

Cabinet Member for Environment

Agenda

Date: Monday, 10th March, 2014
Time: 10.00 am
Venue: Committee Suite 1 & 2, 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 at the foot of each report.

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

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

For requests for further information

Contact: Cherry Foreman

Tel: 01270 686463

E-Mail: cherry.foreman@cheshireeast.gov.uk with any apologies

4. **Transport Grant Schemes - Large Grant Business Plans and Local Sustainable Transport Fund Grant Applications** (Pages 1 - 12)

To consider the award of grants.

5. **Land at Altrincham Road, Wilmslow** (Pages 13 - 22)

To declare the land at Altrincham Road, Wilmslow, surplus to requirements.

CHESHIRE EAST COUNCIL

REPORT TO: ENVIRONMENT PORTFOLIO HOLDER

Date of Meeting: Monday 10 March 2014
Report of: Stephanie Cordon – Head of Communities
Subject/Title: Transport Grant Schemes – Large Grant Business Plans & LSTF Grant Applications
Portfolio Holder: Cllr David Topping

1.0 Report Summary

- 1.1 The Transport & Accessibility Grant Scheme is a positive way of supporting residents to develop community-led transport initiatives which improve access to services. A total of £80,408 small grant allocations were awarded in January which will lead to positive outcomes for the residents of Cheshire East. The large grant business plan process is now underway with some creative ideas tailored to local needs. For example, one scheme is estimated to deliver 67,500 passenger miles over the first 3 years.
- 1.2 The Local Sustainable Transport Fund (LSTF) business travel planning grants support businesses and employers in their aim to encourage more people to walk, cycle, use public transport and car share for local journeys in Crewe. The first funding round in January allocated £38,810 and it is proposed to build on this success by allocating a further £29,582 in the second round, which is funded through the LSTF grant from the Department for Transport (DfT).
- 1.3 This report summarises the evaluation of the large grant business plan submissions (plus one deferred small grant application) and LSTF grant applications in line with the associated policies and assessment criteria – making recommendations on the decision to award, defer or decline.

2.0 Recommendations

- 2.1 To agree the recommendations listed below regarding the outcome of the small grant application deferred from 13 January (TAG 1) and the three large grant business plans (TAG 13, 25, 19) following a detailed evaluation.

Ref No	Organisation	Recommendation
TAG 1	Community Transport, Macclesfield District	Award - £9,999
TAG 13	Poynton Town Council – Minibus Service	Defer - £45,000
TAG 25	Poynton Town Council – Shopmobility	Defer - £20,000
TAG 19	Cheshire Community Action (CCA)	Award - £22,799

- 2.2 To agree the recommendations listed below regarding the outcome of each application for the LSTF Business Travel Planning Grant, including one deferral from 13 January (LSTF 8) and all second round applications.

Ref No	Organisation	Recommendation
LSTF 8	Trax Commercial Ltd (previously deferred)	Award - £4,750
LSTF 11	Barshaw Ltd	Award - £4,999
LSTF 12	Up and Under Group Ltd	Award - £260
LSTF 13	David Williams Cheese	Award - £2,025
LSTF 14	Urban Cheshire CIC	Award - £860
LSTF 15	South Cheshire College	Award - £4,400
LSTF 16	CTC Physiotherapy Ltd	Award - £3,935
LSTF 17	CTC Physiotherapy Ltd	Award - £4,800
LSTF 18	Leonard Brothers Veterinary Centre Ltd	Award - £412
LSTF 19	Christian Concern	Award - £3,140

3.0 Reasons for Recommendations

- 3.1 In December, Cheshire Community Action (CCA) and Poynton Town Council submitted expressions of interest for a large grant (over £10,000) through the Transport & Accessibility Grant Scheme. Both organisations were shortlisted to prepare a more detailed Business Plan setting out the costs, benefits and plans for future sustainability beyond the funding period.
- 3.2 A detailed assessment of each Business Plan has been undertaken in line with the assessment criteria in the “Policy for the Allocation of Transport & Accessibility Grants” approved by Cabinet in October 2013 (see table below). The assessment criteria provide a fair and equitable way to assess applications and award grants.

Criteria	Description
Access to Services	The project must improve access to key services and make it easier for residents to get to health care, shopping, leisure facilities and other essential services. Ideas which show innovation and creativity are encouraged.
Disadvantaged Groups	Projects which have a particular focus on disadvantaged groups or areas, such as disabled people, older people, young people and those without access to public or private transport, will be scored more highly.
Community Involvement	Applications must demonstrate a high level of community involvement, or the ability to increase community involvement and attract more participants/volunteers through the project.
Financial Sustainability	The aim is for schemes to be sustainable beyond the initial grant funding period and continue to benefit the community into the future. Applications must demonstrate the potential for the project to be sustained in the future.
Other Funding Sources	Applications which have funding contributions from the organisations own funds and/or funding support from other bodies in place or promised will be scored more highly in the assessment.

- 3.3 CCA is proposing to deliver a community car scheme in Crewe, Nantwich and the surrounding areas. CCA will recruit volunteer drivers to provide transport to vulnerable residents who require access to essential services. The proposals include detailed financial projections for the first 3 years of the project. The figures for income and expenditure demonstrate that they have a good understanding of all the costs and associated income targets/revenue streams required to sustain the scheme. They anticipate delivering 67,500 passenger miles over the first three years. CCA are requesting a grant of £22,799 and it is recommended to **award** – subject to the signing of a Grant Agreement setting out the terms and conditions of award and the agreed financial profile.
- 3.4 Poynton Town Council is proposing to use a surplus Council vehicle allocated under the Vehicle Allocation Scheme to operate a minibus service. The business plan proposes to administer, promote and market the service to residents in the Poynton LAP area to improve access to services. The project will train volunteer drivers to use the minibus and the submission provides strong evidence of community support. However, the business plan is currently under-developed in terms of financial projections and sustainability. The business plan does not include income and expenditure or demonstrate how the project will be sustained beyond the funding period. It is therefore recommended to **defer**, which will enable the business plan to be developed and considered at a second Portfolio Holder decision meeting on 20 March.
- 3.5 Poynton Town Council also propose to establish a shopmobility scheme in the town which will be located in the Cooperative Independent Living store. The business plan is applying for start up costs to allow residents and visitors with mobility problems access to amenities in the town. The business plan outlines the costs for equipment and servicing charges but doesn't quantify income or revenue streams (e.g. membership or hire fee). The business plan does not demonstrate how the project will be sustainable. It is therefore recommended to **defer**, which will enable the business plan to be developed and considered at a second Portfolio Holder decision meeting on 20 March.
- 3.6 The recommendation to defer provides an opportunity to develop more robust business plans with financial projections and outcomes clearly defined – working towards sustainable projects which will continue into the future.
- 3.7 The LSTF Grant Scheme is aimed at businesses and employers in Crewe. The applications which are recommended for award best meet the criteria in encouraging employees to walk, cycle, use public transport or car share for their journey to and from work, as well as business travel. Annex 1 includes a brief description of each application and the reasons for recommendation.

4.0 Wards Affected

- 4.1 Crewe, Nantwich, Poynton, Disley and the surrounding areas.

5.1 Local Ward Members

- 5.1 Crewe, Nantwich, Poynton, Disley and the surrounding areas.

6.0 Policy Implications

- 6.1 The policies support the delivery of the Sustainable Community Strategy, Local Transport Plan (LTP) and Ageing Well in Cheshire East Programme. Initiatives which improve accessibility have wider benefits including reduced isolation and social exclusion, and improved health and wellbeing. Promoting and enabling passenger transport, walking and cycling supports the climate change agenda through low carbon travel choices. The LSTF business travel planning project directly supports the All Change for Crewe regeneration programme by helping to unlock the growth potential of Crewe.

7.0 Financial Implications

- 7.1 In October, Cabinet agreed the allocation of £250,000 for the grant scheme from the approved 2013/14 base budget. The Portfolio Holder decision meeting on 13 January awarded a total of £80,408 for small grant schemes. The recommendations in this report award a further £32,798 – with a cumulative total of £113,206.
- 7.2 Two business plans have also been deferred for decision until 20 March, which have a combined value of £65,000. If subsequently approved, the value of all the small and large grant applications for 2013/14 is £178,206, which is well within the approved base budget.
- 7.3 The LSTF Business Travel Planning Grant Scheme is fully funded by a grant from the DfT. The programme allocation for 2013/14 is £75,000 capital and £18,000 revenue. The Portfolio Holder decision meeting on 13 January awarded a total of £38,810. It is recommended that a further £29,582 is awarded in the second round at the Portfolio Holder meeting on 10 March – bringing the overall totals to £58,338 capital and £10,054 revenue.
- 7.4 The Portfolio Holder decision meetings on 10 March and 20 March would commit the funding in 2013/14 allowing the grant values to be accrued for this financial year.

8.0 Legal Implications

- 8.1 The policy for each scheme has already been approved by Cabinet who have delegated the authority for the assessment of applications and the decisions on award of grants to the Portfolio Holder for the Environment (or subsequent Cabinet Member with responsibility for transport).
- 8.2 In all cases there is a condition requiring each organisation to report back to the Council on the expenditure of the grant. Consideration has also been given in each case to the imposition of other appropriate conditions (see Annex 1).
- 8.3 Organisations awarded small grants (up to £9,999) are required to sign a Grant Offer Acceptance Form confirming that the grant will be spent in line

with the application and terms and conditions of funding and ensuring that the grant can be recovered should it not be spent in accordance with the terms and conditions of funding. Organisations seeking a large grant will be required to sign a Grant Agreement to reflect the higher value of the grant award. The Grant Agreement will set out the terms and conditions of the grant award and will be tailored to each project and the agreed financial profile.

- 8.4 As part of the application form, organisations have been required to disclose any other sources of funding to assess and guard against any potential state aid issues. It is unlikely that organisations have been or will be allocated grant funding in excess of the current de minimis levels applicable to state aid of around £150,000 (200,000 Euros) over 3 years but it is prudent for the Council to monitor any potential state aid.

9.0 Risk Management

- 9.1 The policies relevant to each scheme make clear that grants are awarded specifically for the purpose stated in the application and that should it be spent in any other way, without written approval from the Council, the organisation may become liable to return the monies paid.
- 9.2 To ensure expenditure in line with the approved grant application and compliance with funding conditions, the grant offer letters / Grant Agreements will set out a monitoring process to provide suitable safeguards to ensure that grants are spent appropriately and deliver value for money (etc). Failure to provide monitoring information within the timescale may result in the Council recovering all or part of the grant paid.

10.0 Background and Options

- 10.1 The associated policy documents are available on the Councils website or LSTF Smarter Ways to Travel web page - www.allchangeforcrewe.co.uk/smartertravel

11.0 Access to Information

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

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ANNEX 1 – APPLICATION ASSESSMENT & EVALUATION

Transport & Accessibility Grant Scheme – Small Grant Applications

TAG 1 – Community Transport, Macclesfield District (CTMD)

Total project cost: £9,999. Amount requested: £9,999

CTMD wish to continue their community car scheme in Macclesfield, Wilmslow, Knutsford and surrounding areas. Their application was originally deferred due to insufficient information. The supplementary information now defines the areas of operation, estimates the numbers of people who will benefit (2,355 passenger journeys), as well as total expenditure (£6,537 plus admin, staffing and overheads) and income (£7,462). The information has now been supplied and it is recommended that the amount requested is awarded.

Transport & Accessibility Grant Scheme – Large Grant Applications

TAG 19 – Cheshire Community Action (CCA) Total project cost: £22,799

CCA proposes to deliver a community car scheme in the Crewe, Nantwich and surrounding areas. CCA will recruit volunteer drivers to support their local communities by providing transport to vulnerable residents who require access to essential services. CCA already has considerable knowledge of operating community car schemes elsewhere in Cheshire. CCA has submitted a robust business plan submission for their community car scheme with financial projections for the first 3 years of the project. The Grant Agreement will make clear that there is no commitment for repeat grant funding in subsequent years. The final financial profile will therefore be agreed and appended to the Grant Agreement. CCA anticipate delivering 67,500 passenger miles over the first three years from the £22,799 grant award. It is therefore recommended to award – subject to the signing of a Grant Agreement setting out the terms and conditions of award and the agreed financial profile.

TAG 13 – Poynton Town Council

Total project cost: £47,500 Amount requested: £45,000

Poynton Town Council is proposing to use a surplus Council vehicle allocated under the Vehicle Allocation Scheme to operate a minibus service. The business plan proposes to administer, promote and market the service to residents in the Poynton LAP area to improve access to services. The project will train volunteer drivers to use the minibus and the submission provides strong evidence of community support. However, the business plan is currently under-developed in terms of financial projections and sustainability. The business plan does not include income and expenditure or demonstrate how the project will be sustained beyond the funding period. It is therefore recommended to defer, which will enable the business plan to be developed and considered at a second Portfolio Holder decision meeting on 20 March.

TAG 25 – Poynton Town Council

Total project cost: £22,500. Amount requested: £20,000

Poynton Town Council also proposes to establish a shopmobility scheme in the town which will be located in the Cooperative Independent Living store. The business plan is applying for start up costs to allow residents and visitors with mobility problems access to amenities in the town. The business plan outlines the costs for equipment and servicing charges but doesn't quantify income or revenue streams (e.g. membership or hire fee). The business plan does not demonstrate how the project will be sustainable. It is therefore recommended to defer, which will enable the business plan to be developed and considered at a second Portfolio Holder decision meeting on 20 March.

LSTF Business Travel Planning Grants

LSTF 8 - Trax Commercial Ltd

Total cost of Project - £4,850, Amount Requested - £4,750

Trax Commercial (based at Storage Boost (Crewe) Ltd) had previously applied for an LSTF Business Travel Planning Grant, although the decision was deferred as the information provided at that time did not appear to be distinctly different from the application made by Storage Boost (Crewe) Ltd. Further information has now been received to clarify the application, which confirms that the two applications are entirely separate.

Trax Commercial is refurbishing the old Royal Mail depot, which is close to its base location at Storage Boost. The new building is expected to be partially open in February 2014 and the site has limited car parking facilities. It is anticipated that by the end of the refurbishment, there will be 40-75 parking spaces with at least 100 employees and an annual intake of apprentices and young people to the Rail Academy, which will also be located in the Royal Mail depot. The site currently has no secure areas for bicycle storage and Trax Commercial recognises that it has a location that is ideally reached through smarter travel modes. As a result, it wishes to purchase and install secure covered bicycle storage for use by its customers, clients and office workers. Trax Commercial recognises that its location means that it could extend the use of the bike rack to neighbouring businesses and to train users on completion of the new Crewe Train Station. Trax Commercial will match fund this application through its time input. It is therefore recommended that Trax Commercial is awarded the full amount requested.

LSTF 11 - Barshaw Ltd

Total cost of Project - £5,800, Amount Requested - £4,999

Barshaw Ltd is the owner of the Lyme Building, Westmere Drive, Crewe Business Park, which is currently tenanted by South Cheshire Chamber of Commerce Industry Ltd and the Chemical Business Association. Approximately half of the building is currently vacant. When fully occupied, there should be approximately 100 employees in the whole building. Both tenants have asked the building management for the provision of secure bike storage and shower facilities. Barshaw Ltd has also recognised that this would be an additional 'selling point' to encourage new tenants to the building, as well as promote healthier lifestyles for existing and new tenants. Barshaw Ltd is committing some of its own budget to this application. It is therefore recommended that Barshaw Ltd is awarded the full amount requested.

LSTF 12 - Up and Under Ltd

Total cost of Project - £519.96, Amount Requested - £259.98

Up and Under Ltd employs almost 20 staff, a number of which have used their own bikes when the company has been working with Sustrans or other clients with bike accessible structures. At the end of the working day, the bikes have to go back into cars or vans and can be very dirty, given the locations of the structures that Up and Under surveys and maintains. It is estimated that when a bike is used to complete local access to a job, the saving is around 10-20 miles per day. A member of staff has made the company aware of a portable bike cleaner that can be carried in a car or van and can be used to clean bikes at the end of the working day. Regular maintenance would be undertaken by the company's Store Keeper. The company currently has 10 vehicles and would eventually like to have 10 portable bike cleaners – one for each vehicle. Initially it is proposed to purchase four, two of which would be covered by this application and two funded by Up and Under Ltd. They will also provide match funding through staff time input, although this has not been quantified in the application. It is therefore recommended that Up and Under Ltd is awarded the full amount requested.

LSTF 13 - David Williams Cheese

Total cost of Project - £2,025.40, Amount Requested - £2,025.40

David Williams Cheese, based at Crewe Enterprise Park, has approximately 20 permanent staff and regularly uses agency staff. The site is not well served by public transport and early starts and variable finish times means public transport is not an easy option for most staff. It has also been recognised that travelling down Weston Road by bike is also a difficult option, given the road width and the condition of the footpath. David Williams Cheese is keen to encourage staff to cycle safely to work. It is therefore proposing to purchase a secure covered bike rack, available to its staff and those of neighbouring businesses, and 10 sets of bike lights to loan to employees. It will provide match funding through its time input, although this has not been quantified in the application. It is therefore recommended that David Williams Cheese is awarded the full amount requested.

LSTF 14 - Urban Cheshire CIC

Total cost of Project - £1,059.86, Amount Requested - £859.86

Urban Cheshire is an alternative education provider delivering inclusive creative arts programmes and nationally recognised qualifications for the local community (Coppenhall and St Barnabas wards), including NEETs and those from disadvantaged backgrounds. Many users of the facilities at the Chuff Chuff Building are 16-25 years old and unemployed, with low disposable income and limited resources. Urban Cheshire actively supports the local community and encourages young people to participate in regular activity, so that it becomes an established pattern. Many young people currently arrive at Chuff Chuff by bike but there is no secure bike storage. Urban Cheshire CIC is proposing to install secure covered bike storage, with security lighting, to encourage more young people to use the facilities available without the fear of the loss of their bikes. Urban Cheshire anticipates that approximately 35 young people, 5 volunteers and 2 employees will benefit from the installation of secure bike storage. Urban Cheshire CIC will match fund this application through its time input. It is therefore recommended that Urban Cheshire CIC is awarded the full amount requested

LSTF 15 - South Cheshire College

Total cost of Project - £5,400, Amount Requested - £4,400

South Cheshire College has implemented several measures to increase use of sustainable modes to the college. Currently, over 400 staff and more than 2,000 students have no easily accessible and convenient space to store clothing and footwear used to walk to the college. As this would then need to be carried for the rest of the day, this is considered to be a deterrent to walking. Numbers of walkers will be determined via the College's regular travel survey and a Walking Group established. It is known that some staff and students already walk to the college and there has been a decrease in single occupancy cars coming on site. A room has been identified that could be converted for storage of walking equipment and this could also be made available to cyclists. The College will also promote safer walking routes, linking with the smarter ways to travel initiative and other appropriate programmes (e.g. healthy eating and walking 'buddy'). The college will match fund this application through its time input.

The breakdown of proposed costs is:

- Capital - £3,500 for conversion of room to storage/drying facility to accommodate lockers, seating and provide clothes drying facilities for walkers and cyclists.
- Revenue - £900 for display materials, internal signage and publicity materials to promote sustainable travel options.

It is therefore recommended that South Cheshire College is awarded the full amount requested and the following condition is met:

- All promotional material will reference LSTF support.

LSTF 16 - CTC Physiotherapy Ltd

Total cost of Project - £3,935, Amount Requested - £3,935

CTC Physiotherapy Ltd (trading as CTC Healthcare) has recognised the potential for its 30 staff and many visitors to cycle to its clinic on Crewe Business Park. It is therefore proposing to install secure bike storage and a bench outside its premises, which will also be available to neighbouring businesses. It will also establish a cycle to work scheme and include appropriate PPE, cycling awareness/promotion activities and bike maintenance workshops for staff members. As well as the cycle to work scheme, CTC Physiotherapy Ltd is proposing to incentivise staff to use public transport by providing a 10% discount on annual bus passes. Car sharers will be encouraged with a claimable mileage rate of 23p/mile. It will provide match funding through its time input, although this has not been quantified in the application

The breakdown of proposed costs is:

- Capital - £1,985 for secure cycle storage and outdoor seating.
- Revenue - £1,550 for cycle maintenance and a cycle to work scheme.
- Revenue - £400 to subsidise public transport journeys by staff.

It is recommended that CTC Physiotherapy Ltd is awarded the full amount requested and the following conditions met:

- Free cycle safety checks are offered in connection with the LSTF support, delivered by Cheshire East Council's Leisure Development team.
- Commuter bike training is offered in connection with the LSTF support, delivered by Cheshire East Council's Leisure Development team.
- All promotional material will reference LSTF support.
- All discounted/subsidised travel costs will be itemised and recorded for audit purposes.

LSTF 17 - CTC Physiotherapy Ltd

Total cost of Project - £5,100, Amount Requested - £4,800

CTC Physiotherapy Ltd (trading as CTC Healthcare) has identified the opportunity to work with other businesses located on Crewe Business Park through the implementation of a 'walk to work' scheme, with an element of competition. It is proposed that each business can implement a maximum of 10 teams of five people, with everyone encouraged to walk all or part of the way to work, with the aim of recruiting 250 competitors. The competition will be incentivised with a non-monetary prize (bike and PPE). The competition will be promoted and sustained with the distribution of pedometers and health screening both pre and post event. Businesses will be encouraged to continue the challenge. CTC Physiotherapy Ltd is therefore proposing to organise and promote the event, purchase appropriate incentives, provide health screening for all entrants and monitor and audit the event.

It is recommended that CTC Physiotherapy Ltd is awarded the full amount requested and the following conditions met:

- The LSTF Business Travel Planning Officer is actively engaged with the programme.
- All promotional material will reference LSTF support.

LSTF 18 - Leonard Brothers Veterinary Centre Ltd

Total cost of Project - £412.32, Amount Requested - £412.32

The Crewe branch of Leonard Brothers Veterinary Centre Ltd has 12 staff, many of whom have expressed an interest in cycling to work. Benefits are recognised including general well-being, increased productivity and fewer cars in the car park. This would make more spaces available for clients who have to come to the Centre by car. In order to encourage staff to cycle to work, the Centre is proposing to install secure lockers for storage of cycling equipment and clothing. It has also recognised the value of making infrequent cyclists feel safer with the proposed purchase of

high visibility cycle belts for staff. The Centre has suggested approaching local bike stores for regular 'bike safety checks' and safety training for cycling on roads. It will provide match funding through its time input, although this has not been quantified in the application. It is therefore recommended that Leonard Brothers Veterinary Centre Ltd is awarded the full amount requested and the following conditions are met:

- Free cycle safety checks are offered in connection with the LSTF support, delivered by Cheshire East Council's Leisure Development team.
- Commuter bike training is offered in connection with the LSTF support, delivered by Cheshire East Council's Leisure Development team.

LSTF 19 Christian Concern

Total cost of Project - £5,060, Amount Requested - £3,140

Christian Concern has identified that one barrier to cycling to work is people's fears and concerns of being able to fix problems with their bikes. As a result, it is proposing to run monthly 'Tea & Tinker' sessions at St Paul's for local employers to encourage their staff to attend. The aim of these sessions is to learn basic maintenance (punctures, broken chains, fitting cables). Attendees will be invited to go on a led ride or be accompanied from their home to place of work and be able to network with other commuting cyclists. Christian Concern anticipates a minimum of 48 attendees at the sessions. In order to provide these sessions, Christian Concern proposes to purchase additional cycle stands and tool trays, as well as train four staff on 'Ride Leader' courses. Christian Concern are match funding this application with its own time and budget and also has matched funding from Community First.

The breakdown of the proposed total cost is:

- Capital - £1,780 for development of the workshop to accommodate increased users, bike stands, tool trays and workshop tools.
- Revenue - £3,280 for Ride Leader training for four employees, publicity materials for the Tea & Tinker sessions and staffing of 24 two-hour sessions. Funding has been requested to cover £1,360 of these costs, with the remaining £1,920 covered by match funding.

It is therefore recommended that Christian Concern is awarded the full amount requested and the following conditions are met:

- The Ride Leader training is undertaken in connection with the LSTF support, delivered by Cheshire East Council's Leisure Development team.
- The LSTF Business Travel Planning Officer is actively engaged with the Tea & Tinker programme.
- All promotional material will reference LSTF support.

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CHESHIRE EAST COUNCIL

Cabinet

Date of Meeting:	10 th March 2014
Report of:	Property Services
Subject/Title:	Declare Land at Altrincham Road, Wilmslow surplus to Highways requirements
Portfolio Holder:	Cllr David Topping

1.0 Report Summary

- 1.1 The purpose of this report is to declare land shown edged red on the attached plan at Altrincham Road, Wilmslow surplus to requirements for Highways purposes in order to proceed with the sale to Mr John & Mrs Marjorie Meacham.
- 1.2 Approval from Director of Economic Growth and Prosperity (see attached) has already been received for the sale of land at Altrincham Road, Wilmslow (known as Land inside bend Altrincham Road, North Brybour Lodge Wilmslow) to Mr John & Mrs Marjorie Meacham on terms and conditions to be determined by the Property Portfolio Manager and Borough Solicitor.

2.0 Recommendations

- 2.1 To declare the land at Altrincham Road, Wilmslow (known as Land inside bend Altrincham Road, North Brybour Lodge Wilmslow) surplus to requirements for highway purposes in order for the sale of the said land to proceed.

3.0 Reasons for Recommendations

- 3.1 Highway services have confirmed the land is surplus to operational requirements.
- 3.2 As the land is surplus to operational requirement, the land needs to be formally declared surplus to requirements for highway purposes by the Portfolio Holder in order for the proposed sale to complete.
- 3.3 It is considered that the land has no reasonable beneficial value to any other party other than to the owners of the adjacent land, Mr John & Mrs Marjorie Meacham. It is therefore considered appropriate to sell the land to Mr John & Mrs Marjorie Meacham without offering it to the open market.

- 3.4 A sale would relieve the Council from any future maintenance liability.

4.0 Wards Affected

- 4.1 Wilmslow West and Chorley Ward

5.0 Local Ward Members

- 5.1 Cllr Gary Barton
Cllr Wesley Fitzgerald

6.0 Policy Implications

- 6.1 The land is considered to be surplus to the requirements of Cheshire East Council.

7.0 Implications for Rural Communities

- 7.1 N/A

8.0 Financial Implications

- 8.1 Cheshire East Council will receive a revenue receipt of £5,500 for the sale of the land. A sale can only proceed if the land is formally declared surplus to requirements.

9.0 Legal Implications

- 9.1 The Land is required to be formally declared surplus to operational requirements in order for the land to be disposed of as the land was acquired by the Council for Highways purposes.
- 9.2 S.123 of the Local Government Act 1972 gives power to any local authority to dispose of land on such terms and conditions that it wishes subject to it securing the best consideration reasonably obtainable.
- 9.2 The land may be sold to a named party in accordance with the Cheshire East Council's policy, where the sale is considered to be the only reasonable disposal opportunity available in relation to the land in question and best consideration is to be obtained.

10.0 Risk Management

- 10.1 There are no perceived risk management issues

11.0 Background and Options

- 11.1 Cheshire East Council (CEC) was approached by Mr John & Mrs Marjorie Meacham to purchase the land outlined in red on the attached plan.
- 11.2 Following this request, Asset Management confirmed with Highways that the land could be sold. Highways have stated the land is surplus to operational requirements.
- 11.3 A value of £5,500 (plus Legal and Surveyor fees) and suitable terms and conditions of disposal have provisionally been agreed with Mr John & Mrs Marjorie Meacham. This constitutes best consideration.

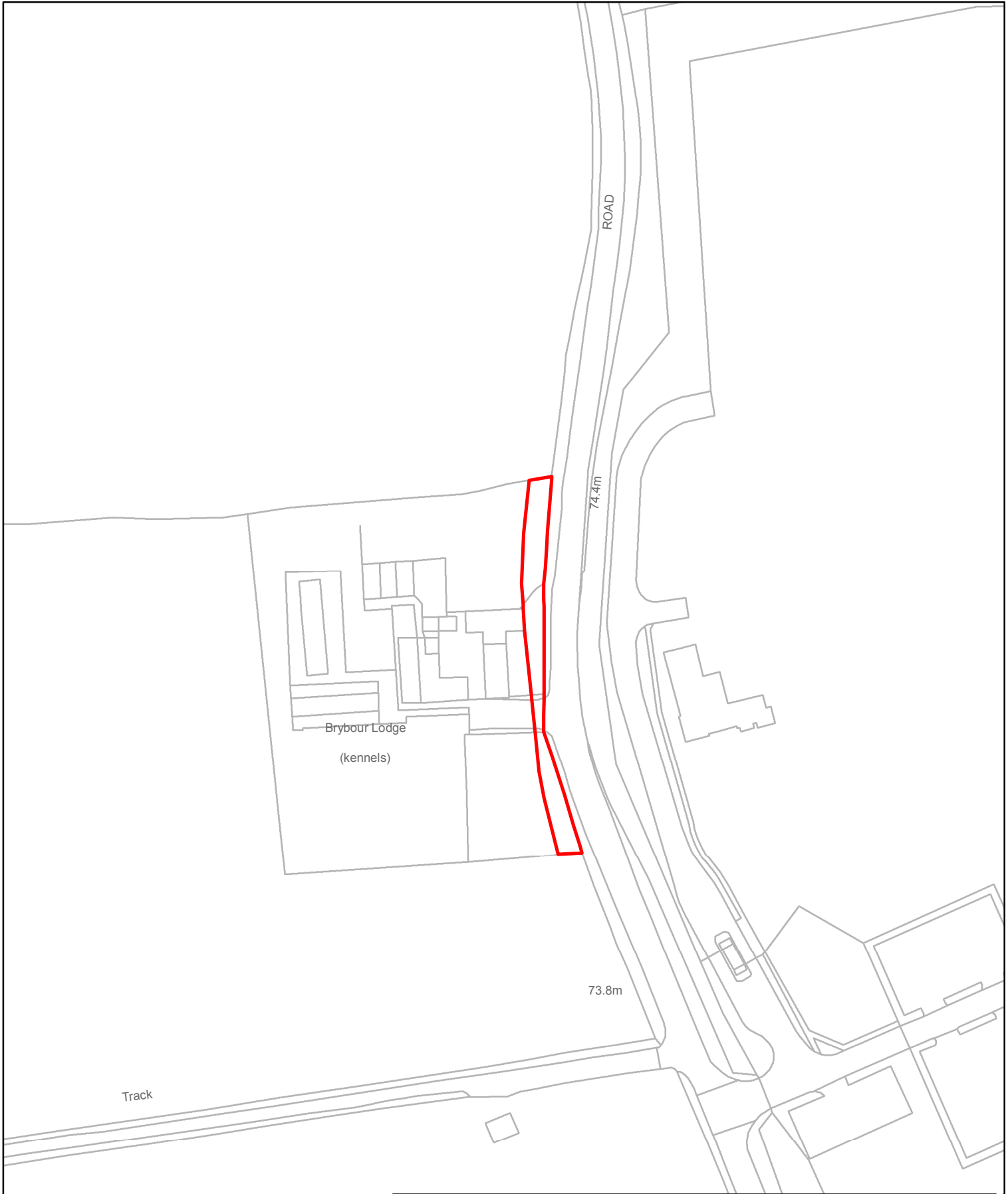
12.0 Access to Information

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

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Designation: Surveyor
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Land at Altrincham Road, Wilmslow
(Demised area outlined in red)



Plan Ref: PM Altrincham Road

Date: 4th Oct 2013

Scale: 1:1,250



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OFFICER DECISION RECORD

RECORD OF DELEGATED DECISION TAKEN BY AN OFFICER UNDER THE COUNCIL'S CONSTITUTION

Matter decided: : To consider the sale of land at Altrincham Road, Wilmslow adjacent to Brybour Kennels to Mr John & Mrs Marjorie Meacham as detailed in Appendix No.1 and as shown on the attached plan on terms and conditions to be determined by the Director of Economic Growth and Prosperity or any officer she may nominate..

Decision Date: 28th October 2013

Decision Taking Officer: Caroline Simpson – Director of Economic Growth and Prosperity

Part 3, Paragraph 16.8.11 of Cheshire East Council Constitution (edition 11th September 2013)

Key Executive Decision

NO

It is important to record here whether this is not a Key Decision (see definition overleaf) in respect of executive functions taking into account the definition of such functions and decisions in the Council's Constitution as the Call-in procedures operate in relation to Key Decisions taken by officers.

THE DECISION

To consider the sale of land at Altrincham Road, Wilmslow adjacent to Brybour Kennels to Mr John & Mrs Marjorie Meacham as detailed in Appendix No.1 and as shown on the attached plan on terms and conditions to be determined by the Director of Economic Growth and Prosperity or any officer she may nominate..

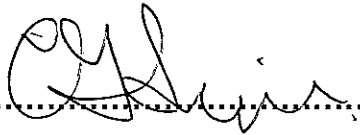
That the land be sold at a value of £5,500 on terms and conditions as determined by the Director of Economic Growth and Prosperity or any officer she may nominate.

REASONS FOR THE DECISION

As detailed within the attached report marked Appendix No.1

ALTERNATIVE OPTIONS CONSIDERED IN ARRIVING AT THE DECISION

As detailed within the attached report marked Appendix No.1

Signed by the Decision Taking Officer 

Designation Director of Economic Growth & Prosperity

Date 11/11/13

Approved by:
(if needed see note (2))

Date

Signed by Cabinet
Member for [insert]
(if needed see note (3))

Date

NOTES

(1) Please record here the relevant paragraph of the Officer Scheme of Delegation within the Constitution under which the officer is acting and/or confirm that the officer is acting under a sub-delegation from another officer. If acting pursuant to a sub-delegation please ensure that a copy of the sub-delegation is appended to the decision form. If an officer is unsure about his/her powers to take the decision, he/she should seek advice from the relevant officer in Legal Services.

(2) The Constitution provides that certain decisions may be taken by an officer with the approval of another officer. For example, the decision to institute legal proceedings may be taken by CMT members with the approval of the Borough Solicitor. In such cases the form should be signed by the approving officer in addition to the decision-maker.

(3) The Constitution provides that certain decisions may be taken by an officer in consultation with the relevant Cabinet Member. In such cases the form should be signed by the Cabinet Member prior to the decision-maker in order to evidence the consultation with that Cabinet Member.

(4) Where the decision is a "Key Decision" a copy of this record must be sent to the Borough Solicitor and the Director of Finance and Business Services as soon as it has been signed to enable the decision to be published by the Borough Solicitor within two working days of it being made. The call-in period of a further five clear working days will then operate. This period cannot start until the decision is published. A decision here must not be implemented until the call-in period has elapsed (normally five clear working days in all) and no notice has been served. If a call-in notice is served you will be advised of the process and no action must be taken on the decision which is technically suspended.

(5) For Key Decisions, any relevant supporting papers, or document references (background documents), should be described (with details of where they can be accessed – e.g. file number) to this document and where they were a material consideration leading to the decision.

DEFINITION – "KEY DECISION"

A decision which is likely to (a) result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

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