained forecast of 328,303). When applied to individual council wards, this 5.8% reduction produces some rather implausible changes in the electorate over the 2018-25 period.

Table 4: Cheshire East population, 1991-2018

Date	Population (000s)	% change on previous	Average annual % change...		
			...over previous 15 years	...over previous 10 years	...over previous 7 years

		year			
1991	340.5				
1992	342.3	0.50%			
1993	344.1	0.54%			
1994	346.2	0.59%			
1995	348.7	0.74%			
1996	349.9	0.35%			
1997	351.0	0.31%			
1998	352.1	0.31%			0.48%
1999	350.9	-0.32%			0.36%
2000	351.2	0.09%			0.29%
2001	352.1	0.25%		0.33%	0.24%
2002	353.3	0.35%		0.32%	0.19%
2003	355.5	0.62%		0.33%	0.23%
2004	357.4	0.51%		0.32%	0.26%
2005	359.8	0.69%		0.31%	0.31%
2006	362.0	0.62%	0.41%	0.34%	0.45%
2007	365.0	0.82%	0.43%	0.39%	0.55%
2008	367.2	0.59%	0.43%	0.42%	0.60%
2009	368.0	0.24%	0.41%	0.48%	0.58%
2010	369.1	0.28%	0.38%	0.50%	0.53%
2011	370.7	0.46%	0.39%	0.52%	0.53%
2012	372.4	0.44%	0.40%	0.53%	0.49%
2013	373.0	0.17%	0.39%	0.48%	0.43%
2014	374.6	0.43%	0.44%	0.47%	0.37%
2015	375.7	0.30%	0.45%	0.43%	0.33%
2016	377.3	0.42%	0.46%	0.41%	0.36%
2017	378.8	0.41%	0.47%	0.37%	0.37%
2018	380.8	0.51%	0.46%	0.37%	0.38%

Source: Office for National Statistics mid-year population estimates for 2018 (June 2019 release).
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For example, Crewe South ward had an electorate of 7,796 in 2018 and 309 housing completions are expected in this ward over the 2018-25 period. Even if those new homes were to have only one elector each, this extra housing would increase the ward's total electorate by around 4%⁴⁰ - but in reality the number of electors per property is likely to be much greater.⁴¹ The assumed reduction in the average number of electors per property (a fall of 1.1% over the forecast period, as explained

³⁸ Nevertheless, it has to be stressed that this comparison is based on only two years' data and 2016-18 population change might prove unrepresentative of future trends.

³⁹ Table 4.1, Housing Monitoring Update, Cheshire East Council, November 2018:

https://www.cheshireeast.gov.uk/planning/spatial_planning/research_and_evidence/strategic_housing_land_assmnt/housing-monitoring-update.aspx

⁴⁰ At any given time, some homes will be vacant (i.e. have no regular occupants). However, at the time of the 2011 Census, only 4.1% of Cheshire East's household spaces (the accommodation available for one household) had no usual residents, though this proportion ranged from 1.2% in Leighton council ward to 7.9% in Prestbury (source: Table KS401EW, 2011 Census, ONS. ONS Crown Copyright 2019. ONS licensed under the Open Government Licence v. 3.0).

⁴¹ For 2016-18 (i.e. for properties already built), the average number electors per property for Crewe South was 1.479.

in Section 4.3) would therefore only slightly offset the positive contribution that the additional completions make to Crewe South's electorate growth over the 2018-25 period. However, the effect of the SNPP constraint is to reduce the ward's predicted 2025 electorate from 8,068 (an increase of 3.5% on the 2018 electorate) to 7,796 x 309,216/328,303, i.e. to 7,599 (a decrease of 2.5% on 2018).

In fact, the impact of the SNPP constraint on 2018-25 electorate change is a predicted fall of 1.5% or more in nearly half of Cheshire East's wards (25 out of 52), even though the effect of the assumed reduction in the number of electors per property is a decrease of only 1.1% and every single ward has new completions due during 2018-25 that will at least partially offset this. In 9 of these wards, the constraint produces a decrease of 5% or more (with the sharpest fall being 8.7% in Crewe St Barnabas). In contrast, under the unconstrained forecasts, a decrease of more than 1.1% is predicted in only 2 of the 52 council wards (3.1% in Crewe St Barnabas and 2.5% in Crewe West), as Section 4.5 has noted.

It is also worth noting that the SNPP-constrained forecast – that Cheshire East's electorate will grow by an average of just 0.3% per annum during 2018-25 – contrasts sharply with the actual growth recorded on the Electoral Register in recent years. Between August 2016 and 30th November 2018, the electorate increased by 4.3% from 289,671 to 301,986: this equates to an average of 1.9% per annum.⁴² Therefore the Council's chosen methodology, with its forecast that the electorate will grow by an average of 1.2% per annum, lies almost halfway between the recent (2016-18) growth rate and the SNPP-constrained forecast. It would not be prudent to assume that a 1.9% growth rate is sustained over 7 years, given that it is based on a short (2-year) spell which saw housing completion rates rising substantially. However, at the other end of the spectrum, the SNPP-constrained forecast appears very conservative when compared to the evidence on recent electorate and population growth, the latest mid-year population estimates and housing completions. Policy aspirations need to be factored in too, though with some allowance made for the fact that aspirations are not always achieved in the desired time (and that policy can change).

Taking all these issues and pieces of evidence together, the Council's view is that its chosen approach, whilst perhaps erring on the optimistic (high growth) side, produces forecasts for future change in the electorate that are reasonable and that are more credible than SNPP-constrained forecasts.

It should also be noted that the SNPPs discussed above are ONS' principal projections. However, in April 2019, ONS published variant population projections for England and its constituent regions and local authorities.⁴³ These variant projections are based on different assumptions and data to the principal projections.

⁴² This calculation treats the period from August 2016 to December 2018 as 2.25 years, not 2 years exactly.

⁴³ 2016-based variant subnational population projections for England, Office for National Statistics, April 2019. Published at <https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationprojections/bulletins/variantsubnationalpopulationprojectionsforengland/2016based>

There are three sets of variant projections: one based on 10 years of migration data (in contrast to the principal projections, which are based on only 5 years); one which assumes a higher level of net international migration (i.e. a higher net inflow of migrants from abroad) than the principal projections do; and one which assumes a lower level of net international migration. But, as with the principal projections, none of these variants take account of expected future house-building or other local policies and projects.

The LGBCE's 'Electorate Forecasts - a Guide for Practitioners', which was published back in 2011, refers to the SNPPs only as "projections" and does not specify whether its recommendations relate only to principal projections, or to variant projections as well. It is reasonable to assume that the LGBCE guidance relates only to principal projections, as electorate forecasts cannot be simultaneously constrained to multiple (principal and variant) sets of projections. Nevertheless, it seems prudent to assess the impact of constraining the electorate forecasts to the 2016-based variant SNPPs.

However, over the CGR forecast period, the three SNPP variants differ relatively little from the principal SNPPs in terms of the change they project in the population aged 17 and above (that is, people who are of voting age, or about to attain that age). The variant projections for 2018 all fall within the range of 307,400 to 308,600 and their projections for 2025 range from 313,000 to 317,500. Hence their projected 2025 population is, in each case, within 2,500 of the principal SNPPs' figure (315,100), as shown in Table 5 below.

Table 5: Electorate forecasts under the principal and variant SNPPs (in 000s)

Projection	Population aged 17 and above		Electors per resident aged 17 and above	Electors		
	2018	2025		2018 (as of 30/11/18)	2025*	total % change, 2018-25
Principal projection (based on 5 years of historical migration data)	307.7	315.1	0.981	302.0	309.2	2.4%
10 year migration variant projection (based on 10 years of historical migration data)	308.6	317.5	0.979	302.0	310.7	2.9%
High international migration variant projection	308.0	317.2	0.980	302.0	310.9	3.0%
Low international migration variant projection	307.4	313.0	0.982	302.0	307.5	1.8%

Notes: [1] 2025 elector figures assume no change over the forecast period in the number of electors per resident aged 17 and above. [2] Figures shown above are rounded off, but were all calculated from unrounded data.

Consequently, the effect of constraining the electorate forecasts to any of the variant SNPPs is not substantially different to that of constraining them to the principal SNPPs. Even if constrained to the most optimistic of these variant population projections (the high migration variant), the number of electors would be around 310,900 by 2025 – an increase of only 3.0% on 2018 (see Table 5 again). This is not much higher than the 309,200 electorate figure (2.4% growth) that results from constraining the electorate forecasts to the principal population projections – and 310,900 is still far below the 328,300 electorate (8.7% growth) that results from the Council's chosen forecasting approach. Constraining the electorate forecasts to the high migration variant SNPPs would effectively mean a reduction of around 5.3% in the 2025 electorate forecasts for each council ward, parish, parish ward and polling district⁴⁴ – and hence a much greater proportion of implausible forecasts. In the case of Crewe South council ward (where the chosen forecasting approach generates a 3.5% increase in the electorate during 2018-25), the effect of constraining to the high migration variant would be to reduce its predicted 2025 electorate to 2.0% below its 2018 level. For a further 18 of the 52 council wards, there would be a predicted decrease that is larger still (reaching 5% or more in 7 of these wards).

In short, the variant SNPPs (like the principal SNPPs) do not reflect expected future house-building and applying them as a constraint results in very improbable electorate forecasts for many wards and smaller areas.

⁴⁴ This is because 310,900 is 5.3% lower than the unconstrained forecast of 328,300.

Annex 1: Housing development forecast tool

The table below shows the approach taken by the Council's Strategic Planning Team to forecast future levels of housing development (and it is on these housing forecasts that the electorate forecasts are based). For example, for a site with 120 dwellings that has outline planning permission, the 2019-based forecast would be 37 completions in 2021, 37 in 2022, 37 in 2023 and the remaining 9 in 2024.

			Site Size / Number of Dwellings				
			Less than 10 homes	11-50 homes	51-100 homes	101-500 homes	500+ homes
Site status	Under construction	Lead in time to first completion	All delivered within five years	All delivered within five years		Start at Year 1	
		Build Rate p/a				37	
	Full Planning Permission / Reserved Matters	Lead in time to first completion				Start at Year 2	
		Build Rate p/a				37	
	Outline Planning Permission	Lead in time to first completion	All delivered within five years	Start at Year 3			
		Build Rate p/a		15	25	37	
	Sites with Resolution to Grant Planning Permission (awaiting Section 106)	Lead in time to first completion		Start at Year 4			
		Build Rate p/a		15	25	37	
	Allocated sites	Lead in time to first completion	Start at Year 5				
		Build Rate p/a	N/A	15	25	37	

Note: Build rates may be increased if more than one developer is known to be on site.

Annex 2: Electorate forecast tables

Notes:

- (i) The percentage changes in these tables are calculated from elector figures that are rounded to the nearest whole number.
- (ii) In the case of parish councils, parish meetings, parish wards and polling districts (Table A2.2 onwards), the rounded numbers of electors for 2025 and for 2018-25 change do not necessarily sum to the subtotals or totals for the larger geographical areas in which they are located.
- (iii) The Parish ward ID (Table A2.4) numbers shown below were created to help distinguish between parish wards for the purposes of the electorate forecasting work and are not an official classification.

Table A2.1: Council ward and Borough-wide forecasts

Council Ward code	Council Ward name	Electors, 2018	Electors, 2025	Absolute change, 2018-25	% change, 2018-25
E05008610	Alderley Edge	3,708	3,846	138	3.7%
E05008611	Alsager	9,819	11,194	1,375	14.0%
E05008612	Audlem	3,980	4,493	513	12.9%
E05008613	Bollington	6,939	6,996	57	0.8%
E05008614	Brereton Rural	4,665	7,779	3,114	66.8%
E05008615	Broken Cross and Upton	6,838	7,043	205	3.0%
E05008616	Bunbury	3,776	4,736	960	25.4%
E05008617	Chelford	3,455	4,472	1,017	29.4%
E05008618	Congleton East	10,917	11,292	375	3.4%
E05008619	Congleton West	10,846	12,723	1,877	17.3%
E05008620	Crewe Central	4,301	4,488	187	4.3%
E05008621	Crewe East	10,961	12,432	1,471	13.4%
E05008622	Crewe North	3,613	3,583	-30	-0.8%
E05008624	Crewe South	7,796	8,068	272	3.5%
E05008623	Crewe St Barnabas	3,755	3,638	-117	-3.1%
E05008625	Crewe West	7,763	7,571	-192	-2.5%
E05008626	Dane Valley	8,109	8,603	494	6.1%
E05008627	Disley	3,998	4,000	2	0.1%
E05008628	Gawsworth	3,333	3,814	481	14.4%
E05008629	Handforth	7,412	7,700	288	3.9%
E05008630	Haslington	6,984	9,212	2,228	31.9%
E05008631	High Legh	3,632	3,804	172	4.7%
E05008632	Knutsford	10,537	10,815	278	2.6%
E05008633	Leighton	4,355	5,194	839	19.3%
E05008634	Macclesfield Central	7,156	7,523	367	5.1%
E05008635	Macclesfield East	3,597	3,939	342	9.5%
E05008636	Macclesfield Hurdsfield	3,495	3,489	-6	-0.2%
E05008637	Macclesfield South	6,477	7,164	687	10.6%
E05008638	Macclesfield Tytherington	7,393	7,720	327	4.4%
E05008639	Macclesfield West and Ivy	6,364	6,709	345	5.4%
E05008640	Middlewich	11,347	11,725	378	3.3%
E05008641	Mobberley	3,570	3,618	48	1.3%
E05008642	Nantwich North and West	7,105	7,030	-75	-1.1%
E05008643	Nantwich South and Stapeley	7,282	7,297	15	0.2%
E05008644	Odd Rode	6,940	7,086	146	2.1%

E05008645	Poynton East and Pott Shrigley	6,333	6,560	227	3.6%
E05008646	Poynton West and Adlington	6,921	7,241	320	4.6%
E05008647	Prestbury	3,623	3,640	17	0.5%
E05008648	Sandbach Elworth	4,409	5,291	882	20.0%
E05008649	Sandbach Ettiley Heath and	4,337	4,377	40	0.9%
E05008650	Sandbach Heath and East	3,623	4,552	929	25.6%
E05008651	Sandbach Town	4,231	4,287	56	1.3%
E05008652	Shavington	3,788	4,972	1,184	31.3%
E05008653	Sutton	3,589	4,163	574	16.0%
E05008654	Willaston and Rope	3,990	4,532	542	13.6%
E05008655	Wilmslow Dean Row	3,766	4,081	315	8.4%
E05008656	Wilmslow East	3,242	3,532	290	8.9%
E05008657	Wilmslow Lacey Green	3,597	4,225	628	17.5%
E05008658	Wilmslow West and Chorley	7,993	8,122	129	1.6%
E05008659	Wistaston	7,612	8,427	815	10.7%
E05008660	Wrenbury	4,328	4,734	406	9.4%
E05008661	Wybunbury	4,386	4,771	385	8.8%
CHESHIRE EAST TOTAL/ AVERAGE		301,986	328,303	26,317	8.7%

Table A2.2: Parish forecasts (excluding parish meetings)

Parish Code (as of 2018)	Parish	Electors, 2018	Electors, 2025	Absolute change, 2018-25	% change, 2018-25
E04010889	Acton	254	277	23	9.1%
E04010890	Adlington	913	983	70	7.7%
E04010892	Alderley Edge	3,708	3,846	138	3.7%
E04010893	Alraham	354	477	123	34.7%
E04010894	Alsager	9,819	11,194	1,375	14.0%
E04010895	Arclid	239	369	130	54.4%
E04010896	Ashley	250	254	4	1.6%
E04010897	Aston by Budworth	266	289	23	8.6%
E04010898	Aston juxta Mondrum	155	162	7	4.5%
E04010899	Audlem	1,580	1,834	254	16.1%
E04010900	Austerson	100	104	4	4.0%
E04010901	Baddiley	214	219	5	2.3%
E04010902	Baddington	102	119	17	16.7%
E04010903	Barthomley	169	189	20	11.8%
E04010904	Basford	199	200	1	0.5%
E04010905	Batherton	37	44	7	18.9%
E04010906	Betchton	552	576	24	4.3%
E04010908	Bickerton	186	186	0	0.0%
E04010909	Blakenhall	119	120	1	0.8%
E04010910	Bollington	6,336	6,391	55	0.9%
E04010911	Bosley	382	387	5	1.3%
E04010912	Bradwall	154	162	8	5.2%
E04010913	Brereton	1,052	1,430	378	35.9%
E04010914	Bridgemere	119	120	1	0.8%
E04010915	Brindley	132	132	0	0.0%
E04010916	Broomhall	161	178	17	10.6%

E04010917	Buerton	449	466	17	3.8%
E04010918	Bulkeley	214	239	25	11.7%
E04010919	Bunbury	1,096	1,230	134	12.2%
E04010920	Burland	494	501	7	1.4%
E04010921	Calveley	220	243	23	10.5%
E04010922	Checkley cum Wrinehill	77	76	-1	-1.3%
E04010923	Chelford	1,054	1,364	310	29.4%
E04010924	Cholmondeley	134	140	6	4.5%
E04010925	Cholmondeston	152	164	12	7.9%
E04010926	Chorley (Wilmslow West and Chorley Ward)	386	394	8	2.1%
E04010927	Chorley (Wrenbury Ward)	90	89	-1	-1.1%
E04010928	Chorlton	685	677	-8	-1.2%
E04010929	Church Lawton	1,828	1,872	44	2.4%
E04010930	Church Minshull	368	396	28	7.6%
E04010931	Congleton	21,763	24,015	2,252	10.3%
E04010932	Coole Pilate	57	61	4	7.0%
E04010933	Cranage	1,024	1,042	18	1.8%
E04012281	Crewe	37,636	39,239	1,603	4.3%
E04010934	Crewe Green	182	183	1	0.5%
E04010935	Disley	3,998	4,000	2	0.1%
E04010936	Dodcott cum Wilkesley	376	395	19	5.1%
E04010937	Doddington	19	19	0	0.0%
E04010938	Eaton	393	607	214	54.5%
E04010939	Edleston	478	687	209	43.7%
E04010940	Egerton	58	61	3	5.2%
E04010941	Faddiley	137	146	9	6.6%
E04010942	Gawsworth	1,417	1,712	295	20.8%
E04010943	Goostrey	1,866	1,862	-4	-0.2%
E04010944	Great Warford	633	642	9	1.4%
E04012171	Handforth	5,162	5,485	323	6.3%
E04010945	Hankelow	258	292	34	13.2%
E04010946	Haslington	5,634	6,922	1,288	22.9%
E04010947	Hassall	231	231	0	0.0%
E04010948	Hatherton	290	300	10	3.4%
E04010950	Henbury	499	758	259	51.9%
E04010951	Henhull	88	583	495	562.5%
E04010952	High Legh	1,403	1,408	5	0.4%
E04010953	Higher Hurdfield	603	605	2	0.3%
E04010954	Holmes Chapel	5,037	5,496	459	9.1%
E04010955	Hough	654	673	19	2.9%
E04010956 (Hulme Walfield) & E04011007 (Somerford Booths)	Hulme Walfield and Somerford Booths	298	803	505	169.5%
E04010957	Hunsterson	134	134	0	0.0%
E04010958	Hurleston	60	60	0	0.0%
E04010959	Kettleshulme	275	271	-4	-1.5%
E04010960	Knutsford	10,537	10,815	278	2.6%
E04010961	Lea	36	36	0	0.0%
E04012282	Leighton	4,355	5,194	839	19.3%
E04010964	Little Warford	65	67	2	3.1%
E04010965	Lower Withington	448	452	4	0.9%

E04010966	Lyme Handley	119	117	-2	-1.7%
E04012471	Macclesfield	40,846	42,814	1,968	4.8%
E04010968	Marbury cum Quoisley	232	238	6	2.6%
E04010970	Marton	184	194	10	5.4%
E04010971	Mere	524	524	0	0.0%
E04010972	Middlewich	11,347	11,725	378	3.3%
E04010973	Millington	151	149	-2	-1.3%
E04010974	Minshull Vernon	209	262	53	25.4%
E04010975	Mobberley	2,475	2,508	33	1.3%
E04010977	Moston	433	1,456	1,023	236.3%
E04010978	Mottram St Andrew	532	534	2	0.4%
E04010979	Nantwich	11,480	11,362	-118	-1.0%
E04010980	Nether Alderley	520	1,033	513	98.7%
E04010976 (Moreton cum Alcumlow) & E04010981 (Newbold Astbury)	Newbold Astbury cum Moreton	580	595	15	2.6%
E04010982	Newhall	693	839	146	21.1%
E04010983	Norbury	169	169	0	0.0%
E04010984	North Rode	205	202	-3	-1.5%
E04010985	Odd Rode	4,532	4,619	87	1.9%
E04010969 (Marthall) & E04010986 (Ollerton)	Ollerton with Marthall	455	503	48	10.5%
E04010987	Over Alderley	258	259	1	0.4%
E04010989	Peover Inferior	93	94	1	1.1%
E04010990	Peover Superior	556	662	106	19.1%
E04010991	Pickmere	612	704	92	15.0%
E04010907 (Bexton), E04010992 (Plumley) & E04011017 (Toft)	Plumley with Toft and Bexton	655	692	37	5.6%
E04010993	Poole	115	118	3	2.6%
E04010994	Pott Shrigley	210	223	13	6.2%
E04010995	Poynton with Worth	11,737	12,208	471	4.0%
E04010996	Prestbury	2,833	2,847	14	0.5%
E04010997	Rainow	1,048	1,188	140	13.4%
E04010998	Ridley	114	118	4	3.5%
E04010999	Rope	1,756	1,833	77	4.4%
E04011000	Rostherne	126	126	0	0.0%
E04011001	Sandbach	16,600	18,507	1,907	11.5%
E04011002	Shavington cum Gresty	4,341	5,513	1,172	27.0%
E04011003	Siddington	279	275	-4	-1.4%
E04011004	Smallwood	556	559	3	0.5%
E04011005	Snelson	122	124	2	1.6%
E04011006	Somerford	713	1,719	1,006	141.1%
E04011008	Sound	204	205	1	0.5%
E04011009	Spurstow	320	325	5	1.6%
E04011010	Stapeley	2,870	2,921	51	1.8%

E04011011	Stoke	201	201	0	0.0%
E04012172	Styal	564	896	332	58.9%
E04011012	Sutton	2,229	2,666	437	19.6%
E04011013	Swettenham	246	266	20	8.1%
E04011014 (Tabley Inferior) & E04011015 (Tabley Superior)	Tabley	384	442	58	15.1%
E04011018	Twemlow	182	203	21	11.5%
E04011019	Walgherton	125	127	2	1.6%
E04011020	Wardle	119	162	43	36.1%
E04011021	Warmingham	191	209	18	9.4%
E04011022	Weston	1,670	2,578	908	54.4%
E04011023	Wettenhall	181	184	3	1.7%
E04011024	Willaston	2,628	3,233	605	23.0%
E04012173	Wilmslow	19,898	20,885	987	5.0%
E04011026	Wirswall	80	88	8	10.0%
E04011027	Wistaston	6,655	7,337	682	10.2%
E04011028	Woolstanwood	563	556	-7	-1.2%
E04011029	Worleston	204	216	12	5.9%
E04011030	Wrenbury cum Frith	975	1,087	112	11.5%
E04011031	Wybunbury	1,258	1,629	371	29.5%

Table A2.3: Parish meeting forecasts

Parish Code (as of 2018)	Parish	Electors, 2018	Electors, 2025	Absolute change, 2018-25	% change, 2018-25
E04010891	Agden	148	146	-2	-1.4%
E04010949	Haughton	178	181	3	1.7%
E04010963	Little Bollington	144	142	-2	-1.4%
E04010967	Macclesfield Forest and Wildboardclough	161	160	-1	-0.6%
E04010988	Peckforton	123	127	4	3.3%
E04011016	Tatton	21	21	0	0.0%
E04011025	Windle	151	150	-1	-0.7%

Table A2.4: Parish ward forecasts (including parish meetings)

Parish Code (as of 2018)	Parish Council name	Parish Ward ID (not official)	Parish Ward name	Electors, 2018	Electors, 2025	% change, 2018-25
E04010889	Acton	1	Acton	254	277	9.1%
E04010890	Adlington	2	Adlington	913	983	7.7%
E04010891	Agden	3	Agden	148	146	-1.4%
E04010892	Alderley Edge	4	Alderley Edge	3,708	3,846	3.7%
E04010893	Alpraham	5	Alpraham	354	477	34.7%
E04010894	Alsager	6	Central Ward	2,740	3,278	19.6%
E04010894	Alsager	7	East Ward	3,883	4,599	18.4%
E04010894	Alsager	8	West Ward	3,196	3,317	3.8%
E04010895	Arclid	9	Arclid	239	369	54.4%
E04010896	Ashley	10	Ashley	250	254	1.6%
E04010897	Aston by Budworth	11	Aston by Budworth	266	289	8.6%
E04010898	Aston juxta Mondrum	12	Aston juxta Mondrum	155	162	4.5%
E04010899	Audlem	13	Audlem	1,580	1,834	16.1%
E04010900	Austerson	14	Austerson	100	104	4.0%
E04010901	Baddiley	15	Baddiley	214	219	2.3%
E04010902	Baddington	16	Baddington	102	119	16.7%
E04010903	Barthomley	17	Barthomley	169	189	11.8%
E04010904	Basford	18	Basford	199	200	0.5%
E04010905	Batherton	19	Batherton	37	44	18.9%
E04010906	Betchton	20	Betchton	552	576	4.3%
E04010908	Bickerton	21	Bickerton	186	186	0.0%
E04010909	Blakenhall	22	Blakenhall	119	120	0.8%
E04010910	Bollington	23	Central Ward	2,516	2,536	0.8%
E04010910	Bollington	24	East Ward	1,933	1,922	-0.6%
E04010910	Bollington	25	West Ward	1,887	1,933	2.4%
E04010911	Bosley	26	Bosley	382	387	1.3%

E04010912	Bradwall	27	Bradwall	154	162	5.2%
E04010913	Brereton	28	Brereton	1,052	1,430	35.9%
E04010914	Bridgemere	29	Bridgemere	119	120	0.8%
E04010915	Brindley	30	Brindley	132	132	0.0%
E04010916	Broomhall	31	Broomhall	161	178	10.6%
E04010917	Buerton	32	Buerton	449	466	3.8%
E04010918	Bulkeley	33	Bulkeley	214	239	11.7%
E04010919	Bunbury	34	Bunbury	1,096	1,230	12.2%
E04010920	Burland	35	Burland	494	501	1.4%
E04010921	Calveley	36	Calveley	220	243	10.5%
E04010922	Checkley cum Wrinehill	37	Checkley cum Wrinehill	77	76	-1.3%
E04010923	Chelford	38	Chelford	1,054	1,364	29.4%
E04010924	Cholmondeley	39	Cholmondeley	134	140	4.5%
E04010925	Cholmondeston	40	Cholmondeston	152	164	7.9%
E04010926	Chorley (Wilmslow West and Chorley Ward)	41	Chorley (Wilmslow West and Chorley Ward)	386	394	2.1%
E04010927	Chorley (Wrenbury Ward)	42	Chorley (Wrenbury Ward)	90	89	-1.1%
E04010928	Chorlton	43	Chorlton	685	677	-1.2%
E04010929	Church Lawton	44	Church Lawton	1,828	1,872	2.4%
E04010930	Church Minshull	45	Church Minshull	368	396	7.6%
E04010931	Congleton	46	East Ward	10,917	11,292	3.4%
E04010931	Congleton	47	West Ward	10,846	12,723	17.3%
E04010932	Coole Pilate	48	Coole Pilate	57	61	7.0%
E04010933	Cranage	49	Cranage	1,024	1,042	1.8%
E04012281	Crewe	50	Central Ward	4,301	4,488	4.3%
E04012281	Crewe	51	East Ward	10,961	12,432	13.4%
E04012281	Crewe	52	North Ward	3,613	3,583	-0.8%

E04012281	Crewe	53	South Ward	7,243	7,527	3.9%
E04012281	Crewe	54	St Barnabas Ward	3,755	3,638	-3.1%
E04012281	Crewe	55	West Ward	7,763	7,571	-2.5%
E04010934	Crewe Green	56	Crewe Green	182	183	0.5%
E04010935	Disley	57	Disley	3,998	4,000	0.1%
E04010936	Dodcott cum Wilkesley	58	Dodcott cum Wilkesley	376	395	5.1%
E04010937	Doddington	59	Doddington	19	19	0.0%
E04010938	Eaton	60	Eaton	393	607	54.5%
E04010939	Edleston	61	Edleston	478	687	43.7%
E04010940	Egerton	62	Egerton	58	61	5.2%
E04010941	Faddiley	63	Faddiley	137	146	6.6%
E04010942	Gawsworth	64	Moss Ward	474	773	63.1%
E04010942	Gawsworth	65	Village Ward	943	939	-0.4%
E04010943	Goostrey	66	Goostrey	1,866	1,862	-0.2%
E04010944	Great Warford	67	Great Warford	633	642	1.4%
E04012171	Handforth	68	East Ward	1,661	1,643	-1.1%
E04012171	Handforth	69	South Ward	1,346	1,718	27.6%
E04012171	Handforth	70	West Ward	2,155	2,123	-1.5%
E04010945	Hankelow	71	Hankelow	258	292	13.2%
E04010946	Haslington	72	Oakhanger Ward	458	1,052	129.7%
E04010946	Haslington	73	Village Ward	3,936	4,469	13.5%
E04010946	Haslington	74	Winterley Ward	1,240	1,401	13.0%
E04010947	Hassall	75	Hassall	231	231	0.0%
E04010948	Hatherton	76	Hatherton	290	300	3.4%
E04010949	Haughton	77	Haughton	178	181	1.7%
E04010950	Henbury	78	Henbury	499	758	51.9%
E04010951	Henhull	79	Henhull	88	583	562.5%
E04010952	High Legh	80	High Legh	1,403	1,408	0.4%
E04010953	Higher Hurdsfield	81	Higher Hurdsfield	603	605	0.3%

E04010954	Holmes Chapel	82	Holmes Chapel	5,037	5,496	9.1%
E04010955	Hough	83	Hough	654	673	2.9%
E04010956	Hulme Walfield and Somerford Booths	84	Hulme Walfield Ward	163	612	275.5%
E04011007	Hulme Walfield and Somerford Booths	85	Somerford Booths Ward	135	192	42.2%
E04010957	Hunsterson	86	Hunsterson	134	134	0.0%
E04010958	Hurleston	87	Hurleston	60	60	0.0%
E04010959	Kettleshulme	88	Kettleshulme	275	271	-1.5%
E04010960	Knutsford	89	Bexton Ward	2,128	2,117	-0.5%
E04010960	Knutsford	90	Nether Ward	2,145	2,146	0.0%
E04010960	Knutsford	91	Norbury Booths Ward	2,128	2,132	0.2%
E04010960	Knutsford	92	Over Ward	4,136	4,420	6.9%
E04010961	Lea	93	Lea	36	36	0.0%
E04012282	Leighton	94	Leighton Rural Ward	388	1,227	216.2%
E04012282	Leighton	95	Leighton Urban Ward	3,967	3,967	0.0%
E04010963	Little Bollington	96	Little Bollington	144	142	-1.4%
E04010964	Little Warford	97	Little Warford	65	67	3.1%
E04010965	Lower Withington	98	Lower Withington	448	452	0.9%
E04010966	Lyme Handley	99	Lyme Handley	119	117	-1.7%
E04012471	Macclesfield	100	Broken Cross and Upton Ward	6,838	7,043	3.0%
E04012471	Macclesfield	101	Central Ward	7,156	7,523	5.1%
E04012471	Macclesfield	102	East Ward	3,597	3,939	9.5%
E04012471	Macclesfield	103	Hurdsfield Ward	3,495	3,489	-0.2%
E04012471	Macclesfield	104	South Ward	6,003	6,391	6.5%
E04012471	Macclesfield	105	Tytherington Ward	7,393	7,720	4.4%
E04012471	Macclesfield	106	West and Ivy Ward	6,364	6,709	5.4%
E04010967	Macclesfield Forest and Wildboarclough	107	Macclesfield Forest and Wildboarclough	161	160	-0.6%

E04010968	Marbury cum Quoisley	108	Marbury cum Quoisley	232	238	2.6%
E04010970	Marton	109	Marton	184	194	5.4%
E04010971	Mere	110	Mere	524	524	0.0%
E04010972	Middlewich	111	Cledford Ward	6,298	6,696	6.3%
E04010972	Middlewich	112	Kinderton Ward	5,049	5,029	-0.4%
E04010973	Millington	113	Millington	151	149	-1.3%
E04010974	Minshull Vernon	114	Minshull Vernon	209	262	25.4%
E04010975	Mobberley	115	Mobberley	2,475	2,508	1.3%
E04010977	Moston	116	Moston	433	1,456	236.3%
E04010978	Mottram St Andrew	117	Mottram St Andrew Ward	442	441	-0.2%
E04010978	Mottram St Andrew	118	Newton Ward	90	93	3.3%
E04010979	Nantwich	119	North and West Ward	7,105	7,030	-1.1%
E04010979	Nantwich	120	South Ward	4,375	4,332	-1.0%
E04010980	Nether Alderley	121	Nether Alderley	520	1,033	98.7%
E04010976	Newbold Astbury cum Moreton	122	Moreton Ward	138	141	2.2%
E04010981	Newbold Astbury cum Moreton	123	Newbold Astbury Ward	442	454	2.7%
E04010982	Newhall	124	Newhall	693	839	21.1%
E04010983	Norbury	125	Norbury	169	169	0.0%
E04010984	North Rode	126	North Rode	205	202	-1.5%
E04010985	Odd Rode	127	Mount Pleasant Ward	1,267	1,274	0.6%
E04010985	Odd Rode	128	Rode Heath Ward	1,770	1,774	0.2%
E04010985	Odd Rode	129	Scholar Green Ward	1,495	1,571	5.1%
E04010969	Ollerton with Marthall	130	Marthall Ward	139	154	10.8%
E04010986	Ollerton with Marthall	131	Ollerton Ward	316	349	10.4%
E04010987	Over Alderley	132	Over Alderley	258	259	0.4%
E04010988	Peckforton	133	Peckforton	123	127	3.3%
E04010989	Peover Inferior	134	Peover Inferior	93	94	1.1%

E04010990	Peover Superior	135	Peover Superior	556	662	19.1%
E04010991	Pickmere	136	Pickmere	612	704	15.0%
E04010992	Plumley with Toft and Bexton	137	Plumley Ward	571	607	6.3%
E04010907 (Bexton) & E04011017 (Toft)	Plumley with Toft and Bexton	138	Toft and Bexton Ward	84	85	1.2%
E04010993	Poole	139	Poole	115	118	2.6%
E04010994	Pott Shrigley	140	Pott Shrigley	210	223	6.2%
E04010995	Poynton with Worth	141	East Ward	5,729	5,950	3.9%
E04010995	Poynton with Worth	142	West Ward	6,008	6,258	4.2%
E04010996	Prestbury	143	Butley Ward	1,314	1,332	1.4%
E04010996	Prestbury	144	Fallibroome Ward	85	84	-1.2%
E04010996	Prestbury	145	Prestbury Ward	1,434	1,431	-0.2%
E04010997	Rainow	146	Rainow	1,048	1,188	13.4%
E04010998	Ridley	147	Ridley	114	118	3.5%
E04010999	Rope	148	Rope	1,756	1,833	4.4%
E04011000	Rostherne	149	Rostherne	126	126	0.0%
E04011001	Sandbach	150	Elworth Ward	4,409	5,291	20.0%
E04011001	Sandbach	151	Ettiley Heath and Wheelock Ward	4,337	4,377	0.9%
E04011001	Sandbach	152	Heath and East Ward	3,623	4,552	25.6%
E04011001	Sandbach	153	Town Ward	4,231	4,287	1.3%
E04011002	Shavington cum Gresty	154	Gresty Brook Ward	553	541	-2.2%
E04011002	Shavington cum Gresty	155	Village Ward	3,788	4,972	31.3%
E04011003	Siddington	156	Siddington	279	275	-1.4%
E04011004	Smallwood	157	Smallwood	556	559	0.5%
E04011005	Snelson	158	Snelson	122	124	1.6%
E04011006	Somerford	159	Somerford	713	1,719	141.1%
E04011008	Sound	160	Sound	204	205	0.5%
E04011009	Spurstow	161	Spurstow	320	325	1.6%

E04011010	Stapeley	162	Stapeley	2,870	2,921	1.8%
E04011011	Stoke	163	Stoke	201	201	0.0%
E04012172	Styal	164	Styal	564	896	58.9%
E04011012	Sutton	165	Lane Ends Ward	880	878	-0.2%
E04011012	Sutton	166	Langley Ward	460	605	31.5%
E04011012	Sutton	167	Lyme Green Ward	552	821	48.7%
E04011012	Sutton	168	Rural Ward	337	362	7.4%
E04011013	Swettenham	169	Swettenham	246	266	8.1%
E04011014 (Tabley Inferior) & E04011015 (Tabley Superior)	Tabley	170	Tabley	384	442	15.1%
E04011016	Tatton	171	Tatton	21	21	0.0%
E04011018	Twemlow	172	Twemlow	182	203	11.5%
E04011019	Walgherton	173	Walgherton	125	127	1.6%
E04011020	Wardle	174	Wardle	119	162	36.1%
E04011021	Warmingham	175	Warmingham	191	209	9.4%
E04011022	Weston	176	Village Ward	800	1,718	114.8%
E04011022	Weston	177	Wychwood Ward	870	860	-1.1%
E04011023	Wettenhall	178	Wettenhall	181	184	1.7%
E04011024	Willaston	179	North Ward	701	1,101	57.1%
E04011024	Willaston	180	Village Ward	1,927	2,132	10.6%
E04012173	Wilmslow	181	Dean Row Ward	5,485	5,774	5.3%
E04012173	Wilmslow	182	East Ward	3,242	3,532	8.9%
E04012173	Wilmslow	183	Lacey Green Ward	3,564	3,852	8.1%
E04012173	Wilmslow	184	West Ward	7,607	7,728	1.6%
E04011025	Wincle	185	Wincle	151	150	-0.7%
E04011026	Wirswall	186	Wirswall	80	88	10.0%
E04011027	Wistaston	187	St Mary's Ward	2,508	2,959	18.0%
E04011027	Wistaston	188	Wells Green Ward	1,722	1,716	-0.3%

E04011027	Wistaston	189	Wistaston Green Ward	2,425	2,662	9.8%
E04011028	Woolstanwood	190	Woolstanwood	563	556	-1.2%
E04011029	Worleston	191	Worleston	204	216	5.9%
E04011030	Wrenbury cum Frith	192	Wrenbury cum Frith	975	1,087	11.5%
E04011031	Wybunbury	193	Wybunbury	1,258	1,629	29.5%

Table A2.5: Polling district forecasts

Polling District code	Polling District name	Parish Council name	Electors, 2018	Electors, 2025	% change, 2018-25
1AB1	Crewe Central - Part 1	Crewe	1,422	1,432	0.7%
1AC1	Crewe East - Part 1	Crewe	920	923	0.3%
1AD1	Crewe East - Part 2	Crewe	1,359	1,351	-0.6%
1AE1	Crewe Central - Part 2	Crewe	1,210	1,158	-4.3%
1AF1	Crewe Central - Part 3	Crewe	1,669	1,898	13.7%
1BA1	Crewe West - Part 1	Crewe	1,106	1,074	-2.9%
1BAR	Crewe West - Part 2	Crewe	932	905	-2.9%
1BB2	Crewe West - Part 3	Crewe	698	678	-2.9%
1BC1	Crewe West - Part 4	Crewe	1,673	1,627	-2.7%
1BD1	Crewe West - Part 5	Crewe	1,179	1,146	-2.8%
1BD2	Crewe South - Part 1	Crewe	443	433	-2.3%
1BD3	Crewe South - Part 2	Crewe	1,500	1,481	-1.3%
1BE1	Crewe St Barnabas - Part 1	Crewe	1,214	1,173	-3.4%
1BER	Crewe St Barnabas - Part 2	Crewe	993	967	-2.6%
1BF1	Crewe West - Part 6	Crewe	1,249	1,214	-2.8%
1CA1	Crewe St Barnabas - Part 3	Crewe	1,548	1,498	-3.2%
1CB1	Crewe North - Part 1	Crewe	1,487	1,471	-1.1%
1CB2	Crewe North - Part 2	Crewe	912	902	-1.1%
1CC2	Crewe North - Part 3	Crewe	1,214	1,211	-0.2%
1CD1	Crewe East - Part 3	Crewe	1,453	1,836	26.4%

1CE1	Crewe East - Part 4	Crewe	1,405	1,392	-0.9%
1CF1	Crewe East - Part 5	Crewe	1,466	2,035	38.8%
1DA1	Crewe South - Part 3	Crewe	1,584	1,567	-1.1%
1DB1	Crewe South - Part 4	Crewe	1,352	1,342	-0.7%
1DC1	Crewe South - Part 5	Crewe	971	1,166	20.1%
1DD1	Crewe West - Part 7	Crewe	926	928	0.2%
1DE1	Crewe South - Part 6	Crewe	1,393	1,538	10.4%
1DF1	Crewe East - Part 6	Crewe	1,552	1,545	-0.5%
1DF2	Crewe East - Part 7	Crewe	1,297	1,856	43.1%
1DF3	Crewe East - Part 8	Crewe	1,169	1,158	-0.9%
1DG1	Crewe East - Part 9	Crewe	340	336	-1.2%
1FC1	Stapeley (Urban) - Part 1	Stapeley	1,085	1,058	-2.5%
1FC2	Stapeley (Rural)	Stapeley	782	885	13.2%
1FC6	Batherton	Batherton	37	44	18.9%
1FCR	Stapeley (Urban) - Part 2	Stapeley	1,003	978	-2.5%
1FD1	Willaston Village - Part 1	Willaston	1,092	1,093	0.1%
1FD2	Willaston North - Part 1	Willaston	394	534	35.5%
1FDC	Willaston Village - Part 2	Willaston	835	1,039	24.4%
1FDR	Willaston North - Part 2	Willaston	307	567	84.7%
1FE1	Rope	Rope	1,756	1,833	4.4%
1FE2	Wells Green	Wistaston	1,722	1,716	-0.3%
1FF1	St Mary's - Part 1	Wistaston	1,257	1,725	37.2%
1FFR	St Mary's - Part 2	Wistaston	1,251	1,235	-1.3%
1FG1	Wistaston Green - Part 1	Wistaston	1,614	1,861	15.3%
1FG2	Wistaston Green - Part 2	Wistaston	811	800	-1.4%
1FH1	Austerson	Austerson	100	104	4.0%
1FH6	Coole Pilate	Coole Pilate	57	61	7.0%
1FJ1	Woolstanwood	Woolstanwood	563	556	-1.2%
1FJ4	Leighton Urban - Part 1	Leighton	374	372	-0.5%

1GF1	Weston	Weston	800	1,718	114.8%
1GFR	Weston Wychwood	Weston	870	860	-1.1%
1GG1	Basford	Basford	199	200	0.5%
1GG2	Hough	Hough	654	673	2.9%
1GG3	Chorlton	Chorlton	685	677	-1.2%
1GH6	Blakenhall	Blakenhall	119	120	0.8%
1GH7	Checkley-Cum-Wrinehill	Checkley cum Wrinehill	77	76	-1.3%
1GH8	Lea	Lea	36	36	0.0%
1GJ6	Bridgemere	Bridgemere	119	120	0.8%
1GJ7	Doddington	Doddington	19	19	0.0%
1GJ8	Hunsterson	Hunsterson	134	134	0.0%
1GK1	Hankelow	Hankelow	258	292	13.2%
1GL6	Hatherton	Hatherton	290	300	3.4%
1GM1	Shavington Village - Part 1	Shavington cum Gresty	1,727	1,866	8.0%
1GM2	Gresty Brook	Shavington cum Gresty	553	541	-2.2%
1GMR	Shavington Village - Part 2	Shavington cum Gresty	2,061	3,106	50.7%
1GN1	Wybunbury	Wybunbury	1,258	1,629	29.5%
1GN6	Walgherton	Walgherton	125	127	1.6%
1NA0	Nantwich North and West - Part 1	Nantwich	1,248	1,230	-1.4%
1NA1	Nantwich North and West - Part 2	Nantwich	1,134	1,118	-1.4%
1NA2	Nantwich North and West - Part 3	Nantwich	1,660	1,642	-1.1%
1NA3	Nantwich North and West - Part 4	Nantwich	1,202	1,183	-1.6%
1NA4	Nantwich South - Part 1	Nantwich	1,618	1,599	-1.2%
1NA5	Nantwich South - Part 2	Nantwich	1,494	1,484	-0.7%
1NA6	Nantwich North and West - Part 5	Nantwich	989	975	-1.4%
1NAC	Nantwich North and West - Part 6	Nantwich	872	882	1.1%
1NAR	Nantwich South - Part 3	Nantwich	1,263	1,249	-1.1%
2GA6	Barthomley	Barthomley	169	189	11.8%

2GB1	Crewe Green	Crewe Green	182	183	0.5%
2GC1	Haslington - Part 1	Haslington	1,398	1,394	-0.3%
2GC2	Haslington - Part 2	Haslington	1,496	2,029	35.6%
2GC3	Haslington - Part 3	Haslington	1,042	1,046	0.4%
2GD1	Oakhanger	Haslington	458	1,052	129.7%
2GE1	Winterley	Haslington	1,240	1,401	13.0%
3BA1	Knutsford Nether - Part 1	Knutsford	1,049	1,058	0.9%
3BAR	Knutsford Nether - Part 2	Knutsford	1,096	1,088	-0.7%
3BB1	Knutsford Over - Part 1	Knutsford	894	886	-0.9%
3BBR	Knutsford Over - Part 2	Knutsford	1,509	1,504	-0.3%
3BC1	Knutsford Over - Part 3	Knutsford	1,733	2,030	17.1%
3BD1	Knutsford Bexton - Part 1	Knutsford	1,391	1,382	-0.6%
3BE1	Knutsford Bexton - Part 2	Knutsford	737	735	-0.3%
3BF1	Knutsford Norbury Booths - Part 1	Knutsford	1,075	1,067	-0.7%
3BF2	Knutsford Norbury Booths - Part 2	Knutsford	1,053	1,065	1.1%
3CA1	Agden	Agden	148	146	-1.4%
3CA2	Little Bollington	Little Bollington	144	142	-1.4%
3CB6	Ashley	Ashley	250	254	1.6%
3CC6	Ashton-by-Budworth	Aston by Budworth	266	289	8.6%
3CD1	Toft and Bexton	Plumley with Toft and Bexton	84	85	1.2%
3CG1	High Legh	High Legh	1,403	1,408	0.4%
3CH1	Little Warford	Little Warford	65	67	3.1%
3CJ1	Marthall	Ollerton with Marthall	139	154	10.8%
3CK1	Mere	Mere	524	524	0.0%
3CL1	Millington	Millington	151	149	-1.3%
3CM1	Mobberley - Part 1	Mobberley	1,325	1,332	0.5%
3CMR	Mobberley - Part2	Mobberley	1,150	1,176	2.3%
3CN1	Peover Inferior	Peover Inferior	93	94	1.1%

3CO1	Ollerton	Ollerton with Marthall	316	349	10.4%
3CR1	Plumley	Plumley with Toft and Bexton	571	607	6.3%
3CS1	Peover Superior	Peover Superior	556	662	19.1%
3CT1	Pickmere	Pickmere	612	704	15.0%
3CU1	Rostherne	Rostherne	126	126	0.0%
3CU7	Tatton	Tatton	21	21	0.0%
3CV1	Tabley	Tabley	384	442	15.1%
3DA1	Chelford	Chelford	1,054	1,364	29.4%
3DA2	Snelson	Snelson	122	124	1.6%
3DB1	Nether Alderley	Nether Alderley	520	1,033	98.7%
3DC1	Over Alderely	Over Alderley	258	259	0.4%
3DD1	Chorley	Chorley (Wilmslow West and Chorley Ward)	386	394	2.1%
3DE1	Great Warford	Great Warford	633	642	1.4%
3DF1	Alderley Edge - Part 1	Alderley Edge	1,093	1,114	1.9%
3DG1	Alderley Edge - Part 2	Alderley Edge	1,535	1,547	0.8%
3DH1	Alderley Edge - Part 3	Alderley Edge	1,080	1,184	9.6%
3EA1	Audlem	Audlem	1,580	1,834	16.1%
3EB1	Alpraham	Alpraham	354	477	34.7%
3EC1	Bickerton	Bickerton	186	186	0.0%
3EC2	Bulkeley	Bulkeley	214	239	11.7%
3EC8	Egerton	Egerton	58	61	5.2%
3ED1	Bunbury	Bunbury	1,096	1,230	12.2%
3EE1	Burland	Burland	494	501	1.4%
3EF1	Calveley	Calveley	220	243	10.5%
3EG1	Cholmondeley	Cholmondeley	134	140	4.5%
3EH6	Church Minshull	Church Minshull	368	396	7.6%
3EJ6	Cholmondeston	Cholmondeston	152	164	7.9%
3EJ7	Wettenhall	Wettenhall	181	184	1.7%

3EK6	Brindley	Brindley	132	132	0.0%
3EK7	Faddiley	Faddiley	137	146	6.6%
3EL1	Buerton	Buerton	449	466	3.8%
3EM6	Peckforton	Peckforton	123	127	3.3%
3EN6	Hurleston	Hurleston	60	60	0.0%
3EN7	Stoke	Stoke	201	201	0.0%
3EO6	Ridley	Ridley	114	118	3.5%
3EP6	Haughton	Haughton	178	181	1.7%
3EP7	Spurstow	Spurstow	320	325	1.6%
3EQ1	Chorley	Chorley (Wrenbury Ward)	90	89	-1.1%
3ER6	Marbury-Cum-Quoisley	Marbury cum Quoisley	232	238	2.6%
3ER8	Norbury	Norbury	169	169	0.0%
3ER9	Wirswall	Wirswall	80	88	10.0%
3ES1	Wardle	Wardle	119	162	36.1%
3ET1	Wrenbury-Cum-Frith	Wrenbury cum Frith	975	1,087	11.5%
3EU6	Dodcott-Cum-Wilkesley - Part 1	Dodcott cum Wilkesley	180	194	7.8%
3EV6	Dodcott-Cum-Wilkesley - Part 2	Dodcott cum Wilkesley	196	201	2.6%
3EW6	Newhall	Newhall	693	839	21.1%
3FA5	Acton	Acton	254	277	9.1%
3FA6	Edleston	Edleston	478	687	43.7%
3FA7	Henhull	Henhull	88	583	562.5%
3FB7	Poole	Poole	115	118	2.6%
3FB8	Worleston	Worleston	204	216	5.9%
3FB9	Aston-Juxta-Mondrum	Aston juxta Mondrum	155	162	4.5%
3FH3	Baddington	Baddington	102	119	16.7%
3FH4	Broomhall	Broomhall	161	178	10.6%
3FH7	Sound	Sound	204	205	0.5%
3FH8	Baddiley	Baddiley	214	219	2.3%

3FJ2	Leighton Rural	Leighton	388	1,227	216.2%
3FJ3	Leighton Urban - Part 2	Leighton	1,565	1,578	0.8%
3FJ5	Leighton Urban - Part 3	Leighton	557	554	-0.5%
3FJ6	Leighton Urban - Part 4	Leighton	1,471	1,464	-0.5%
3FJ7	Minshull Vernon	Minshull Vernon	209	262	25.4%
3FK6	Warmingham	Warmingham	191	209	9.4%
4AA1	Macclesfield Tytherington - Part 1	Macclesfield	1,549	1,537	-0.8%
4AA2	Macclesfield Tytherington - Part 2	Macclesfield	1,457	1,584	8.7%
4AA3	Macclesfield Tytherington - Part 3	Macclesfield	694	688	-0.9%
4AA4	Macclesfield Tytherington - Part 4	Macclesfield	94	95	1.1%
4AAR	Macclesfield Tytherington - Part 5	Macclesfield	1,274	1,268	-0.5%
4AB1	Macclesfield Hurdsfield - Part 1	Macclesfield	1,306	1,300	-0.5%
4AB2	Macclesfield Hurdsfield - Part 2	Macclesfield	1,293	1,301	0.6%
4AB3	Macclesfield Hurdsfield - Part 3	Macclesfield	896	887	-1.0%
4AC1	Macclesfield Tytherington - Part 6	Macclesfield	1,018	1,255	23.3%
4AD1	Broken Cross and Upton - Part 1	Macclesfield	1,031	1,024	-0.7%
4AD2	Broken Cross and Upton - Part 2	Macclesfield	1,089	1,234	13.3%
4AD3	Broken Cross and Upton - Part 3	Macclesfield	1,070	1,063	-0.7%
4AE1	Macclesfield Tytherington - Part 7	Macclesfield	1,307	1,295	-0.9%
4AF1	Broken Cross and Upton - Part 4	Macclesfield	928	986	6.3%
4AF2	Broken Cross and Upton - Part 5	Macclesfield	1,411	1,403	-0.6%
4AF3	Broken Cross and Upton - Part 6	Macclesfield	1,309	1,333	1.8%
4BA1	Macclesfield Central - Part 1	Macclesfield	620	618	-0.3%
4BA2	Macclesfield Central - Part 2	Macclesfield	545	783	43.7%
4BB1	Macclesfield Central - Part 3	Macclesfield	924	931	0.8%
4BB2	Macclesfield Central - Part 4	Macclesfield	1,823	1,887	3.5%
4BBR	Macclesfield Central - Part 5	Macclesfield	1,176	1,162	-1.2%

4BC1	Macclesfield West and Ivy - Part 1	Macclesfield	1,514	1,809	19.5%
4BD1	Macclesfield West and Ivy - Part 2	Macclesfield	1,588	1,593	0.3%
4BE1	Macclesfield West and Ivy - Part 3	Macclesfield	1,485	1,462	-1.5%
4BF1	Macclesfield West and Ivy - Part 4	Macclesfield	1,777	1,845	3.8%
4BF2	Macclesfield South - Part 1	Macclesfield	1,375	1,355	-1.5%
4BFR	Gawsworth Moss	Gawsworth	474	773	63.1%
4CA1	Macclesfield South - Part 2	Macclesfield	1,407	1,661	18.1%
4CAR	Macclesfield South - Part 3	Macclesfield	1,040	1,035	-0.5%
4CB1	Macclesfield South - Part 4	Macclesfield	1,690	1,750	3.6%
4CBR	Macclesfield South - Part 5	Macclesfield	491	590	20.2%
4CC1	Sutton - Lyme Green Ward	Sutton	552	821	48.7%
4CD1	Macclesfield Central - Part 6	Macclesfield	1,453	1,443	-0.7%
4CE1	Macclesfield Central - Part 7	Macclesfield	615	700	13.8%
4CF1	Macclesfield East - Part 1	Macclesfield	1,133	1,156	2.0%
4CG1	Macclesfield East - Part 2	Macclesfield	954	1,289	35.1%
4CH1	Macclesfield East - Part 3	Macclesfield	1,510	1,493	-1.1%
4EA1	Bollington East - Part 1	Bollington	579	575	-0.7%
4EB1	Bollington East - Part 2	Bollington	1,354	1,347	-0.5%
4EC1	Bollington Central - Part 1	Bollington	1,452	1,466	1.0%
4ED1	Bollington Central - Part 2	Bollington	1,064	1,069	0.5%
4EE1	Bollington West	Bollington	1,887	1,933	2.4%
4FA1	Disley - Part 1	Disley	513	512	-0.2%
4FB1	Disley - Part 1	Disley	1,741	1,738	-0.2%
4FB2	Disley - Part 1	Disley	1,744	1,750	0.3%
4FB6	Lyme Handley - Part 1	Lyme Handley	86	85	-1.2%
4FC1	Higher Hursfield	Higher Hursfield	603	605	0.3%
4FD1	Kettleshulme	Kettleshulme	275	271	-1.5%
4FD7	Lyme Handley - Part 2	Lyme Handley	33	32	-3.0%

4FE2	Pott Shrigley	Pott Shrigley	210	223	6.2%
4FF1	Rainow	Rainow	1,048	1,188	13.4%
4GA1	Bosley	Bosley	382	387	1.3%
4GC1	Eaton	Eaton	393	607	54.5%
4GD1	Gawsworth	Gawsworth	943	939	-0.4%
4GE1	Henbury	Henbury	499	758	51.9%
4GF6	Marton	Marton	184	194	5.4%
4GG6	Macclesfield Forest	Macclesfield Forest and Wildboarclough	58	58	0.0%
4GH6	North Rode	North Rode	205	202	-1.5%
4GJ6	Siddington	Siddington	279	275	-1.4%
4GK1	Sutton - Lane Ends Ward	Sutton	880	878	-0.2%
4GK6	Sutton - Rural Ward	Sutton	337	362	7.4%
4GL6	Wildboarclough	Macclesfield Forest and Wildboarclough	103	102	-1.0%
4GM6	Wincle	Wincle	151	150	-0.7%
4GN1	Lower Withington	Lower Withington	448	452	0.9%
4GO1	Sutton - Langley Ward	Sutton	460	605	31.5%
4HE1	Mottram St Andrew	Mottram St Andrew	442	441	-0.2%
4HE2	Mottram St Andrew - Newton Ward	Mottram St Andrew	90	93	3.3%
4HF1	Prestbury - Butley Ward	Prestbury	1,314	1,332	1.4%
4HF2	Prestbury - Fallibroome Ward	Prestbury	85	84	-1.2%
4HF3	Prestbury - Prestbury Ward	Prestbury	1,434	1,431	-0.2%
4JA1	Adlington - Part 1	Adlington	503	506	0.6%
4JB1	Adlington - Part 2	Adlington	410	476	16.1%
4JC1	Poynton East - Part 1	Poynton with Worth	1,526	1,502	-1.6%
4JC2	Poynton West - Part 1	Poynton with Worth	1,709	1,689	-1.2%
4JD1	Poynton East - Part 2	Poynton with Worth	1,174	1,162	-1.0%
4JDR	Poynton East - Part 3	Poynton with Worth	1,060	1,057	-0.3%
4JE1	Poynton East - Part 4	Poynton with Worth	1,087	1,350	24.2%

4JF1	Poynton East - Part 5	Poynton with Worth	882	879	-0.3%
4JG1	Poynton West - Part 2	Poynton with Worth	1,199	1,196	-0.3%
4JG2	Poynton West - Part 3	Poynton with Worth	1,470	1,503	2.2%
4JH1	Poynton West - Part 4	Poynton with Worth	1,630	1,870	14.7%
8EA1	Wilmslow Lacey Green - Part 4	Wilmslow	531	523	-1.5%
8EB1	Wilmslow Dean Row - Part 1	Wilmslow	1,637	1,610	-1.6%
8EC1	Wilmslow Dean Row - Part 2	Wilmslow	1,134	1,113	-1.9%
8ED1	Wilmslow Dean Row - Part 3	Wilmslow	995	1,358	36.5%
8EE1	Wilmslow Dean Row - Part 4	Wilmslow	1,719	1,693	-1.5%
8EF1	Handforth South	Handforth	1,346	1,718	27.6%
8EG1	Handforth West - Part 1	Handforth	973	958	-1.5%
8EH1	Handforth East	Handforth	1,661	1,643	-1.1%
8EJ1	Handforth West - Part 2	Handforth	1,182	1,165	-1.4%
8EK1	Wilmslow Lacey Green - Part 1	Wilmslow	1,417	1,719	21.3%
8EKC	Wilmslow Lacey Green - Part 2	Wilmslow	1,616	1,610	-0.4%
8FA1	Wilmslow East - Part 1	Wilmslow	1,130	1,220	8.0%
8FB1	Wilmslow West - Part 1	Wilmslow	1,117	1,132	1.3%
8FBR	Wilmslow West - Part 2	Wilmslow	1,427	1,516	6.2%
8FC1	Wilmslow West - Part 3	Wilmslow	1,273	1,285	0.9%
8FE1	Wilmslow East - Part 2	Wilmslow	854	1,057	23.8%
8FF1	Wilmslow East - Part 3	Wilmslow	1,258	1,256	-0.2%
8FG1	Wilmslow West - Part 4	Wilmslow	1,607	1,613	0.4%
8FH1	Wilmslow West - Part 5	Wilmslow	817	816	-0.1%
8FHR	Wilmslow West - Part 6	Wilmslow	1,198	1,192	-0.5%
8FJ1	Wilmslow West - Part 7	Wilmslow	168	174	3.6%
8FK1	Styal	Styal	564	896	58.9%
ALEA	Alsager East - Part 1	Alsager	848	849	0.1%
ALEB	Alsager East - Part 2	Alsager	1,236	1,779	43.9%

ALEC	Alsager East - Part 3	Alsager	1,799	1,971	9.6%
ALED	Alsager Central - Part 1	Alsager	1,519	1,973	29.9%
ALEE	Alsager Central - Part 2	Alsager	1,221	1,305	6.9%
ALEF	Alsager West - Part 1	Alsager	1,687	1,805	7.0%
ALEG	Alsager West - Part 2	Alsager	1,509	1,512	0.2%
AST1	Newbold Astbury	Newbold Astbury cum Moreton	442	454	2.7%
AST2	Moreton	Newbold Astbury cum Moreton	138	141	2.2%
AST3	Somerford	Somerford	713	1,719	141.1%
AST4	Hulme Walfield	Hulme Walfield and Somerford Booths	163	612	275.5%
AST5	Somerford Booths	Hulme Walfield and Somerford Booths	135	192	42.2%
AST6	Smallwood	Smallwood	556	559	0.5%
BRE1	Brereton	Brereton	1,052	1,430	35.9%
BRE2	Bradwall	Bradwall	154	162	5.2%
BRE3	Arclid	Arclid	239	369	54.4%
BRE4	Moston	Moston	433	1,456	236.3%
CNW2	Congleton West - Part 1	Congleton	1,229	1,336	8.7%
CNW3	Congleton West - Part 2	Congleton	1,457	2,059	41.3%
COB1	Congleton East - Part 1	Congleton	1,221	1,207	-1.1%
COB2	Congleton East - Part 2	Congleton	1,229	1,580	28.6%
COC1	Congleton West - Part 3	Congleton	1,307	1,775	35.8%
COC2	Congleton West - Part 4	Congleton	1,510	1,506	-0.3%
COC3	Congleton West - Part 5	Congleton	1,164	1,183	1.6%
CON1	Congleton East - Part 3	Congleton	1,345	1,355	0.7%
CON2	Congleton East - Part 4	Congleton	1,559	1,543	-1.0%
CON3	Congleton East - Part 5	Congleton	206	204	-1.0%
CON4	Congleton East - Part 6	Congleton	0	0	0.0%
COS1	Congleton East - Part 7	Congleton	1,068	1,066	-0.2%
COS2	Congleton East - Part 8	Congleton	1,328	1,335	0.5%

COS3	Congleton East - Part 9	Congleton	1,548	1,540	-0.5%
COS4	Congleton East - Part 10	Congleton	1,413	1,463	3.5%
COW1	Congleton West - Part 6	Congleton	972	1,147	18.0%
COW2	Congleton West - Part 7	Congleton	1,144	1,676	46.5%
COW3	Congleton West - Part 8	Congleton	989	975	-1.4%
COW4	Congleton West - Part 9	Congleton	1,074	1,067	-0.7%
DAN1	Goostrey - Part 1	Goostrey	1,023	1,024	0.1%
DAN2	Twemlow	Twemlow	182	203	11.5%
DAN3	Cranage	Cranage	1,024	1,042	1.8%
DAN4	Swettenham	Swettenham	246	266	8.1%
DAN5	Goostrey - Part 2	Goostrey	843	838	-0.6%
HCE1	Holmes Chapel - Part 1	Holmes Chapel	1,545	1,581	2.3%
HCE2	Holmes Chapel - Part 2	Holmes Chapel	1,545	1,540	-0.3%
HCE3	Holmes Chapel - Part 3	Holmes Chapel	1,564	1,972	26.1%
HCE4	Holmes Chapel - Part 3	Holmes Chapel	383	403	5.2%
LAW1	Church Lawton - Part 1	Church Lawton	1,066	1,101	3.3%
LAW2	Church Lawton - Part 2	Church Lawton	762	771	1.2%
LAW3	Betchton	Betchton	552	576	4.3%
LAW4	Hassall	Hassall	231	231	0.0%
MIAA	Middlewich Kinderton - Part 1	Middlewich	1,719	1,728	0.5%
MIAB	Middlewich Kinderton - Part 2	Middlewich	1,013	994	-1.9%
MIAC	Middlewich Cledford - Part 1	Middlewich	2,007	2,017	0.5%
MIAE	Middlewich Cledford - Part 2	Middlewich	1,396	1,688	20.9%
MIAF	Middlewich Cledford - Part 3	Middlewich	1,648	1,768	7.3%
MIAG	Middlewich Kinderton - Part 3	Middlewich	1,350	1,359	0.7%
MIAH	Middlewich Kinderton - Part 4	Middlewich	967	949	-1.9%
MIAJ	Middlewich Cledford - Part 4	Middlewich	1,247	1,223	-1.9%
ORD1	Rode Heath	Odd Rode	1,770	1,774	0.2%

ORD2	Scholar Green	Odd Rode	1,495	1,571	5.1%
ORD3	Mount Pleasant	Odd Rode	954	960	0.6%
ORD5	Mow Cop	Odd Rode	313	313	0.0%
SAE1	Sandbach Heath and East - Part 1	Sandbach	1,403	2,023	44.2%
SAE2	Sandbach Town - Part 1	Sandbach	1,210	1,296	7.1%
SAE3	Sandbach Heath and East - Part 2	Sandbach	1,115	1,138	2.1%
SAEC	Sandbach Heath and East - Part 3	Sandbach	1,105	1,390	25.8%
SAN1	Sandbach Town - Part 2	Sandbach	1,478	1,471	-0.5%
SAN2	Sandbach Town - Part 3	Sandbach	1,543	1,520	-1.5%
SAN3	Sandbach Elworth - Part 1	Sandbach	1,512	1,665	10.1%
SAW1	Sandbach Elworth - Part 2	Sandbach	1,257	1,275	1.4%
SAW2	Sandbach Elworth - Part 3	Sandbach	1,640	2,352	43.4%
SAW3	Sandbach Ettiley Heath and Wheelock - Part 1	Sandbach	1,826	1,795	-1.7%
SAW4	Sandbach Ettiley Heath and Wheelock - Part 2	Sandbach	1,755	1,839	4.8%
SAWR	Sandbach Ettiley Heath and Wheelock - Part 3	Sandbach	756	742	-1.9%



Working for a brighter future together

Constitution Committee

Date of Meeting: 19 September 2019

Report Title: Appointment of Members to Independent Remuneration Panel

Senior Officer: Head of Democratic Services and Governance

1. Report Summary

- 1.1. This report asks the Committee to approve the appointment of three individuals to the Independent Remuneration Panel.

2. Recommendations

2.1. The Committee is asked to agree that:

- Professor Steve Leach be re-appointed as a member of the Independent Remuneration Panel;
- Amanda Ramsden be re-appointed as a member of the Independent Remuneration Panel;
- Jacqueline Grinham be appointed as the third member of the Independent Remuneration Panel;
- Professor Leach continue in his role as Chairman of the Panel;
- The individuals named above be appointed for a four year term of office, to commence immediately and to end in September 2023;
- Panel members be recompensed for expenses and that an allowance be paid to the Chairman in recognition of his role, as detailed in the financial implications.
- The Panel be asked to give consideration to making future provision for the Members' Allowances Scheme, by reference to an index, the adjustment to be applied on an annual basis for a period of up to four years;
- The Panel be asked to give consideration to developing a Members' Allowances Scheme to reflect a proposed new system of governance for the Council; co-ordinating its work with the Governance Working Group, with the Panel's report being considered by Council when it considers constitutional proposals for the proposed committee system;
- The Panel be asked to consider and make recommendations on the proposed Members' Parental Leave Policy;

3. Reasons for Recommendations

- 3.1. It is suggested that the appointment of the Panel Members and the appointment of the Chairman of the Panel, be made by the Constitution Committee, upon the recommendations of the Head of Democratic Services and Governance. This will avoid any potential difficulties that could be caused by the Panel itself being required to appoint its own Chairman. This also preserves continuity and the good working arrangements of the Panel, which are already established.
- 3.2. With regard to the number of Panel members, the Local Authorities (Members' Allowances) (England) Regulations 2003 requires there to be at least three members appointed to the Panel.
- 3.3. The recommended appointments meet the objective of at least one Panel member having experience of the workings of local government.
- 3.4. In 2016, the Independent Remuneration Panel recommended that the Members' Allowances Scheme be adjusted on an annual basis by reference to an index, which was approved. This arrangement can only be applied for a period of four years before the Panel has to carry out a review. Accordingly, the Panel is asked to consider whether the same provision should apply up to March 2023, the nature of the index to be applied and confirm the period for which the adjustment should be applied.
- 3.5. The recent Notice of Motion, agreed by Council, requires detailed work in anticipation of a change to the Council's governance arrangements, specifically moving from a Cabinet system to a committee structure in May 2020. As a result, the Panel will be asked to carry out a significant piece of work, in order to develop proposals for a new Scheme of Allowances to reflect the proposed governance changes.
- 3.6. On 15 July 2019, Constitution Committee considered a Notice of Motion which proposed the adoption of a Parental Leave Policy for Members. The Committee, agreed the proposal in principle, subject to consultation with the Panel on the allowance elements referred to therein. The Panel will, therefore, be asked to consider and make recommendations on how relevant elements of such a policy might be incorporated into the current Members' Allowances Scheme, or into any new scheme, should a new model of governance be proposed.
- 3.7. The authority can determine expenses and allowances to be paid to Independent Remuneration Panel members. Past practice has been to recompense Panel members for expenses incurred and that an allowance of £500 per day be paid to the Chairman in recognition and in recompense of the additional activity and responsibility attached to the role.

- 3.8. The work of the Panel would normally constitute 3-4 days within their four-year term of appointment.

4. Background

- 4.1. The Regulations provide that an Independent Remuneration Panel shall consist of at least three members, who cannot be a member of the local authority; committee or sub-committee of the authority; or disqualified from becoming a member of the authority.
- 4.2. Before an authority makes or amends a Scheme of Allowances (before the beginning of a financial year); the authority must have regard to the recommendations made by the Independent Remuneration Panel.
- 4.3. The Scheme of Members' Allowances covers the payment of basic allowance, special responsibility allowance, dependent carers allowance, travel and subsistence and co-optees allowance.
- 4.4. The term of office of the current Panel is due to expire in November 2019. As the work of the Panel needs to commence immediately and, as it is unlikely to be completed before the tenure of the current Panel expires, it is prudent to have the new Panel in place before November, so that it has time to complete its work and report back to Council in May 2020.

5. Appointment Process

- 5.1 To ensure that the Panel is independent of the Council, restrictions are placed on who can apply. Individuals cannot be a member if they –
- Are a member of any of the local authorities (borough or parish) in respect of which the Independent Remuneration Panel makes recommendations;
 - Would be disqualified from being a Councillor of any local authority;
 - Are a member of a political party;
 - Are a close relative or friend of any elected member of the Council.
- 5.2 To advertise the vacancies on the Panel, a press release was issued, on the Council's website with a front page link, seeking expressions of interest from applicants.
- 5.3 A number of application packs, explaining the role of the Independent Remuneration Panel, and its Members were issued in response to enquiries received.
- 5.4 Interviews were carried out by the Acting Chief Executive, the interim Director of Governance and Compliance and the Head of Democratic Services and Governance. Having concluded the recruitment process, three candidates are recommended for appointment: Professor Steve Leach, Mrs Amanda Ramsden and Mrs Jacqueline Grinham.

6. Implications of the Recommendations

6.1 Legal Implications

7.1.1 The Members' Allowances Regulations 2003 require that an Independent Remuneration Panel is established and maintained.

6.2 Finance Implications

6.2.1 The authority will be required to meet the cost of Panel expenses and the Chairman's allowance of £500 per day. This will be met from existing budget provision.

6.2.2 There is the potential for the outcome of the governance review and/or consideration of the Parental Leave Policy to have a financial impact on the Scheme.

6.3 Policy Implications

6.3.1 The work of the Panel will inform the Members' Parental Leave Policy.

6.4 Equality Implications

6.4.1 None

6.5 Human Resources Implications

6.5.1 None

6.6 Risk Management Implications

6.6.1 No risks have been identified.

6.6.2 The appointment of an Independent Remuneration Panel will ensure that the Council receives independent advice on the level of remuneration, which should be paid to Councillors in recognition of their responsibilities.

6.7 Rural Communities Implications

6.7.1 There are no direct implications for rural communities.

6.8 Implications for Children & Young People/Cared for Children

6.8.1 There are no direct implications for children and young people.

6.9 Public Health Implications

6.9.1 There are no direct implications for public health.

6.10 Climate Change Implications

6.10.1 There are no direct implications for climate change.

7. Ward Members Affected

7.1 All Ward Members

8. Consultation & Engagement

8.1 May emerge from work on the new governance model.

9. Access to Information

9.1 The Local Authorities (Members' Allowances) (England) Regulations 2003.

10. Contact Information

10.1 Any questions relating to this report should be directed to the following officer:

Name: Diane Moulson

Job Title: Senior Member Development Officer

Email: diane.moulson@cheshireeast.gov.uk

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Working for a brighter future together

Constitution Committee

Date of Meeting: 19 September 2019

Report Title: Civic Issues and the Mayoralty

Senior Officer: Jan Bakewell, Director of Governance and Compliance

1. Report Summary

- 1.1. This report provides an opportunity for the Council's civic arrangements and Mayoralty to be considered.

2. Recommendations

- 2.1. That Members review options for the Council's civic arrangements and the future style of the Cheshire East Mayoralty.

3. Background

- 3.1. The way in which the Mayor of Cheshire East operates has not changed since the Council was created in 2009. At that time, the style adopted was an amalgam of the ways in which the Mayors of Macclesfield, Crewe & Nantwich and Congleton had worked. The former County Council had a Chairman rather than a Mayor. As the Council has been in existence for over ten years, now is an opportune time for consideration to be given to the way in which the Mayoralty operates.
- 3.2. The view has been expressed in a number of forums that the way in which the Cheshire East Mayoralty works should be modernised. This report outlines a number of ways in which this could be achieved
- 3.3. Across the local government family nationally, there is no one way in which Principal Councils treat the position of a civic Mayor. Councils have differing customs reflecting the way in which the position has developed over the years together with local priorities and expectations.
- 3.4. The way in which the Mayor of Cheshire East works is described in the Council's Constitution and in the Mayoralty Code of Practice, which is annexed to the Constitution. An extract from the Constitution is attached as Appendix I. A copy of the Code of Practice is attached as Appendix II. Any

changes to the way in which the Mayor works could be codified in a revised Constitution and an amended Code of Practice.

- 3.5. A common theme across the local government family in relation to the position of civic Mayor is that during their year in office they remain politically impartial in all matters of policy. This has been the practice in Cheshire East since 2009; it is not suggested that this should be changed.
- 3.6. There are a number of areas where there are differences in the ways that the Mayors of Borough Councils work and the way in which the position of Mayor is viewed by Members. These areas include:
- The formality surrounding the position of the Mayor;
 - The policy in relation to Mayoral transport;
 - The number of engagements undertaken by the Mayor each year and the policy in relation to accepting invitations; and
 - The appointing of a Chaplain and the offering of prayers at Council meetings.

The formality of the Mayoralty

- 3.7 Formality can manifest itself in a number of ways, including the deference shown to the Mayor at the start of Council meetings (everyone standing and the Mayor and civic party parading into the meeting etc.), the wearing of robes and the use of the ceremonial mace.
- 3.8 The current Mayoral Code of Practice specifies that the Mayor should wear his / her ceremonial robes on “all formal occasions”. In practice, the robes are worn on relatively few occasions, but these have included Council meetings and citizenship ceremonies. Robes are also worn on a small number of occasions each year at events outside the Borough, an example would be at the Legal Service held in Chester Cathedral. Some Cheshire East Mayors have worn robes on more occasions than others.
- 3.9 The Code of Practice specifies that the Council’s mace, a symbol of the Mayor’s authority, should be used on all ceremonial occasions.
- 3.10 The Committee may wish to review the degree of formality surrounding the Mayoralty; moving towards the approach adopted by some other Councils where, whilst having the position of Mayor, many of the ceremonial aspects which are still associated with the role in Cheshire East, have been abandoned, if indeed they were ever introduced.
- 3.11 For example, the wearing of robes could be dispensed with altogether, or the Mayoral robe simply retained for use on very rare ceremonial occasions; examples of which could include high profile Royal visits and occasions outside the Borough where there is an expectation that robes are worn. Similarly, the mace could be dispensed with or just placed on display at Council meetings as a symbol that the Council meeting was in session.

This would dispense with the current practice of processing into the meeting with the mace. The Mayor would simply take their seat at the top table and call the meeting to order, as would the Chair of any other meeting.

- 3.12 The Committee is asked to make recommendations to Council upon the above matters.

Mayoral transport

- 3.13 A decision has already been taken to replace the Bentley with a cheaper to run, greener vehicle. Definitions of “greener vehicle” will vary over time, as technology develops. The current Mayoral Code of Practice does not refer to the type of vehicle provided for the Mayor.
- 3.14 The Committee may feel that it would be appropriate to refer in the Mayoral Code of Practice to the Mayor being transported in as environmentally friendly vehicle as resources and the prevailing technologies allow. The type of vehicle would be likely to change over time.
- 3.15 The Committee is asked to make recommendations to Council upon the above matters.

Mayoral engagements

- 3.16 Over recent years, Mayors have undertaken in the region of 300 engagements each year. The Mayoralty Code of Practice says, “The Mayor should accept as many invitations as possible....” Invitations are routinely accepted from a wide range of organisations including charities, schools, sports clubs and performance groups. Mayors have traditionally attended civic services and similar events organised by Town and Parish Councils across Cheshire East and those organised by adjoining Borough Councils.
- 3.17 The Mayoralty Code of Practice is silent on co-operation with Cheshire East’s Town Mayors, of which there are 12 across the Borough. There may be some invitations, which would be more appropriately attended by a Town Mayor, rather than the Mayor of Cheshire East.
- 3.18 The Committee may wish to recommend that the Mayoralty Code of Practice is amended to reflect this. Possible wording for an amended Code of Practice could be “The Mayor should review all invitations received and may if they thinks fit, suggest to those extending the invitation that the local Town Mayor should be invited in their place”.
- 3.19 The Committee is asked to make recommendations to Council upon the above matters.

The appointing of a Chaplain, civic service and the holding of prayers at Council meetings

- 3.20 There is no requirement for a Mayor to appoint a Chaplain or to hold a Civic Service. The Mayoralty Code of Practice simply indicates that the Mayor

“may choose to organise a civic service....and may also choose to appoint a Chaplain”. However, all eleven Mayors to date have appointed a Chaplain and a civic service has been held each year (the current Mayor has not yet decided if he wishes to hold a civic service). Chaplains have also on occasion assisted the Mayor with other duties such as remembrance events.

- 3.21 By tradition the Mayor’s Chaplain leads prayers before each meeting of Council. This is a practice inherited from the Council’s predecessor authorities, who in all likelihood modelled themselves on the House of Commons, where the Speaker’s Chaplain conducts prayers at the start of each day. There is no legal requirement for prayers to be held at the start of a Council meeting and practices across the country do vary.
- 3.22 The Committee may wish to review the practice of the Mayor appointing a Chaplain, the holding of a civic service and the saying of prayers at the start of Council meetings. These are separate, discrete issues although, if the practice of appointing a Chaplain was to be discontinued, it would be difficult (but not impossible) to hold a civic service or to start Council meetings with prayers.
- 3.23 The Committee is asked to make recommendations to Council upon the above matters.

4. Implications of the Recommendations

4.1. Legal Implications

- 4.1.1. There are no direct legal implications.

4.2. Finance Implications

- 4.2.1. There are no financial implications.

4.3. Policy Implications

- 4.3.1. Changes would need to be made to the Constitution and Mayoral Code of Practice.

4.4. Equality Implications

- 4.4.1. Prayers would generally be accepted as having a Christian context, which some might consider to be inappropriate in a modern, multi facet society.

4.5. Human Resources Implications

- 4.5.1. There are no HR implications.

4.6. Risk Management Implications

- 4.6.1. There are no risk management implications.

4.7. Rural Communities Implications

4.7.1. There are no implications for rural communities.

4.8. Implications for Children & Young People/Cared for Children

4.8.1. There are no implications for children and young people.

4.9. Public Health Implications

4.9.1. There are no implications for public health.

4.10. Climate Change Implications

4.10.1. A change to the Mayoral Code of Practice specifying that Mayoral transport should be as environmentally friendly as possible would help demonstrate the Council's commitment to combatting the climate change emergency.

5. Ward Members Affected

5.1. No individual Ward members are affected.

6. Access to Information

6.1. There are no supporting documents.

7. Contact Information

7.1. Any questions relating to this report should be directed to the following officer:

Name: Martin Smith

Job Title: Registration and Civic Services Manager

Email: martin.r.smith@cheshireeast.gov.uk

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Extract from Constitution

Role of the Mayor and Chairmanship of the Council

Civic Role

1. The Council's Mayor, supported by the Deputy Mayor will perform the Council's civic role.
2. This entails raising and maintaining the profile of the Council's area and its citizens. The aims and values of the Council will be promoted in an apolitical manner.
- 14 The Mayor will decide which civic and ceremonial functions to promote following consultations, where appropriate, with officers of the Council. These functions may include representing the Council at events organised by other local authorities or organisations.

Council Role

- 15 The Mayor is elected at the Annual Council meeting in May. The Deputy Mayor is appointed at the same meeting.
- 16 The Mayor is the conscience of the Council.
- 17 The Mayor is responsible for:
 - 17.1 upholding and promoting the purposes of this Constitution and interpreting it, where necessary, with advice
 - 17.2 presiding over meetings of the Full Council to ensure that business is carried out efficiently and effectively
 - 17.3 ensuring the rights of Councillors and the interests of the Council's citizens are protected in the running of the Full Council meeting (Guidance on the Role of a Chairman which is relevant for all chairmen of Council meetings)
 - 17.4 ensuring that, at Full Council meetings, matters of concern to local people can be debated through the appropriate Councillors
 - 17.5 ensuring that Councillors not on the Cabinet, or who do not hold the Chairmanship of a main committee, are able to hold those office holders to account
 - 17.6 promoting public involvement in the Council's activities and acting as a link between members of the public and organisations and the Council
 - 17.7 carrying out other roles on behalf of the Council.
- 18 The Deputy Mayor will:

18.1 support the Mayor in his/her civic role and will also carry out civic duties on behalf of the civic office

18.2 deputise for the Mayor in his/her absence.

The Mayoralty Code of Practice

19 The Mayor shall comply with the Mayoralty Code of Practice.

Who may become Mayor or Deputy Mayor

20 Any elected Member of the Council shall be eligible for election to the office of Mayor, or appointment as Deputy Mayor, except for Members of the Cabinet.

Mayoralty Code of Practice

1. The Mayoralty is the most exalted position within the gift of the Council. Officers, Members and staff must, at all times, respect the Mayor and show deference to his/her office.
2. The Mayor's construction or application of any of the Council's Constitution, or as to the proceedings of Council, should not be challenged.
3. Throughout the Mayor's term of office, he/she should remain politically impartial in all matters of policy and should not be involved in political matters or campaigns, or in controversial matters. The Mayor may therefore choose not to attend political group meetings during his/her year of office.
4. Any press enquiries about the Mayor should be made via the Communications Team.
5. The Mayor should not be appointed as Chairman or Vice Chairman or member of any committee or sub-committee of the Council, or as a Deputy Cabinet member, or be appointed to act as a Director of any of the Council's alternative service delivery vehicles. He/she may accept ex-officio positions with outside organisations or bodies where his/her membership stems from the position of Mayor. He/she may attend the annual meeting or other special meetings of an outside organisation or body and may accept the position of patron or president, but should not become actively involved during his/her term of office.
6. The Deputy Mayor will be chosen for election by the political group which has the majority of Council members. Prior to doing so, they may invite another political group or groups to put forward a nomination for their consideration. The Deputy Mayor will normally succeed to the Mayoralty in the following year. The selection process should normally ensure that, upon election to office, the Mayor will have served at least one term of office as a local authority councillor.
7. The Deputy Mayor will support the Mayor in the fulfilment of civic engagements, and will take the chair in the absence of the Mayor at Council meetings.
8. The Mayor may choose to organise a civic service at a venue to be chosen by him/her, and may also choose to appoint a Chaplain.
9. In his/her capacity as civic head or first citizen, the Mayor represents the Sovereign in the Borough, ranking in precedence only after the Lord Lieutenant (if attending in his official capacity representing the Queen) and members of the Royal Family. He/she should therefore officiate at all formal civic events, involving the Council, the public and press. In the absence of the Mayor, the Deputy Mayor should officiate or, at the Mayor's discretion, and always subject to his/her ruling, the appropriate Portfolio Holder may do so.
10. The Mayor and Deputy Mayor should wear their robes, chains and badges of office on all formal occasions within the Borough. At meetings of the Council, the Mayor

and Deputy Mayor should wear their robes, chains and badges of office except where they Mayor determines that robes should not be worn. OFFICIAL The Mayor and Deputy Mayor should wear their chains and badges of office when attending functions, unless they determine that the wearing of a ribbon would be more appropriate.

11. Members of the Council should be appropriately dressed at Council meetings and should stand when the Mayor enters and leaves the room or chamber where a meeting is taking place.
12. The mace should be used on all Borough ceremonial occasions and will be carried before the Mayor.
13. The offices of Mayoress or Consort and Deputy Mayoress or Consort have no legal status. The appointment to these offices is made upon the invitation of the Mayor and Deputy Mayor, but where persons other than relatives are proposed for appointment, these are at the discretion of the Civic Sub-Committee (or replacement).
14. Support is provided to the Mayor and Deputy Mayor by the Head of Governance and Democratic Services, and their accommodation shall be in the Mayor's Parlours at Macclesfield Town Hall and the Crewe Municipal Buildings.
15. In circumstances where the Mayor is indisposed, the Deputy Mayor will be requested to assume the full duties of the post of Mayor for that time, but will not take the title. Where the Deputy Mayor is similarly indisposed, the Deputy Mayor Elect or the Leader of the Council will assume his or her civic and social duties, but will not take the title.
16. The former Mayors of the Council will be presented with a medallion as a memento of their office, which should be worn on such occasions and at such event as they are advised to do so.
17. The Mayor may organise "Mayor's at Home" events, at which light refreshments will be provided.
18. The Mayor should accept as many invitations as possible to attend events and functions. Where there are conflicting invitations, the Mayor may ask the Deputy Mayor to assist.
19. Any fundraising activities undertaken for the Mayor's charity are the responsibility of the Mayor, the Mayoress and friends. Fundraising for the Mayor's charity is discretionary. Officers will only provide support to the Mayor in respect of charitable activity at formal civic occasions, the Mayoral Ball, and the selling of tickets/reservation of places. The Mayor may consider establishing a committee to assist him/her in the preparation for this activity.



Working for a brighter future together

Constitution Committee

Date of Meeting: 19 September 2019

Report Title: Review of Council and Meeting Arrangements

Senior Officer: Brian Reed, Head of Democratic Services and Governance

1. Report Summary

- 1.1. This report raises a number of matters for the Committee's consideration regarding the arrangements for Council and other meetings.

2. Recommendations

That the Committee consider the following proposals and make any necessary recommendations to Council:

- 2.1. That Council meetings be moved to Wednesdays.
- 2.2. That Council meetings other than the Annual Council meeting continue to be held in Sandbach but where a larger venue is needed for a particular occasion, a suitable venue in an alternative location be used.
- 2.3. That in future, all ordinary Council meetings start at 11.00 am.
- 2.4. That consideration be given to allowing a suitable period per speaker during public and member speaking/questions at Council and Cabinet meetings, subject to the Chairman having discretion to vary this requirement where he/she considers it appropriate.
- 2.5. That consideration be given to holding some meetings of the Public Rights of Way Committee and an overview and scrutiny committee in the evening, with any such arrangements being reviewed after 12 months.
- 2.6. That consideration be given to the seating arrangements at Cabinet meetings and whether the Committee wishes to make any observations to the Leader of the Council.
- 2.7. That consideration be given to the arrangements for dealing with Notices of Motion at Council meetings.

3. Reasons for Recommendations

- 3.1. To consider a number of issues raised by members in relation to Council and committee meetings.

4. Other Options Considered

- 4.1. The Committee may, having considered each of the matters set out in this report, decide to take no further action.

5. Background

Moving the day of Council meetings

- 5.1. At the moment, with the exception of the Annual Council meeting in May, all meetings of the Council are held at the Town Hall in Sandbach on Thursdays.
- 5.2. Thursday in Sandbach is Market Day. This attracts a considerable number of people into the town centre whilst also reducing the amount of public car parking available. This presents a problem for the 82 members of Cheshire East Council, some of whom find it difficult to find a parking space within a reasonable walking distance of the Town Hall. It also presents problems for those members who have mobility issues. The suggestion has been made therefore that Council meetings in Sandbach be held on a day other than Thursday. Given that Cabinet meetings are usually held on Tuesdays, and that members prefer to avoid Mondays and Fridays for meetings where possible, this would suggest that the most likely alternative day for Council meetings would be Wednesday. This would, of course, depend on the availability of the Town Hall or a suitable alternative venue on Wednesdays. Initial discussions with Sandbach Town Council indicate that it might be possible to use the Town Hall on Wednesdays.

Alternative venues for Council meetings

- 5.3. A possible alternative solution would be to hold Council meetings in towns other than Sandbach. In the past, Council meetings have been held at venues in Macclesfield, Crewe and Congleton although this did not prove popular with some members having to travel greater distances. In addition, the meeting rooms available in some locations were less than ideal and the acoustics were quite poor. Sandbach has therefore established itself as the optimal location, given its central position in the Borough. Where a larger venue is needed for a particular occasion, a suitable alternative venue has been used such as Tatton Hall for Mayor-making and Crewe Alexandra Football Club for the Local Plan.

Consistent start time for Council meetings

- 5.4. Members have also expressed the view that the start time for Council meetings should be consistent throughout the year. At the moment, the meetings in July and October are held at 2.00 pm, with the remaining meetings starting at 11.00 am. This was thought to have originated when some members objected to having to travel home in the dark during the winter months. However, some members have now expressed the view that there should be a consistent start time for Council meetings. It is suggested that this should be 11.00 am as currently applies to the majority of Council meetings.

Public and Member speaking time for Council and Cabinet

- 5.5. It has been suggested that a minimum period of 3 minutes should be allowed for each speaker during public and member speaking times at Council and Cabinet meetings.
- 5.6. It has also been suggested that there should be no time constraints placed on members in asking and answering questions at Council meetings.
- 5.7. The current arrangements for public and member speaking at Council and Cabinet meetings are set out below.

Member speaking/questions at Council and Cabinet meetings

- 5.8. Currently, at Council meetings, a member may ask the Mayor, the appropriate Cabinet Member or the Chairman of a Committee any question about a matter which the Council, the Cabinet or the Committee is responsible. A maximum period of 30 minutes is allowed for members's questions. Questions are selected by the Mayor, taking into account the time available. Questions are asked and answered without discussion. Following the answer to each question, the Mayor may permit the questioner to ask a concise and focussed supplementary question which relates to the subject matter of the initial question and answer. There is no specific time allocated to individual members.
- 5.9. At Cabinet meetings, a period of 20 minutes is set aside for questions to be put to Cabinet Members by Members of the Council. Notice of these questions is not required in advance of the meeting. The Leader will determine how Cabinet question time should be allocated where there are a number of Members wishing to ask questions. Usually, the 20 minute period is divided evenly among those wishing to speak. Questions must be brief, clear and focussed. Following each answer, the Leader may permit the questioner to ask a concise and focussed supplementary question which relates to the subject matter of the initial question and answer.

Public Speaking/Questions at Council and Cabinet meetings

- 5.10. At Council meetings, a total period of 15 minutes is allocated for members of the public to speak.
- 5.11. At Cabinet meetings, a period of 10 minutes is allocated for public speaking. Members of the public are not required to give notice of their wish to speak. However, where a member of the public wishes to ask a question, they must give at least 3 clear working days' notice in writing so that an informed answer may be given. Members of the public are normally allowed to speak for up to 5 minutes each, but the Chairman will decide how the public speaking time will be allocated where there are a number of speakers. The time taken by a Cabinet member or a committee chairman in responding to a question is not counted as part of the time available.
- 5.12. Concern was expressed recently when 15 public speakers at a Council meeting were allocated one minute each in which to speak. This led to calls by some members, and members of the public, for a minimum speaking time of 3 minutes per speaker.
- 5.13. In considering this matter, members will no doubt have regard to the need to balance adequate public speaking arrangements with allowing sufficient time for consideration of the substantive reports on the agenda and the decisions that arise from those reports.

Evening meetings

- 5.14. Members have requested that consideration be given to holding some meetings in the evenings so that members, and members of the public, who work during the day can more easily attend.
- 5.15. Holding some meetings in the evening would have resource implications in that Council buildings would have to remain open for longer and staff associated with the meetings would potentially be working longer hours. In addition, there may be other members, and members of the public and press, who would find evening meetings more difficult to attend, for instance if they are having to travel a considerable distance or rely on public transport which may not be available in the evenings. There will also be meetings which representatives of outside organisations regularly attend, for instance the Audit and Governance Committee and the Health and Wellbeing Board.
- 5.16. However, if members wished to pursue this further, it is suggested that in the first instance consideration be given to holding the Public Rights of Way Committee and an overview and scrutiny committee in the evening. This could then be monitored and reviewed in due course.

Seating arrangements at Cabinet

- 5.17. Following a request from the Leader, the seating arrangements for visiting members at Cabinet meetings have recently been changed. Under the previous arrangements, a row of tables with microphones was provided for visiting members, facing the Chairman and the top table. One seat at one end of the row of tables was reserved for use by members of the public wishing to speak. However, visiting members were occupying the seat reserved for public speaking, thus displacing members of the public who were then unable to face the Chairman when addressing Cabinet. In order to protect the seating arrangements for public speaking, and to provide greater clarity to the public as to which of the members present were Cabinet members and decision-makers, the row of tables was replaced with a single table, chair and microphone for use by members of the public and visiting members wishing to speak. Individual speakers would then be invited by the Chairman to come forward and sit at the table at the appropriate time, and after speaking they would return to the public seats. As a consequence, all visiting members are now required to sit in the public seats when not addressing Cabinet.
- 5.18. Concern has been expressed by some members about the revised seating arrangements at Cabinet and they have asked that the matter be referred to this Committee for consideration.
- 5.19. The Constitution Committee's terms of reference include the administrative arrangements for the Council and other meetings. However, it is for the Leader and Cabinet to determine the arrangements for the conduct and administration of Cabinet meetings subject to the requirements of the Executive and Cabinet Procedure Rules. This would include the seating arrangements. However, the Committee may wish to consider whether it wishes to make any observations to the Leader.

Procedure for Dealing with Notices of Motion at Council meetings

- 5.20. Paragraph 1.34 and Appendix 2 of the Council Procedure Rules, relating to Notices of Motion at Council meetings, provide that:
- “When a Motion has been moved and seconded the mover and seconder shall not be entitled to make a speech if the Mayor decides that it shall stand referred without discussion to such of those bodies as the Mayor may determine, for determination. However, if the Mayor considers it conducive to the despatch of business, the motion may be dealt with at the meeting at which it is initially considered.”
- 5.21. There is a view among some members that this Rule should be amended to allow the proposer and seconder of the motion at the Council meeting to

make a brief statement on the purpose of the motion before Council decides whether to refer it to a decision-making body.

- 5.22. Under the current rules, the proposer and seconder of a motion under Paragraph 1.34 may speak first on the motion when it is considered by the decision-making body to which it has been referred by Council. The matter is then opened up to wider discussion.
- 5.23. If the procedure rule is changed as suggested in paragraph 5.21 above, this could result in an impromptu debate on the motion beginning at the Council meeting which would pre-empt the consideration of the matter by the appropriate decision-making body at a later date with the benefit of a detailed report.

6. Implications of the Recommendations

6.1. Legal Implications

- 6.1.1. There are no particular legal implications arising from this report, which concerns the administrative arrangements for the Council and other meetings within the existing legal framework for such meetings.
- 6.1.2. There may be consequential amendments to the constitution arising from any changes to the current arrangements for meetings.

6.2. Finance Implications

- 6.2.1. There may be financial implications arising from the holding of evening meetings but these are not quantifiable at this point.

6.3. Policy Implications

- 6.3.1. There are no particular policy implications.

6.4. Equality Implications

- 6.4.1. There are no particular equality implications.

6.5. Human Resources Implications

- 6.5.1. There may be changes to the working conditions of some staff arising from the holding of evening meetings but these are indeterminate at this point.

6.6. Risk Management Implications

- 6.6.1. There are no particular risk management implications.

6.7. Rural Communities Implications

6.7.1. There are no direct implications for rural communities.

6.8. Implications for Children & Young People/Cared for Children

6.8.1. There are no direct implications for children and young people.

6.9. Public Health Implications

6.9.1. There are no direct implications for public health.

6.10. Climate Change Implications

6.10.1. There are no direct implications for climate change.

7. Ward Members Affected

7.1. There are no specific ward implications.

8. Consultation & Engagement

8.1. No consultation arrangements are envisaged.

9. Access to Information

9.1. The constitution can be found on the Council's website.

10. Contact Information

10.1. Any questions relating to this report should be directed to the following officer:

Name: Paul Mountford

Job Title: Executive Democratic Services Officer

Email: paul.mountford@cheshireeast.gov.uk

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