

Environment and Communities Committee

Agenda

Date:	Thursday, 27th July, 2023
Time:	10.00 am
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 at the top of each report.

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

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

1. **Apologies for Absence**

To note any apologies for absence from Members.

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. **Minutes of Previous Meeting** (Pages 5 - 10)

To approve as a correct record the minutes of the previous meeting held on 8 June 2023.

For requests for further information

Contact: Josie Lloyd

Tel: 01270 686466

E-Mail: josie.lloyd@cheshireeast.gov.uk with any apologies

4. **Public Speaking/Open Session**

In accordance with paragraph 2.24 of the Council's Committee Procedure Rules and Appendix on Public Speaking, set out in the [Constitution](#), a total period of 15 minutes is allocated for members of the public to put questions to the committee on any matter relating to this agenda. Each member of the public will be allowed up to two minutes each to speak, and the Chair will have discretion to vary this where they consider it appropriate.

Members of the public wishing to speak are required to provide notice of this at least three clear working days in advance of the meeting.

5. **Sustainable Drainage Supplementary Planning Document** (Pages 11 - 162)

To consider a report seeking approval to consult on the final draft of the Sustainable Drainage Supplementary Planning Document (SDP).

6. **Provisional Financial Outturn 2022/23** (Pages 163 - 230)

To receive an overview of the Cheshire East Council provisional outturn for the financial year 2022/23.

7. **MTFS 92 Green Waste Subscription - Implementation Update** (Pages 231 - 254)

To receive an update on the progress in delivering the Green Waste subscription charge which is a key element of the Council achieving a balanced budget in the councils Medium Term Financial Strategy (MTFS) 2023-27.

8. **MTFS 93 Libraries Service Review - Implementation Update** (Pages 255 - 548)

To receive an on update the progress of the implementation of the Cheshire East Libraries Service Review following the approval of the Council's Medium Term Financial Strategy 2023-27.

9. **Standing Item: Members Advisory Panel: Cheshire East Cemeteries Strategy Review**

To receive a verbal update from the Chair of the Member Advisory Panel.

10. **Standing Item: Working Group: Household Waste & Recycling Centres**

To receive a verbal update from the Chair of the Working Group.

11. **Work Programme** (Pages 549 - 554)

To consider the work programme and determine any required amendments.

Membership: Councillors J Bird, M Brooks, L Buchanan, T Dean, A Farrall, S Gardiner, D Jefferay, B Posnett, H Seddon, L Smetham, J Snowball (Vice-Chair), M Warren (Chair) and H Whitaker

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Environment and Communities Committee**
held on Thursday, 8th June, 2023 in the Committee Suite 1,2 & 3, Westfields,
Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor M Warren (Chair)
Councillor J Snowball (Vice-Chair)

Councillors M Brooks, L Buchanan, T Dean, A Farrall, S Gardiner, B Posnett,
H Seddon, L Smetham, L Anderson, D Edwardes and J Saunders

OFFICERS IN ATTENDANCE

Tom Shuttleworth – Interim Director of Environment and Neighbourhoods
Jane Gowing – Interim Director of Planning
Tracy Baldwin – Finance Manager
Mandy Withington – Legal Team Manager
Josie Lloyd – Democratic Services Officer

75 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Bird, Cllr Jefferay and Cllr Whitaker. Cllr Anderson, Cllr Edwardes and Cllr Saunders attended as substitutes.

76 DECLARATIONS OF INTEREST

In the interest of openness, the following declarations of interest were made in relation to item 5, Notice of Motion: Silica Sand Extraction Site Buffer:

Cllr Gardiner declared that he was a member of the Strategic Planning Board.

Cllr Seddon declared that she was a member of the Strategic Planning Board, was a member of Congleton Town Council and lived close to a proposed quarry site.

Cllr Brooks declared that she was a member of the Strategic Planning Board.

Cllr Smetham declared that she was a member of the Strategic Planning Board and had two sand quarries within her ward.

77 MINUTES OF PREVIOUS MEETING

RESOLVED:

That the minutes of the meeting held on 30 March 2023 be agreed as a correct record.

78 PUBLIC SPEAKING/OPEN SESSION

Cllr Robert Douglas from Congleton Town Council attended the meeting to speak in relation to item 5, Notice of Motion: Silica Sand Extraction Site Buffer. Cllr Douglas referred to a proposed silica sand quarry site at Somerford Farm and his concerns about silicosis. Cllr Douglas stated that the company proposing to open this site, Sibelco, had written to residents but that the majority of the letters were not received. Sibelco had advised that dust from the site will sometimes reach the properties but that it would not contain dangerous particles; however Cllr Douglas stated that residents did not have confidence in these assurances. Cllr Douglas asked Cheshire East Council to consider that independent air quality monitors be installed at varying distances for new silica sand quarry sites to ensure that the level of silica particles remain within legal limits.

79 NOTICE OF MOTION: SILICA SAND EXTRACTION SITE BUFFER

The committee received the report in response to a Notice of Motion put to full Council in February 2023.

A query was raised as to the Private Members' Bill which was put forward in the UK Parliament in December 2021 in relation to this matter. This bill had not progressed and therefore currently had no legal status. The Council was following national guidance; however, if national policy should change, the Council would ensure compliance. It was noted that, when planning applications were submitted, there were requirements for compliance with other regulations such as health and safety.

RESOLVED (by majority):

That the Environment and Communities Committee:

1. Note the national guidance and proposed local planning policy position in relation to air quality including crystalline silica dust.
2. Reconfirm the Council's proposed approach as set out in the draft Minerals and Waste Plan and that the matter be considered in the normal way through the statutory local plan preparation process.

80 ENVIRONMENT AND COMMUNITIES COMMITTEE BUDGETS 2023/24

The committee received the report which set out the allocation of the approved budgets for 2023/24 to the Environment and Communities Committee.

A concern was raised by Members who had voted against the budget that agreeing to note the report would suggest they supported it. Members were advised that the budget was approved in February and that the intention of this report was to keep the committee updated but that there would be further opportunities for decisions throughout the year in relation to some of the proposals. It was requested that it be recorded in the minutes that the Conservative members did not wish to support the noting of this report.

A query was raised as to the items within the budget that were subject to consultation, such as charging for green waste collection, and what the implications would be if the results of the consultation did not support the proposal. The committee were advised that the budget would need to remain balanced and therefore proposals for alternative items would need to come forward. Reports on the implementation of the planned proposals would be brought to committee throughout the year.

A request was made for fewer non-decision reports to be brought to committee meetings going forward as this was a decision making meeting.

RESOLVED:

That the report be noted.

81 2022/23 ANNUAL PERFORMANCE REVIEW - ENVIRONMENT AND NEIGHBOURHOOD SERVICES

The committee received the report which provided an update on the performance across Environment and Neighbourhood Services for the financial year 2022-23 against the relevant priorities, actions and measures of success within the Council's Corporate Plan 2021-25.

Members thanked the Planning team for their work in reducing the backlog.

A query was raised regarding the figures for registered library users and whether children under five were included in this. Officers undertook to clarify this following the meeting.

There was discussion around communications and ensuring that policy decisions were communicated clearly to residents in a way that all can understand. It was noted that it had been recognised that more structured communications were needed and that there were plans for taking this

forward. It was suggested that this could include engaging with outside organisations where appropriate to ensure a consistent message.

RESOLVED:

That the report be noted.

82 APPOINTMENTS TO SUB-COMMITTEES, WORKING GROUPS, PANELS, BOARDS AND JOINT COMMITTEES

The committee received the report which sought approval from the Environment and Communities Committee to appoint members to the Cemeteries Strategy Member Advisory Panel, the Household Waste and Recycling Centres Working Group, the Local Plan Member Reference Group and to establish and appoint members to the Section 106 Member/Officer Working Group.

A motion was moved and seconded to amend the wording of the recommendations in the report to clarify that the committee were agreeing to the appointment of members to these working groups and that they be submitted to the Head of Democratic Services and Governance in consultation with the Group Leaders and Group Administrators. This was carried unanimously.

RESOLVED (unanimously):

That the Environment and Communities Committee:

1. Agree to the appointment of Members to the Cemeteries Strategy Member Advisory Panel and note its Terms of Reference
2. Agree to the appointment of Members to the Household Waste and Recycling Centres Working Group and agree that the Terms of Reference be reviewed and confirmed at its first meeting
3. Agree to the appointment of Members to the Local Plan Member Reference Group as follows: Con: 3; Lab: 3; Ind: 1; Lib Dem: 0; NGI: 0 and note its Terms of Reference
4. Agree to the establishment and appointment of Members to the Section 106 Member/Officer Working Group and agree that its Terms of Reference be agreed at its first meeting
5. Agree that the names of the Members appointed will be submitted to the Head of Democratic Services and Governance in consultation with the Group Leaders and Group Administrators

83 WORK PROGRAMME

A request was made for the report on green waste collection charges to include the implications, such as the environmental impact of residents using black bins instead or the risk of other costs arising. A further request was made for the business plan to be shared with the committee.

A query was raised regarding the Cleaner Crewe project and whether this could be rolled out to other areas of the borough. Members noted that the resources may not be available for wider roll out but that this could be looked at. A briefing on this project had taken place prior to the recent elections and could be repeated if required for new members.

A request was made for more information on the Dog Fouling and Dog Control Public Spaces Protection Order and the Alley Gating Public Spaces Protection Order. Officers undertook to share more information on these items following the meeting.

RESOLVED:

That the work programme be noted.

The meeting commenced at 10:00 and concluded at 11:19

Councillor M Warren (Chair)

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OPEN

By virtue of paragraph(s) X of Part 1 Schedule 1 of the Local Government Act 1972.

Environment and Communities Committee**27 July 2023****Sustainable Drainage Supplementary Planning Document**

Report of: Jane Gowing, Interim Director of Planning**Report Reference No: EC/03/23-24****Ward(s) Affected: All****Purpose of Report**

- 1 This report seeks approval to consult on the final draft of the Sustainable Drainage Supplementary Planning Document (SDP).
- 2 The document provides guidance on policies held in the Development Plan and contributes to creating a thriving and sustainable place by ensuring new development is appropriately controlled to protect and support our borough.

Executive Summary

- 3 This report seeks approval to carry out four weeks of public consultation on the final draft Sustainable (urban) Drainage Systems Supplementary Planning Document ("SuDS SPD").
- 4 SuDS are design and engineering solutions to manage surface water. Water management practices can vary significantly from multiple small scale, landscape and design led solutions that work with green space and habitats to delay and manage run off, to 'hard' engineering projects that store excess water to more slowly release into the mains water system over time. This SPD provides guidance on the preferred approach for development in Cheshire East and sets out the ways in which development sites are expected to work with water and manage drainage on site.
- 5 The preparation of a Supplementary Planning Document involves two stages of public consultation. The first consultation stage was carried out

on a draft document between 9th August and 20th September 2021, receiving representations from 32 contributors.

- 6 A report of consultation is included at Appendix B setting out the feedback from stage one, and how the document has been altered in response to that feedback. Comments received from consultation on the final draft of the document will also be considered, ahead of the SPD being considered for adoption by the Council.
- 7 Once adopted, the SPD will provide additional planning policy guidance on the implementation of Local Plan Strategy policies SE13 'Flood Risk and Water Management', and the Site Allocations and Development Policies Document (SADPD) Policy ENV 6' Surface Water Management and Flood Risk'. The SPD, once adopted, will be a material consideration in decision making on planning applications and support the delivery of key policies in the Development Plan.

RECOMMENDATIONS

The Environment and Communities Committee is recommended to:

1. Approve the final draft SuDS Supplementary Planning Document (Appendix A) and to undertake four weeks of public consultation.
2. Publish the associated Report of Consultation (Appendix B)
3. Publish the associated Strategic Environmental Assessment and Habitats Regulations Assessment Screening Report ("SEA") (Appendix C).
4. Publish the associated Equalities Impact Assessment Screening Report ("EQIA") (Appendix D).

Background

- 8 Cheshire East Council's Corporate Plan sets out three aims. These are to be an open and enabling organisation, a Council that empowers and cares about people, and to create thriving and sustainable places. In striving to create thriving and sustainable places, a key objective is to protect residents and improve our environment. As such, this SPD sets out guidance on policies contained in the Local Plan Strategy and SADPD that will support these objectives by setting out clear expectations on how surface water can be managed in new development in a way that benefits the natural environment and works within the landscape.
- 9 One of the key objectives of the LPS is for the Plan to protect and enhance environmental quality through a range of measures including the management of water, and to promote measures that reduce the impact of climate change, including flooding.

- 10 Cheshire East Local Plan Strategy (CELPS) policy SE13 'Flood Risk and Water Management', sets out the preferred approach to managing water and flood risk in new development and requires proposals to integrate measures for sustainable water management.
- 11 Policy ENV 6 'Surface Water Management and Flood Risk', of the Site Allocations and Development Policies Document (SADPD) provides further detail and requires that sites adopt a SUDS approach unless it can be demonstrated this is cannot feasibly be achieved. This SPD provides guidance on how SUDS can be achieved through a range of solutions.
- 12 This SPD provides greater clarity to developers, landowners, communities and decision makers on the approach the Council will take to securing SUDS in new development and provides additional guidance to applicants and developers on how they should respond to the policy requirements in the LPS and SADPD. It also 'signposts' sources of information, including relevant documentation and Council services.
- 13 The final draft SPD has been prepared by a cross disciplinary team involving staff from planning services including the Landscape Team, Design Team, Strategic Planning and the Strategic Infrastructure Team.
- 14 Subject to the approval of the recommendations in this report, the SPD will be consulted on in accordance with the Council's Statement of Community Involvement for a minimum period of four weeks.
- 15 The process for preparing an SPD is similar in many respects to that of a local plan document. However, they are not subject to independent examination by the Planning Inspectorate. There are several stages in their production:
 - (a) Publish the initial draft SPD for four weeks public consultation;
 - (b) Consider feedback received and make any changes necessary;
 - (c) Publish the final draft SPD, along with a consultation statement setting out who has been consulted in its preparation, the main issues raised in feedback and how those issues been addressed in the final draft SPD;
 - (d) Having considered representations, the SPD could then be adopted;
- 16 Following adoption, the SPD must be published and made available along with an adoption statement in line with the 2012 Regulations. The adoption of the SPD may be challenged in the High Court by way of judicial review within three months of its adoption.

- 17 Once adopted, the effectiveness of this SPD will be monitored as part of the Authority Monitoring Report, using information from planning applications and decisions. The outcome of this ongoing monitoring work will help inform future decisions about the SPD.

Consultation and Engagement

- 18 Following initial consultation on the first draft of the document in August 2021 the feedback received has been considered and the document updated. The initial consultation received 32 responses from 32 parties and several key changes have been made to the document including:
- (a) Recognition of the importance of flight paths and the airport exclusion zone in proposing SuDS schemes that may attract birdlife.
 - (b) Simplifying and reducing some sections and strengthening the emphasis on containment of water.
 - (c) Clarifying the council's position in regard to viability and delivery of SUDS.
- 19 A full report of consultation is available at Appendix B.
- 20 Following consultation on this final draft of the SUDS SPD, the feedback received will be reviewed and consideration given to whether further changes should be made to the document. Following any changes, the document will then be published to the Environment and Communities Committee, alongside a report of consultation, for consideration whether to formally adopt the document.

Reasons for Recommendations

- 21 An SPD is not part of the statutory development plan. It is a recognised way of putting in place additional planning guidance and a material consideration in determining planning applications in the borough.
- 22 Providing clear, detailed guidance up front about policy expectations should enable applicants to better understand policy requirements. The SPD should assist applicants when making relevant planning applications, and the Council in determining them.
- 23 Providing improved guidance on SUDS, particularly through the toolkit contained in the SPD allows site promoters to select a range of policy compliant approaches to managing surface water and improves the ability of the Council to secure positive solutions that improve the local environment, leveraging design and biodiversity benefits.

- 24 Providing such guidance should assist the council to support delivery of a thriving and sustainable place and ensure new development is appropriately controlled to protect and support our borough.

Other Options Considered

- 25 The Council could choose not to prepare an SPD on SUDS. Any relevant planning application would continue to be assessed against existing planning policies. However, this would not allow the Council to provide additional practical guidance on this matter or give clarity to the approach that should be employed by all parties in a consistent way that gives certainty to applicants and decision makers.

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Option	Impact	Risk
Do nothing	The SUDS guide could not progress through the stages required by legislation and therefore could not be adopted.	The improved outcomes that could be achieved through additional guidance on how developers are expected to address policies of the local plan, would not be achieved.

Implications and Comments

Monitoring Officer/Legal

- 27 The Planning and Compulsory Purchase Act 2004 (as amended) and the Town and Country Planning (Local Development) (England) Regulations 2012 provide the statutory Framework governing the preparation and adoption of SPDs. These include the requirements in Section 19 of the 2004 Act and various requirements in the 2012 Regulations including in Regulations 11 to 16 that apply exclusively to producing SPDs.
- 28 Amongst other things, the 2012 regulations require that an SPD contain a reasoned justification of the policies within it and for it not to conflict with adopted development plan policies.
- 29 The National Planning Policy Framework and the associated Planning Practice Guidance also set out national policy about the circumstances in which SPDs should be prepared.

- 30 SPDs provide more detailed guidance on how adopted local plan policies should be applied. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. SPDs are capable of being a material consideration in planning decisions but are not part of the development plan.
- 31 As with the previous round of consultation, any public consultation should comply with the 'Gunning Principles':
1. proposals are still at a formative stage - A final decision has not yet been made, or predetermined, by the decision makers
 2. there is sufficient information to give 'intelligent consideration' - The information provided must relate to the consultation and must be available, accessible, and easily interpretable for consultees to provide an informed response
 3. there is adequate time for consideration and response - There must be sufficient opportunity for consultees to participate in the consultation.
 4. 'conscientious consideration' must be given to the consultation responses before a decision is made. Decision-makers should be able to provide evidence that they took consultation responses into account

Section 151 Officer/Finance

- 32 There are no significant direct financial costs arising from consultation on the SPD. The costs of printing and the staff time in developing the SPD are covered from existing budgets of the planning service.
- 33 The financial burdens associated with following the SuDS guide rest with site promoters/developers, not with the Council. Therefore, there is no anticipated impact on the Council's approved budget/ Medium Term Financial Strategy (MTFS). Through viability testing undertaken as part of the process to adopt the policies of the SADPD, it was found that in most locations in Cheshire East, compliance with the requirements of planning policy was viable. Where policy requirements are considered not to be viable, it is the responsibility of the applicant to demonstrate why policy requirements should not be met.

Policy

- 34 The SPD will provide guidance on existing development plan policies related to the delivery of water management solutions in development sites. The SPD will give additional advice to applicants on how they can demonstrate they have complied with relevant policies of the development plan related to this matter.

35

An open and enabling organisation	A council which empowers and cares about people	A thriving and sustainable place
n/a	n/a	<p>A great place for people to live, work and visit</p> <p>Better guidance on SuDS helps the Local Planning Authority secure delivery of improved design in new development schemes.</p> <p>Welcoming, safe and clean neighbourhoods</p> <p>Improved design of new development, through incorporation of SuDS can have a positive impact on the built environment and communities that use it.</p> <p>Reduce impact on the environment</p> <p>Greater volume of SuDS in development reducing the impact of heavy rainfall events and slows down water movement, reducing flood risk. It also assists in supporting small scale habitats in the built environment.</p> <p>Be a carbon neutral council by 2025</p> <p>Improved ability to secure SuDS can contribute to improved landscaping and a small scale increase in natural habitat within the built environment, contributing to carbon insetting (as per the Councils Carbon neutral Action Plan)</p>

Equality, Diversity and Inclusion

- 36 The Council has a duty under Section 149 of the Equalities Act to have due regard to the need to: eliminate discrimination; advance equality of opportunity between persons who share a “relevant protected characteristic” and persons who do not share it; foster good relations between persons who share a “relevant protected characteristic” and persons who do not share it.
- 37 The final draft SUDS SPD provides further guidance on the approach that is expected from developers on this matter. The SPD is consistent with the LPS and SADPD which were the subject of an Equalities Impact Assessment (EqIA) as part of an integrated Sustainability Appraisal. A draft EQiA on the final SUDS SPD has been prepared (Appendix D) and will be published alongside the final draft SPD for comment.

Human Resources

- 38 There are no direct implications for human resources.

Risk Management

- 39 The subject matter of the report does not give rise for any particular risk management measures because the process for the preparation of an SPD is governed by legislative provisions (as set out in the legal section of the report).

Rural Communities

- 40 The draft SUDS SPD seeks to provide further guidance on implementing surface water management in new development. Whilst most major development is expected to take place in, or adjacent to urban areas the guidance will apply to sites in rural areas too, where relevant, and therefore communities directly or indirectly from improved water management on such sites.

Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (SEND)

- 41 The draft SPD does not have a direct implication for children and young people or cared for children, but will assist in securing development that manages surface water in a more positive way through design which will improve the built environment.

Public Health

- 42 The draft SPD is likely to have an overall positive impact on public health and wellbeing by reducing flooding and damage to the environment and personal property but also through improved design and environmental benefits in the built environment which can improve access to recreation and amenity space,

and encourage pedestrian and cyclist movement, creating a positive impact on a range of health indicators.

Climate Change

- 43 The draft SPD will help the council to manage the impact of climate change and reduce surface water run-off from new development sites, therefore helping to reduce the overall risk of flooding in the borough during more intensive periods of rainfall.

Access to Information	
Contact Officer:	Tom Evans Tom.Evans@cheshireeast.gov.uk
Appendices:	Appendix A: Final Draft SuDS Guide SPD Appendix B: Report of Consultation Appendix C: SEA HRA Screening Appendix D: Equalities Impact Assessment
Background Papers:	n/a

Approvals trail: to be removed before Committee

Name	Title	Comments	Date
Contributors:			
Tom Evans			
Approvers:			
Jane Gowing	Interim Director - Planning		08.06.23

SuDS Guide

**Sustainable Drainage
System Guidance for
Cheshire East Borough**

Foreword

Water is essential to life and has always influenced the location and growth of human settlement - our villages, towns, and cities.

Climate change is creating more extreme and unpredictable weather, leading to flooding incidents becoming more frequent and more serious. We must act now to manage water more effectively and reduce the risk to people and property both now and in the future. There is a social and commercial imperative to address this.

This challenge is also an opportunity. Waterscapes are an important and positive aspect of our local landscapes, both urban and rural. Well-managed water significantly improves the quality of our environment and our sense of well-being.

In the face of the limitations of traditional drainage systems and continued climate change, sustainable drainage systems (SuDS) provide a solution to the issue of water management as a key element of sustainable growth.

The national and local agendas promoting beautiful and healthy places provide further impetus to enable creative, well-designed SuDS to play a significant part in shaping places. SuDS can enhance the opportunities for leisure, play and education, improve health and wellbeing and promote high quality environments for home, work and leisure, and, through increased use of softer, more natural materials and components, SuDS can also increase and enhance biodiversity and increase our capacity for carbon storage.

Water can be a positive force in shaping places, but it can become a destructive one if not given sufficient space and consideration on developed land. We should manage water creatively to make our places better to enrich people's lives.

This guide will help built development to be more sustainable by managing water more naturalistically to maximise the benefits of more natural drainage components and to improve quality of life for our communities and for future generations.

Further information on the Council's Environment Strategy can be found at:

<https://www.cheshireeast.gov.uk/environment/carbon-neutral-council/environment-strategy.aspx>



Negative effects of unsustainable drainage



Positive benefits of sustainable drainage

Image:SDS Water Infrastructure systems

Primary Purpose

This document has been produced by Cheshire East Council in its role as Lead Local Flood Authority and Local Planning Authority for Cheshire East Borough. The primary purpose of this Sustainable Drainage Systems Supplementary Planning Document (SuDS SPD) is to provide guidance on how planning approval applicants can achieve compliance with policy requirements set out in the National Planning Policy Framework and the Cheshire East Local Plan.

A **Sustainable Drainage System (SuDS)** works with the landscape of its site, using a system of components to deliver more naturalistic water-management which provides reduced surface water run-off **quantity** and increased surface water run-off **quality**. Alongside these primary water-management benefits, a sustainable drainage system can provide multiple secondary environmental and social benefits which lead to a higher quality of development. This SPD is a tool to help planning approval applicants achieve SuDS by advising on the levels of best practice expected.

The objective of the policies in the Local Plan is to realise the multiple benefits of positive on-site water-management that can improve biodiversity, enhance landscape character and help achieve a better quality of place. Planning proposals that demonstrate appropriate SuDS design for their sites and situation will demonstrate policy compliance. Where schemes ignore opportunities to positively work with water on site, planning permission may be refused.

Opting for hard engineering solutions is not an acceptable approach. Instead, the Local Plan requires applicants to **incorporate surface level SuDS with multifunctional benefits**. Hard engineering solutions are unacceptable as part of a surface-water management strategy unless more sustainable solutions are evidenced as impossible.

Cheshire East, like numerous Councils across the country, has declared a state of climate emergency. In essence, this means that in everything we do, we have to consider the impacts upon the environment. The Council's Corporate strategy focuses heavily upon the protection and enhancement of the environment and achieving sustainable development. One of the major impacts of climate change is more extreme and altered weather patterns and, consequently, the increased risk of flooding.

This Guide aims to provide continuity of approach within Cheshire East (with the exception of the Peak District National Park which is specifically covered by its own planning policy and legal framework) and to establish best practice for the design and implementation of SuDS.

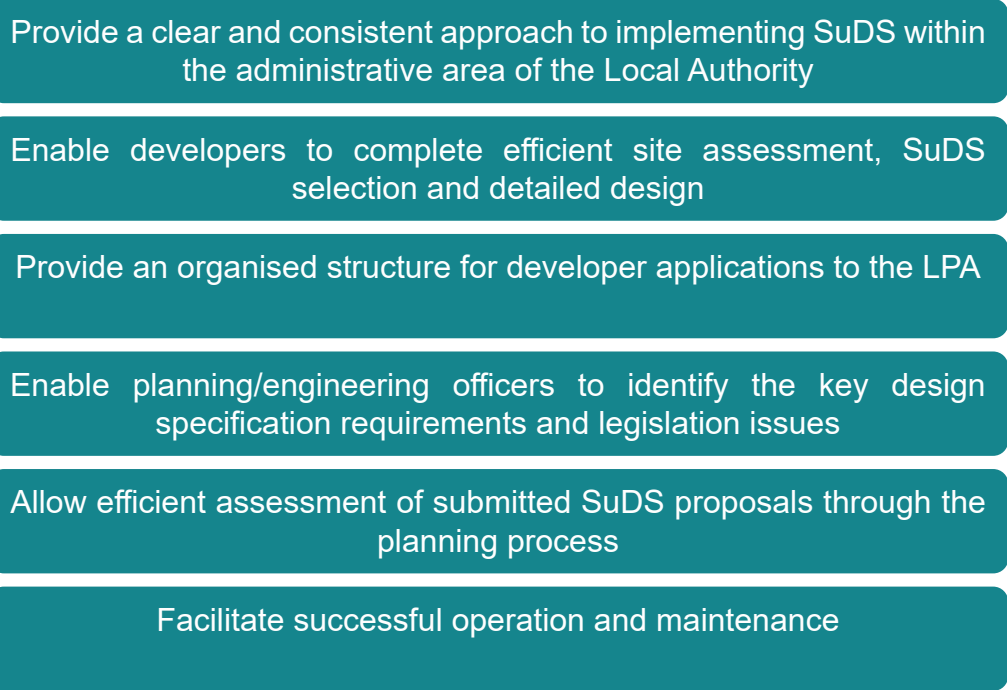
The Council is encouraging SuDS design for developments of all sizes and settings, including new development and redevelopment, incorporating SuDS at stages from masterplanning to pre-application and application submission. The council also advocates a range of SuDS components suited to urban, urban fringe and rural settings.

This guidance will help developers to design SuDS schemes as part of the wider place design and to meet the necessary standards.

When undertaking a SuDS design using this guidance, developers should be mindful of the following:

- Pumping stations are not covered in this document
- If your surface-water drainage strategy requires a pumping station, you will need to gain approval from Cheshire East's Lead Local Flood Authority

Figure 1-1 This guidance will:



Who is This Guide For?

This guidance is primarily aimed at developers to assist in designing SuDS as part of new developments in Cheshire East Borough and to explain the information needed to enable the assessment of SuDS proposals by the Council as the Lead Local Flood Authority (LLFA) and by other Statutory Consultees. This guidance is intended to provide an informed approach to SuDS design. To achieve this, it is intended that this guidance be used by:

- Developers
- Architects and Urban Planners,
- Drainage Engineers,
- Landscape Architects,
- Local Authority Departments and internal stakeholders such as Planners, Building Control, Highways Maintenance and Design Engineers
- The Lead Local Flood Authority (LLFA) as a Statutory Consultee in their assessment of SuDS proposals.
- Local communities and householders
- Maintenance and management professionals
- Other Statutory Consultees involved in the assessment of SuDS proposals.

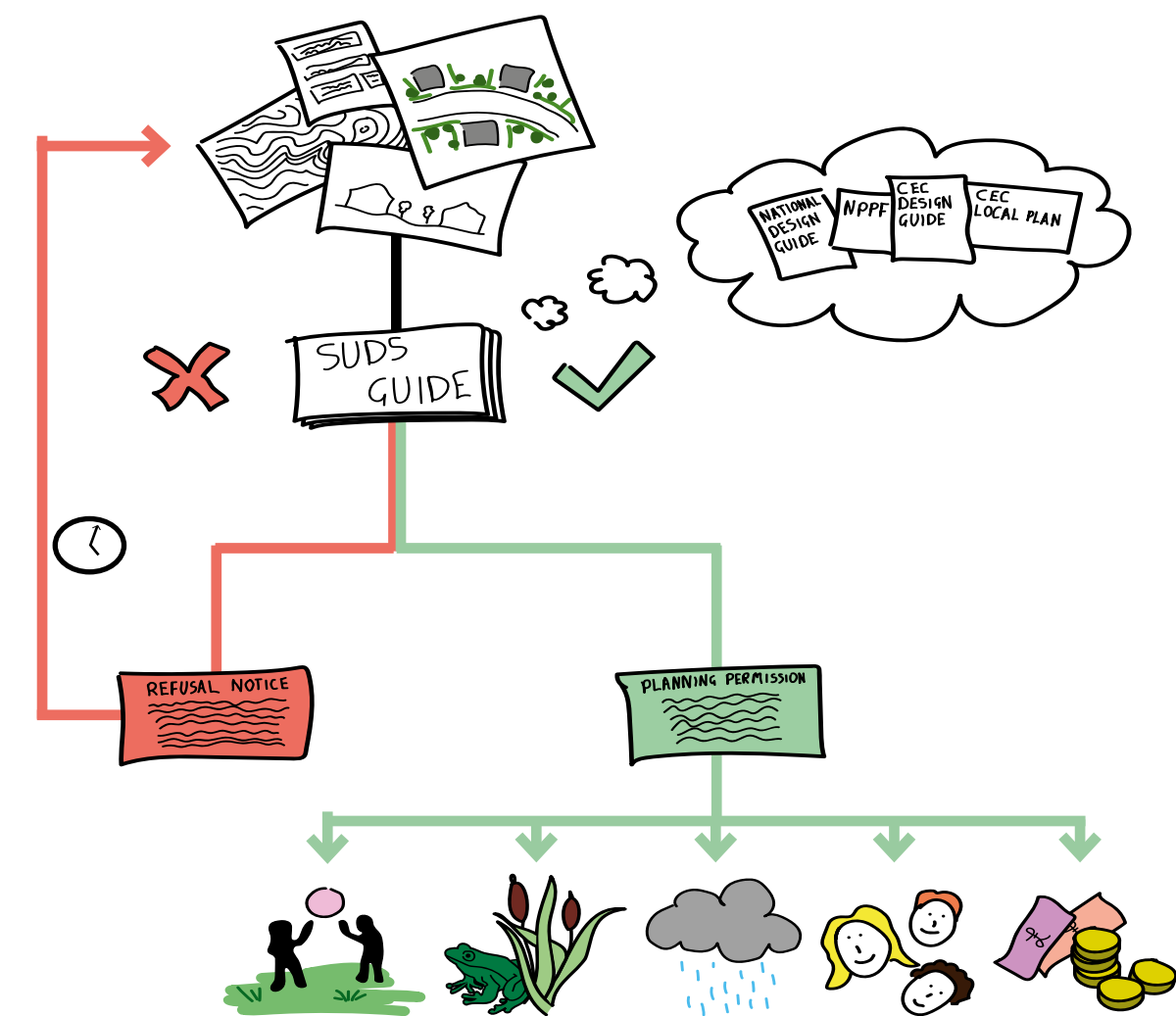
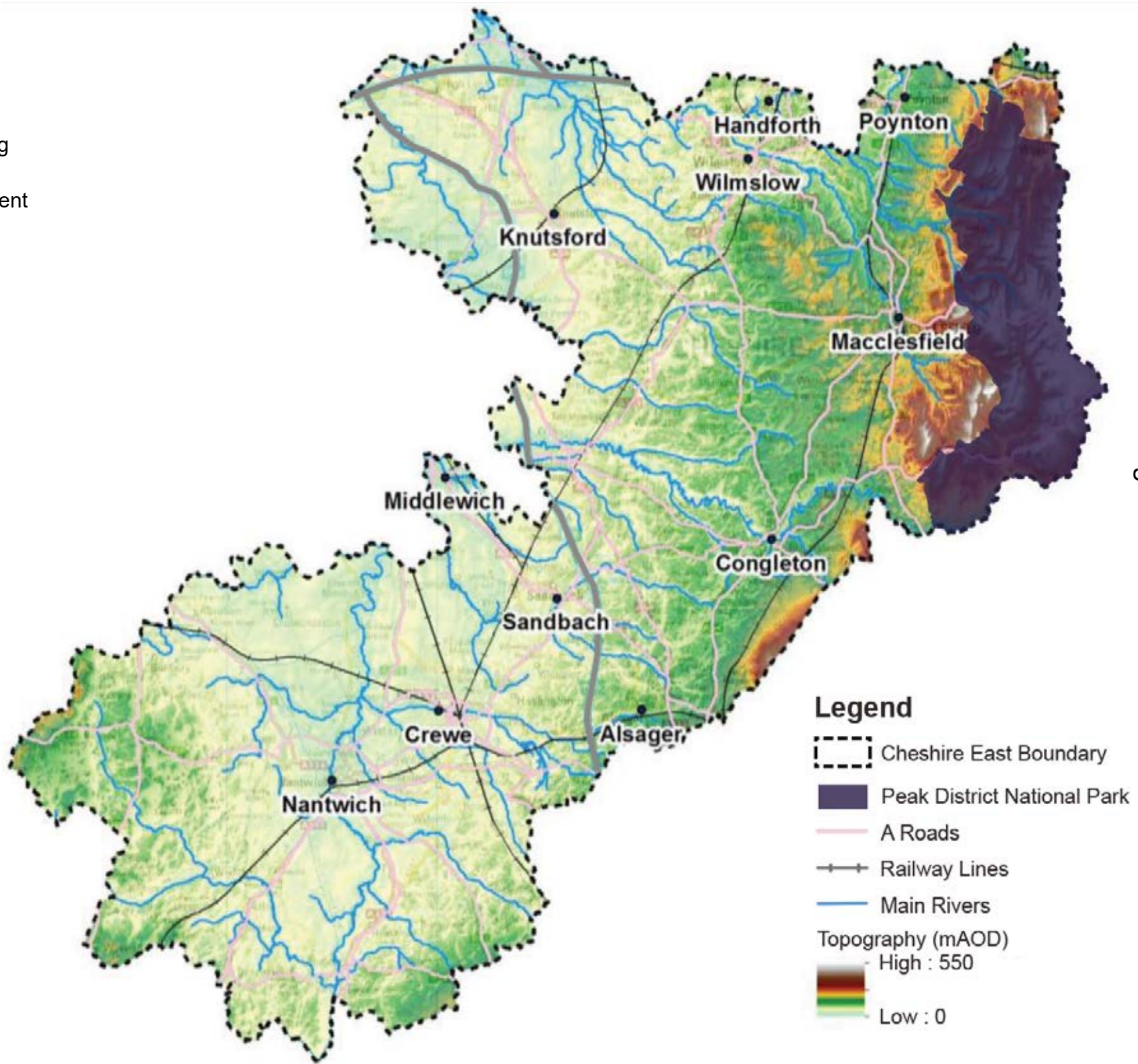


Figure 1-2 Cheshire East Borough



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EXAMPLE WAY MARKER

Information on Way Markers

Throughout the document there will be Way Markers similar to the one shown here. These Way Markers will provide additional information on specific topics, often providing links to external websites/information.

There are also hyperlinks not contained within waymarkers which link to external websites and specific sections of this document.

Icons

Throughout this document, the following icons have been used to highlight the economic, environmental and social benefits and opportunities of each SuDS method. These can be used to identify and realise the maximum potential of incorporating SuDS within development.

 Providing storage during a storm event

 Removing suspended sediments

 Removal of pollutants

 Providing habitats for wildlife

 Less expensive than traditional piping

 Recreational spaces and additional access routes

 Improved water quality and reduced treatment

 Aesthetic enhancement

 CO₂ reduction

 Investment and market value

 Promoting water management

 Increasing permeable surfaces

1

The requirement for sustainable drainage systems

1.1 What are SuDS?

01 A **Sustainable Drainage System (SuDS)** reduces, slows and controls run-off rates and volumes by emulating natural drainage systems in the landscape.

02 Water is a defining feature of the landscape, including large rivers and estuaries, man-made canals, smaller watercourses lakes, ponds, ditches and temporary pools or seasonally wet hollows.

03 As urban areas grow, and impermeable areas increase, we face challenges in making space for water and ensuring effective management of surface-water run-off and drainage. These challenges include:

- reduction in green spaces,
- increased pressure on existing infrastructure,
- increased risk of flooding and erosion,
- effective management of soils.

04 Development, and redevelopment of land, can lead to increased flood risk. The cumulative impacts of development, if left unmanaged, could lead to harmful impacts on the local environment.

05 Most twentieth-century development employed artificial drainage systems which do not mimic the drainage patterns of undeveloped land, leading to faster rates and volumes of run-off. This is unsustainable as increased volumes and flow-rates stress our water services infrastructure and increases the risk of flooding.

06 This is further exacerbated by the cumulative loss of natural habitat which contributes to the acceleration of climate change, leading to more extreme rainfall events.

07 The extent of built development and the effects of climate change demand a new, sustainable approach to drainage.

08 SuDS increase our resilience to climate change by reducing the risk of flash-flooding which can occur when rainwater rapidly flows into the public sewerage and drainage systems. The effective use of SuDS is an essential aspect of all new development proposals to manage and reduce surface-water run-off.

09 Cheshire East Council requires new development to include well-designed SuDS to provide surface-water management that controls surface-water run-off close to where it falls, slows the rate and reduces the quantity whilst improving the quality of run-off from development sites.

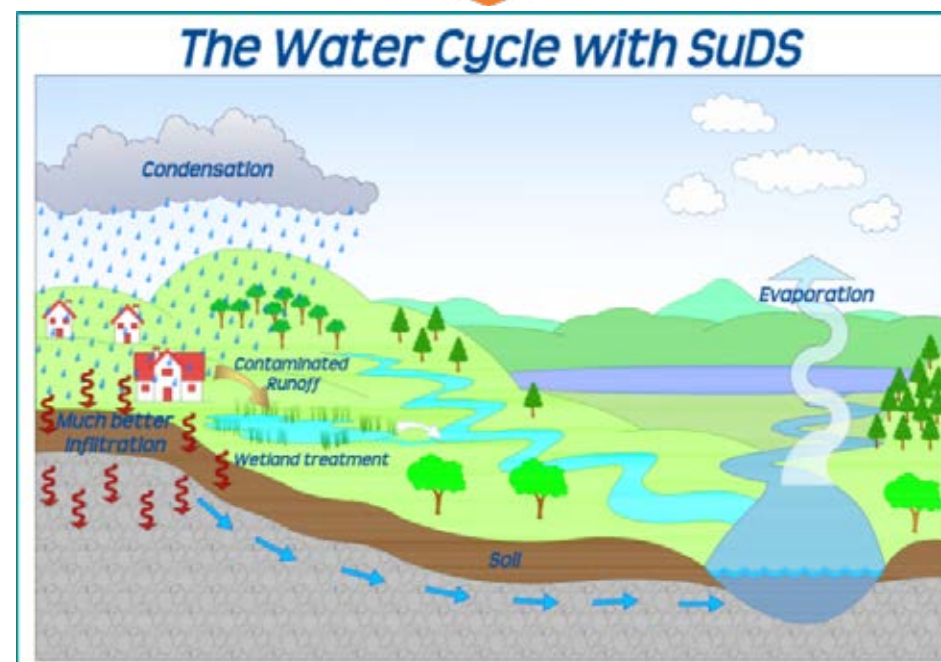
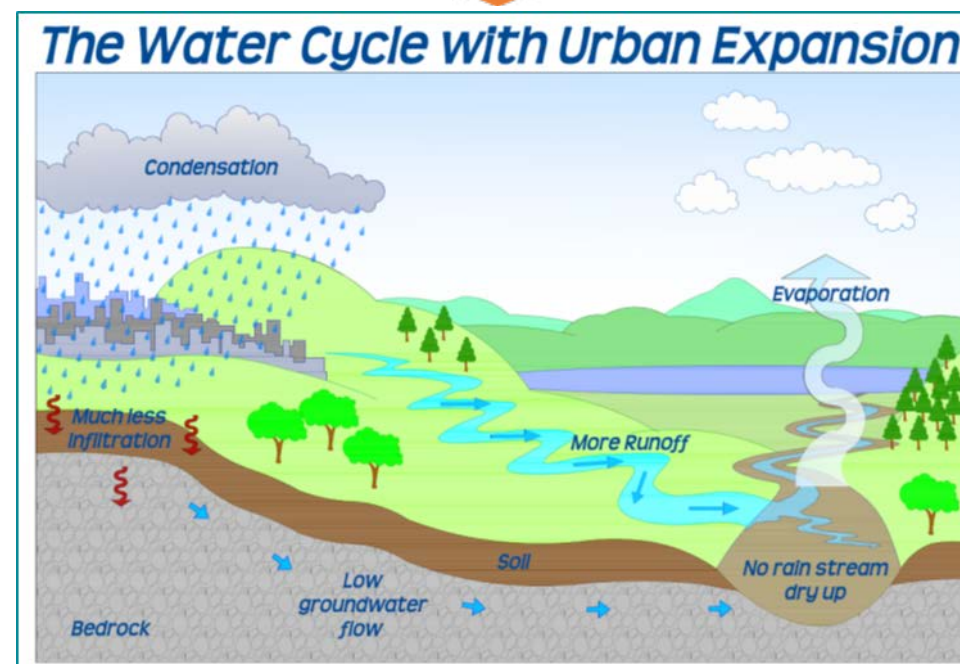
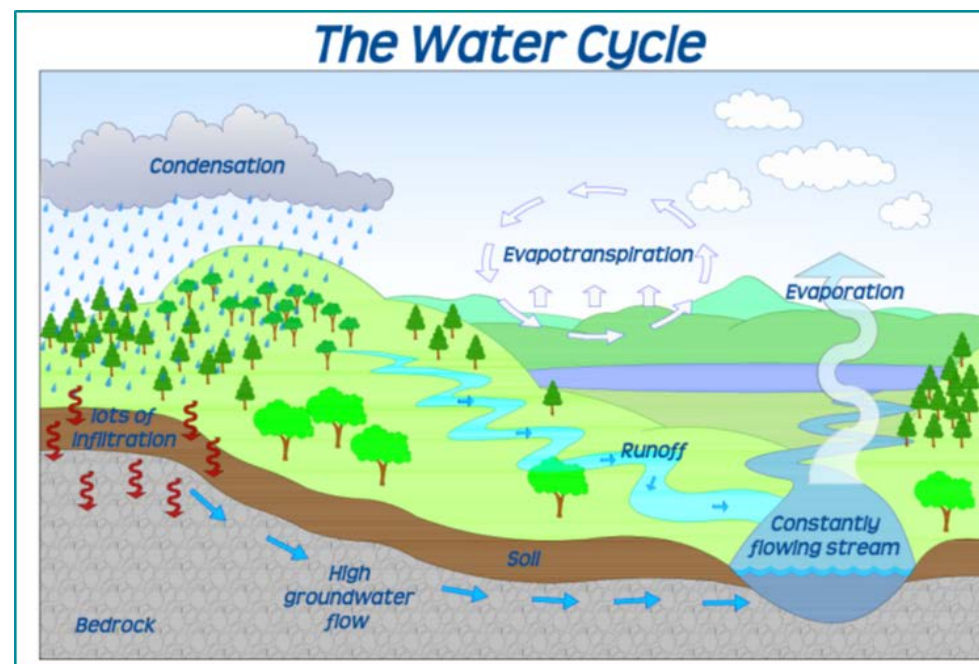


1.2 Why use SuDS?

10 Impervious areas such as roads, footpaths, roofs, and car parks are traditionally connected to sewer systems that transport run-off away from urban areas quicker than natural, vegetated conveyances.

11 This can cause disruption to the natural water cycle as flows in downstream waterways can peak faster and in greater quantities than pre-developed conditions. This can exacerbate, or create new, surface water flood risks and can also increase pollution in our waterways.

12 SuDS aim to manage rainfall and surface runoff by allowing rainfall to be intercepted or absorbed into the ground through vegetation and specially designed landscape features. SuDS also convey any additional flows to the nearest surface waterbody (for example, groundwater, stream, river or drain) where it is discharged at the same rate and, where feasible, the same volume as would occur if the site was undeveloped. SuDS can also be used to provide biodiversity improvements to developed areas.



13 There are several proven benefits which can be derived from employing SuDS components, for both new and existing built environments. These include water-management benefits, such as temporary storage during a storm event to reduce flooding, improved run-off water quality and removal of sediments (an accumulation of sediments can reduce storage capacity and contribute to flooding).

14 SuDS can also have indirect social benefits for an area and community. SuDS components can be designed to create green areas used for recreation which also enhance the aesthetic qualities of the locality. In turn, these measures can improve the appeal of the area, and may also encourage investment in an area leading to economic benefits such as increased prices in the property market.

The implementation of SuDS within new developments may have the following benefits:

Better resilience to increased water quantity

- Increased precipitation, as climate change occurs, is likely to lead to wetter winters and therefore more water within the drainage system

Greater resilience to more frequent extreme rainfall events

- SuDS can help reduce surface water discharge rates and therefore prevent drainage systems being overwhelmed

Improved management of brownfield sites

- SuDS can provide betterment to drainage of brownfield sites and improve a particular problem or enable re-development (e.g. reduced extents of hardened surfaces)

Assistance with the protection of all water bodies from the effects of pollution and enabling the implementation of law, policy and management

- The Water Framework Directive (WFD) (Directive 2000/60/EC)
- North West River Basin Management Plan 2009
- Environment Agency 2013: North West River Basin District: Challenges and Choices

Improvement of landscapes

- SuDS can provide an array of biodiversity benefits and help to reduce the urban heat-island effect, and provide key links in Green Infrastructure networks
- SuDS can link public open spaces with green infrastructure and provide habitat corridors, helping to make areas more accessible and walkable
- SuDS can enhance landscape character by responding to local landscape character, softening hardscape and creating more naturalistic landscape features

Increase in recreational areas and improved social wellbeing

- Planning policy encourages the provision of opportunities for access, outdoor sport, and recreation and SuDS can contribute to the quality of that outdoor leisure opportunity
- SuDS can be designed as community assets to support social cohesion and enhance communities' quality of life e.g. wetlands can be wildlife parks with stepping stones and islands.

Better understanding about sustainability and functionality of SuDS

- Education of the public about the environmental importance of SuDS and the positive impact they have on the environment and people's wellbeing

Improved perceptions of places

- The visual attractiveness of a development can help to increase developer confidence and the value people place on the area in terms of quality of life and sense of community

1.3 How are SuDS linked to place design?

15 There is a much stronger focus on the quality of new development. The 2017 Housing White Paper “Fixing our broken housing market” formalised the debate. It identified areas of weakness across many aspects of housing delivery, including the quality of design in new development. As a consequence, it advocated stronger neighbourhood planning and design including use of a recognised design standard such as Building for Life, as well as use of local design tools.

16 Subsequently, the Building Better, Building Beautiful Commission (BBBBC) developed practical measures to ensure better quality in new development. The commission’s final report “Living with Beauty” provides a blueprint for creating well-designed places and the concept of ensuring all aspects of place-making are considered in an integrated and co-ordinated way.

BBBBC (website): <https://www.gov.uk/government/groups/building-better-building-beautiful-commission>

17 The National Design Guide produced in late 2019 identifies how to achieve well-designed places that are beautiful, enduring and successful – in support of the Policy set out in the updated NPPF. The aim of the guidance is to set out the ingredients, namely ten key characteristics, of well-designed places. A number of these are applicable to SuDS, if well-designed and integrated within high quality new development.

Figure 1-1



Extract from the National Design Guide page 8

18 The Government intends these essential requirements to be translated within local design guidance, to meet specific priorities whilst maintaining the “golden thread” in relation to achieving well-designed places.

National Design Guide (pdf file):

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/843468/National_Design_Guide.pdf

The National Model Design Code sets a structure that local design codes should follow, founded on the principles set out in the National Design Guide.

1.4 Evidence supporting place quality

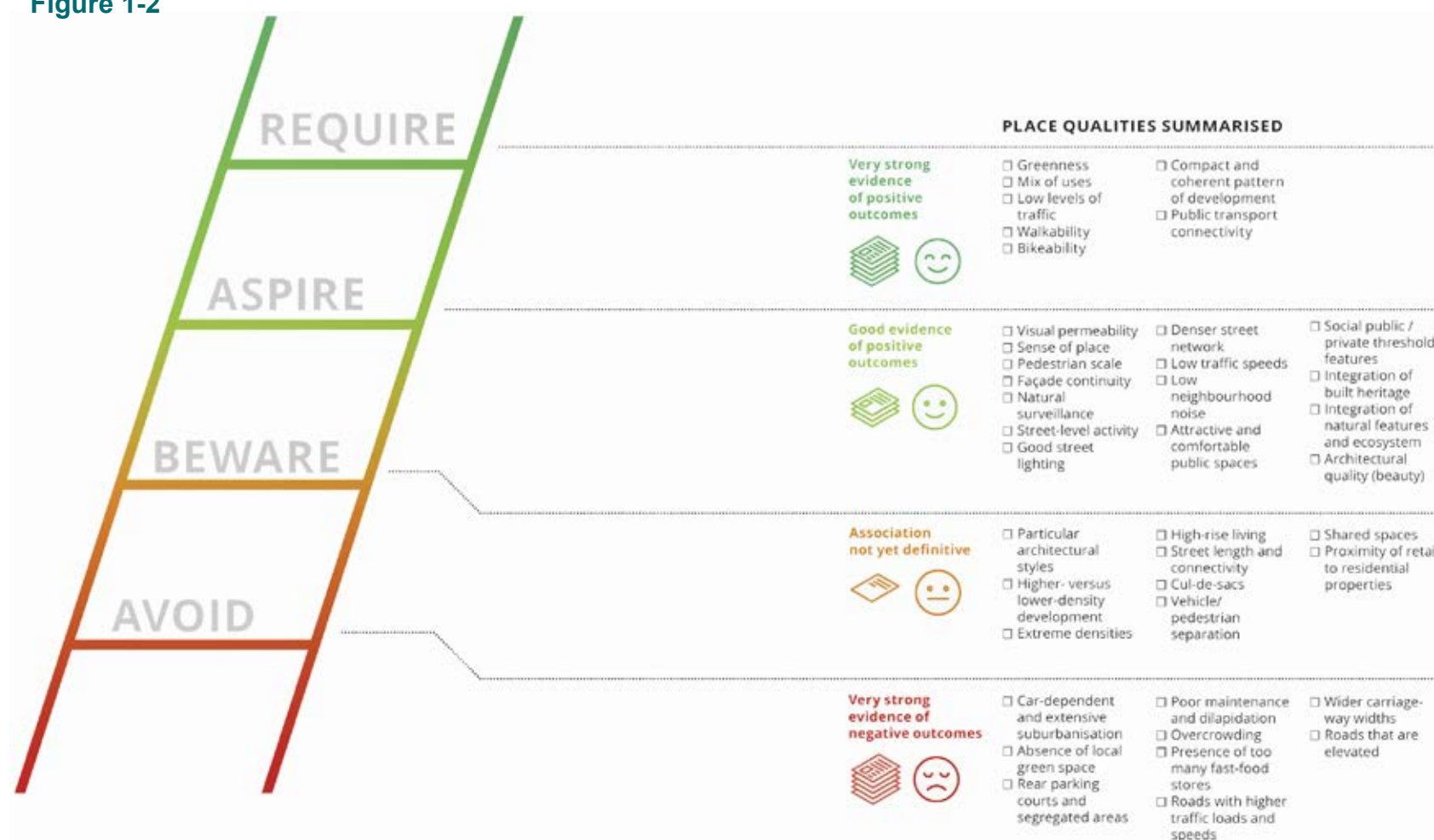
19 Significant research has been undertaken to gauge the positive benefits of nature, green space, landscaping and water upon our wellbeing and the impact this can have on place quality. The Place Alliance, a body working for the collective aim of better place quality, has recently reviewed extensive past research identifying the virtuous loop between place quality and value, and its impact upon key aspects of national and local policy and governance.

20 Their report entitled “Place Value and the Ladder of Place Quality” summarises place attributes, both positive and negative, within the “ladder of place quality” – with the upper rungs demonstrating positive attributes that should be essential/aspirational elements, and lower rungs demonstrating negatives ones which should be avoided. Unsurprisingly, greenness in the built environment (trees, grass, water and high-quality open space) is at the top of the list of required elements.

21 The recent pandemic and the impacts of confinement on people’s sense of wellbeing has also served to highlight the importance of accessible and attractive landscape, waterscape and open space. This SuDS Manual will enable a much more creative design and management approach, to help deliver place quality, and secure enhanced wellbeing and resilience across our Borough.

Place Alliance “Place Value” (website): <http://placealliance.org.uk/research/place-value/>

Figure 1-2



Extract from the Place Alliance: “Place Value and the Ladder of Place Quality” (pp 14/15)

1.5 Which planning policies apply?

22 National and local policies provide a positive framework in relation to sustainable drainage. In addition, Cheshire East Borough Council has a residential design guide, which sets out the principle of integration of SuDS as part of achieving sustainable new development, but it isn't specific about the process of designing SuDS or their management. This manual seeks to build upon that policy and design guidance, specifically focusing on SuDS design, with a strong focus on place-making and creative design as part of new development. It also considers the practical matters of SuDS design to show how SuDS can be delivered and managed effectively, achieving a wide range of benefits.

This section outlines the key policies in the national and local planning policy framework, further information on these policies can be found in [Appendix B](#).

1.6 When Should SuDS be Considered?

23 The revision of SuDS National Standards (November 2015) provides the opportunity to address pressures on the water environment by establishing systems which aim to mimic the natural processes of interception, infiltration and conveyance to the ground and existing rivers and streams whilst also realising the additional benefits which SuDS can provide.

24 The National Planning Policy Framework (NPPF) sets out the requirements for SuDS based on development type, size, and location. This is further explored in [Section 1.9](#) which explains the policy context for SuDS. Developers and stakeholders should use this guidance as the basis for SuDS design and planning approval applications.

National Policies

The National Planning Policy Framework (NPPF)

The framework presumes in favour of sustainable development, i.e. development that meets interdependent social, environmental and economic objectives, as set out in its various chapters.

Chapter 14 Meeting the challenge of climate change, flooding and coastal change

Establishes principles in relation to water management, and the need to plan for climate change and coastal impact from rising sea levels. In regard to water management and flooding, it requires a rigorous approach to assessment of flood risk. Paragraphs 167 and 169 identify the requirement for major development to include SuDS, stipulating specific requirements including, where possible, that they provide multifunctional benefits.

Chapter 12 Achieving well designed places

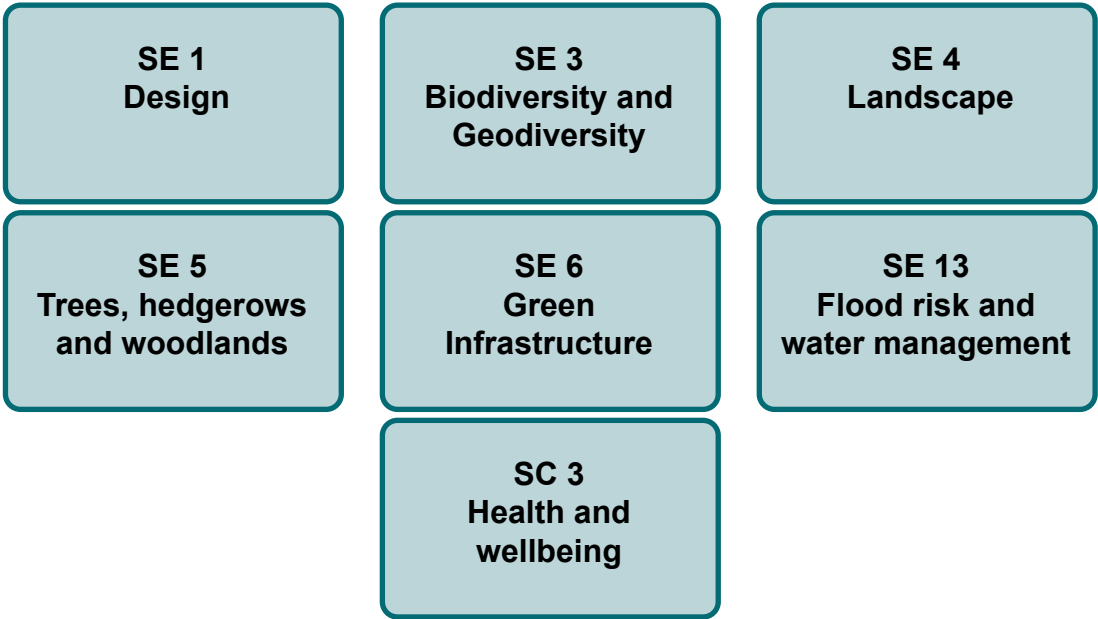
Describes the importance of achieving high quality design by creating beautiful and characterful places, influenced by an area's existing qualities and the opportunities presented by a site and its surroundings. It also emphasises the importance of design that functions well and which is responsive and resilient to change. Explicitly it requires that planning permission should not be granted where these opportunities are not realised.

Making space for water is an important consideration for developing safe, sustainable and desirable places to live and increasing our resilience to climate change.

Cheshire East Local Plan (Excluding that part of the Peak District National Park within its area)

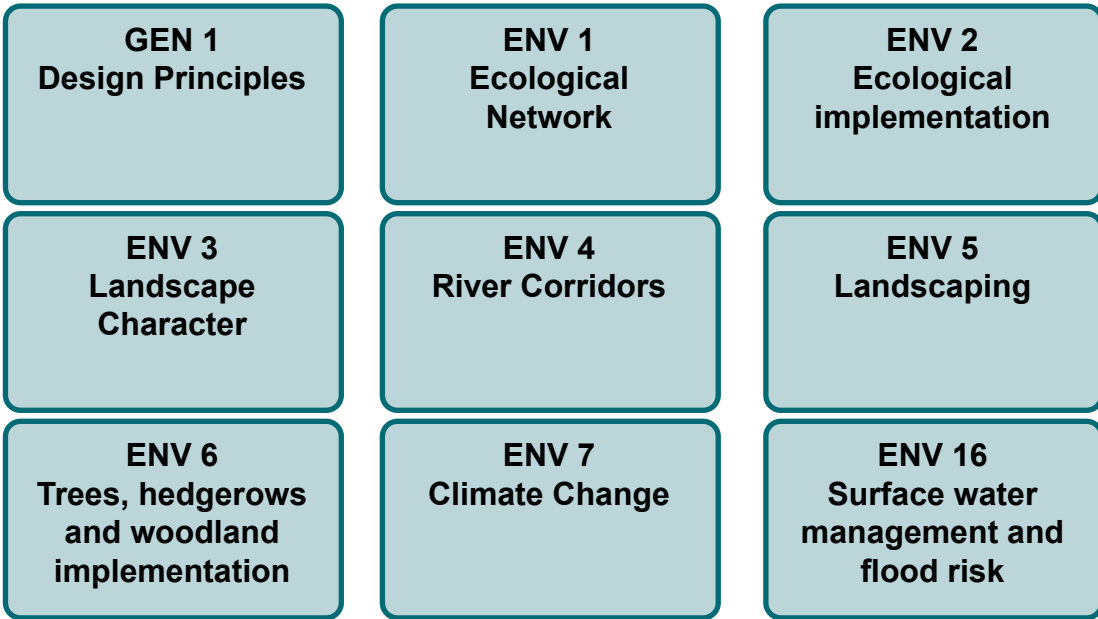
Cheshire East Local Plan Strategy (CELPS)

The CELPS is the first part of the Cheshire East Local Plan, and sets out the strategic planning policy framework for the borough, including the key strategic development sites/areas.



Cheshire East Site Allocations and Development Management Policies (SADPD)

The SADPD forms the second part of the Local Plan. It sets non-strategic and detailed planning policies to guide planning decisions and allocates additional sites for development to assist in meeting the overall development requirements set out in the LPS. It was adopted as part of the development plan on 14th December 2022.



This SPD has been prepared in a way to be consistent with emerging planning policies. Whilst this is not a legal or national planning policy requirement, this approach provides opportunity for this SPD to complement and support the implementation of future development plan policies too.

2

Integrating SuDS with Site Design

2.1 The Need for a Holistic Approach

25 Early consideration of SuDS is essential in the preparation of development briefs, masterplans and design codes. Developers should design their drainage systems in a holistic way, integrating them with urban and landscape design.

26 Alongside this, SuDS design should be inbuilt into the process and timeline for neighbour/ community engagement, pre-application discussions and planning performance agreements (where they are entered into). Planning applicants submitting major applications should provide evidence of engagement with their site's local communities.

The list below summarises the key actions and considerations which should be made when designing SuDS:

- Plan SuDS at development proposal inception
- Enhance landscape through SuDS design
- Ensure access and maintenance is feasible
- Promote and encourage biodiversity
- Reduce waste produced from SuDS
- Replicate natural drainage and avoid pipes / pumps
- Promote water re-use
- Maximise benefits and multi-use features
- Ensure an iterative design process to improve your site's water management proposals

2.2 Site Constraints

27 Planning applicants (developers) should seek advice regarding any site-specific constraints which may influence the design of their SuDS. This could include legal constraints affecting land use, such as retaining the alignment of Definitive Routes of Public Rights of Way, retaining the integrity of root protection areas for trees and hedgerows, or physical site-specific constraints such as land instability or contamination.

28 For in-situ constraints which may affect the ability to construct SuDS, such as archaeology, there may be options to still allow a SuDS to be implemented, subject to mitigation, for example through utilising a Watching Brief where archaeological finds are possible. Applicants should seek specialist advice at conceptual design stage in order to accommodate any foreseeable impediments.

29 Land-use constraints which may affect your SuDS design also include easements for utility services, or safety zones for airports and railways. Some key infrastructure to consider in Cheshire East includes National Railways and HS2, Manchester Airport, the canals network, and Jodrell Bank.

30 It is the development designer's responsibility to ensure their design considers all of their site's constraints and mitigates accordingly. Consultation may be required with the relevant bodies, such as Network Rail, as they may have specific requirements depending on the constraints.

WAYMARKER

Some of the land-use constraints are shown on the Local Plan Adopted Policies Map 2022 as found below:

<https://maps.cheshireeast.gov.uk/ce/localplan/adoptedpoliciesmap2022>

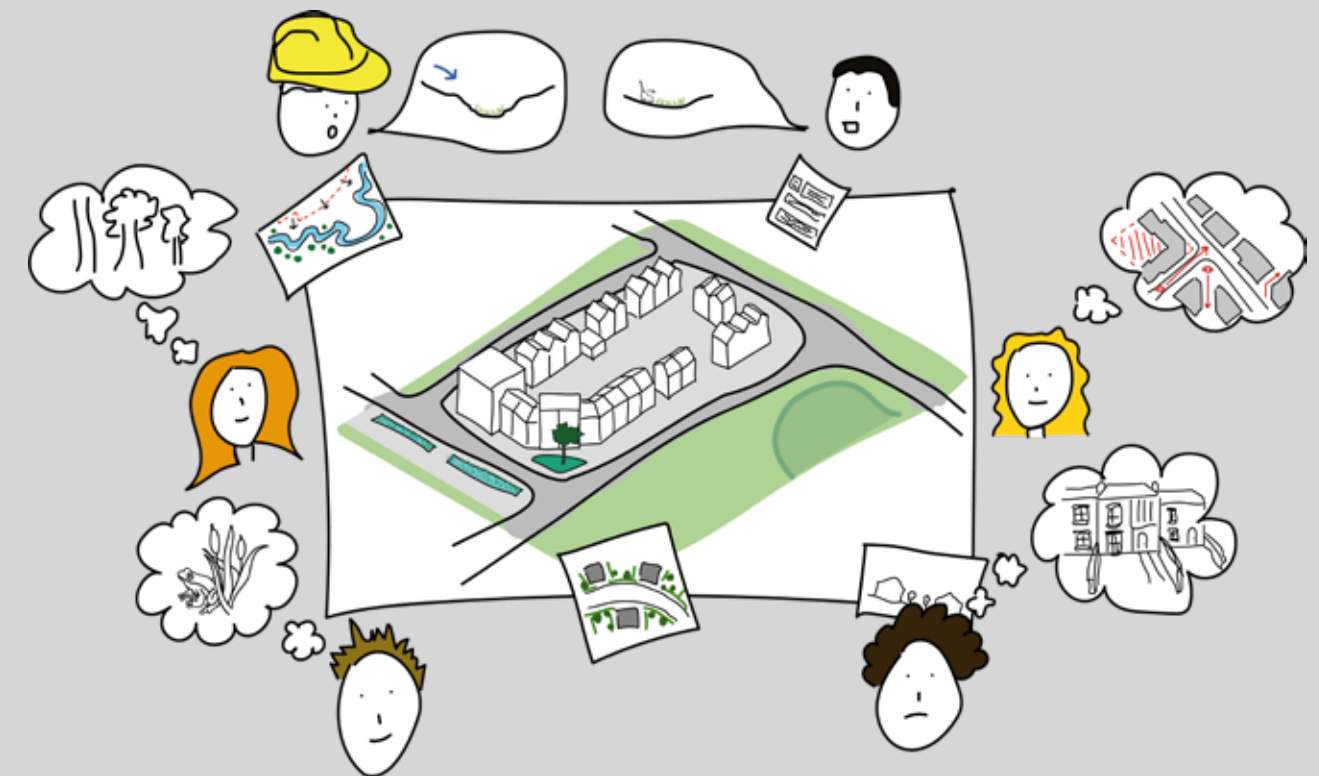
2.3 Design Team for SuDS

31 A SuDS design team should be multidisciplinary to promote a holistic approach to the design process. Identifying considerations for SuDS early on will avoid potential delays and budget issues, and maximise the potential of the development.

Your design team should have experience of designing creative SuDS and should include:

- Drainage Engineer
- Landscape architect
- Ecologist
- Arborist
- Archaeologist
- Geotechnical engineer
- Urban designer
- Architect
- Maintenance Engineers
- Town planner
- Highways Engineer
- Land developer

Figure 2-1 A team approach is required to design high quality, integrated SuDS



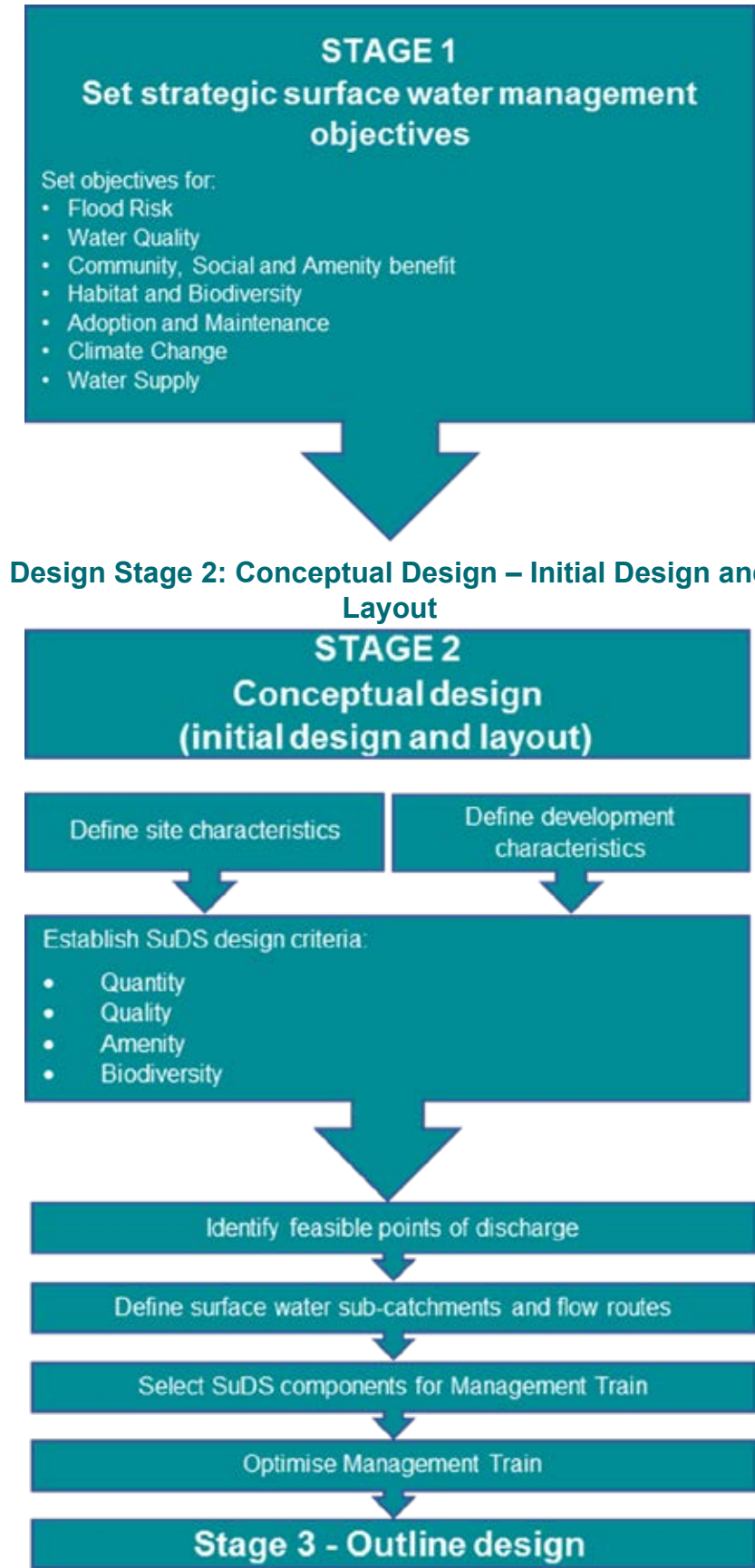
2.4 The SuDS Design Process

The SuDS Design Process can be broken down into the following four Stages:

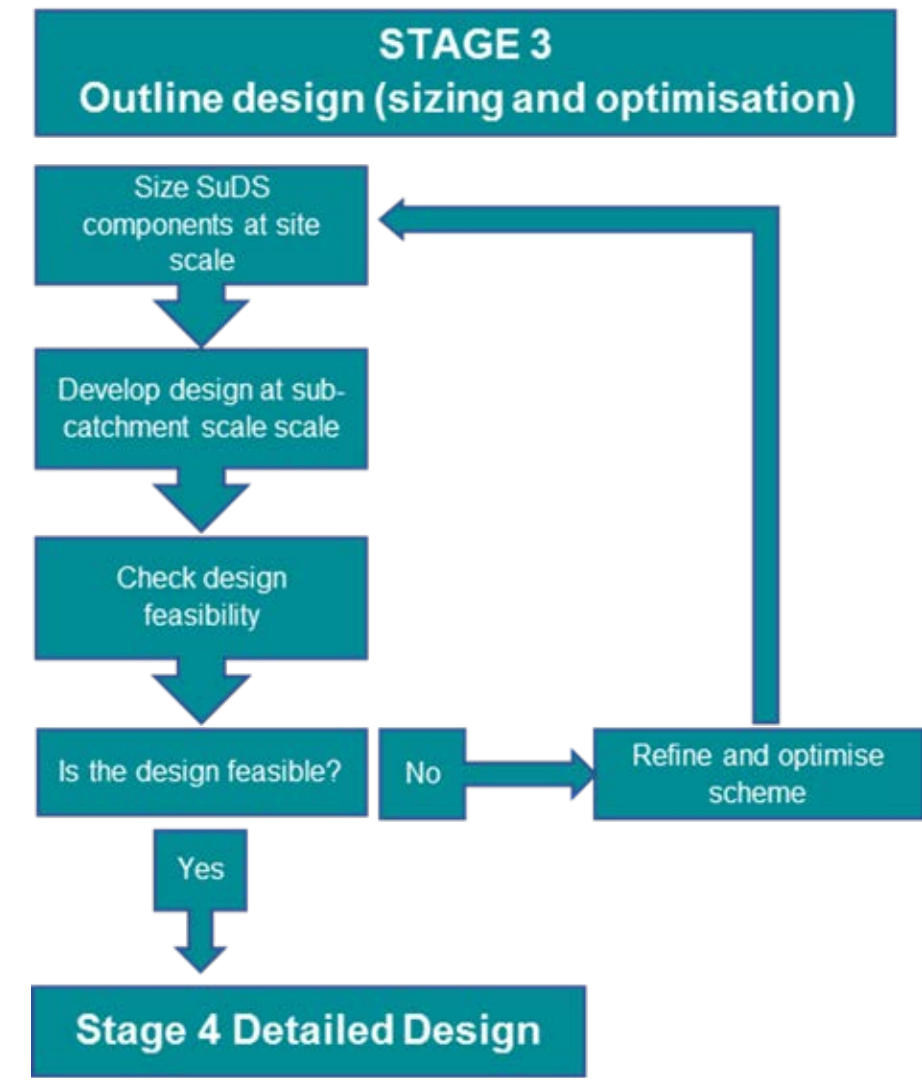
1. Strategic Objectives 2. Concept 3. Outline Design 4. Detailed Design

The flowchart diagram below describes best practice for the SuDS design process based on the CIRIA SuDS Manual.

Figure 2-2: Design Stage 1. Set Strategic Surface Water Management Objectives Discharge Hierarchy



Design Stage 3: Outline Design – Including Sizing and Optimisation

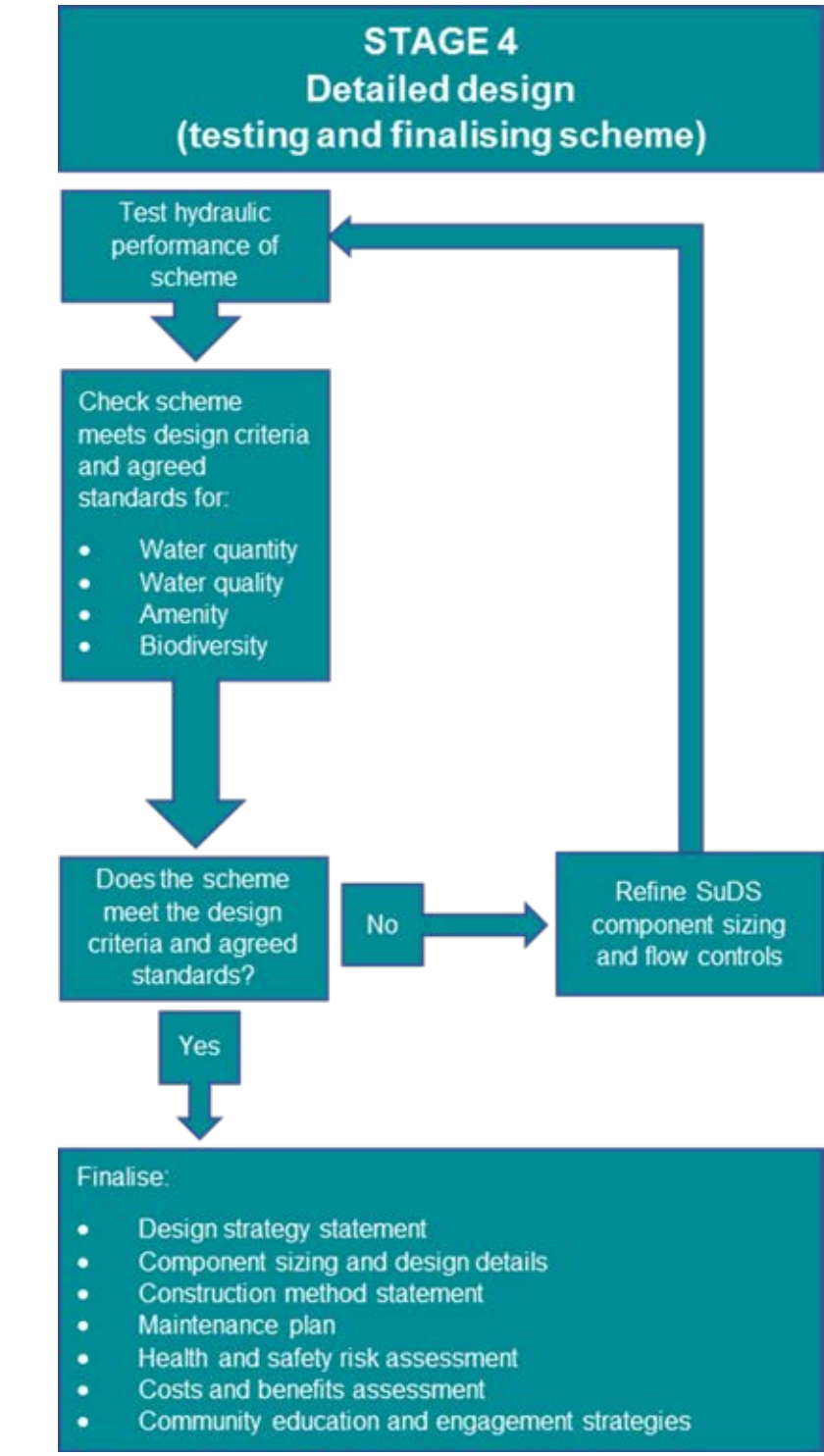


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The Construction, Design and Management Regulations (CDM) (HSE, 2015) must be applied to the planning, design, construction and long-term maintenance of SuDS. CDM regulations apply to all construction projects, though the scale of the project and duration of its construction period will determine whether the project is notifiable to the Health and Safety Executive.

<https://www.hse.gov.uk/construction/cdm/2015/index.htm>

Design Stage 4: Detailed Design - Including Testing and Finalisation of the Scheme



2.5 The SuDS Management Train

32 Sustainable drainage systems for both public and private areas should utilise a management train of components to follow and reinforce the natural pattern of drainage. The train of components should be designed to reduce the adverse effects that additional run-off from a development would have on land and watercourses.

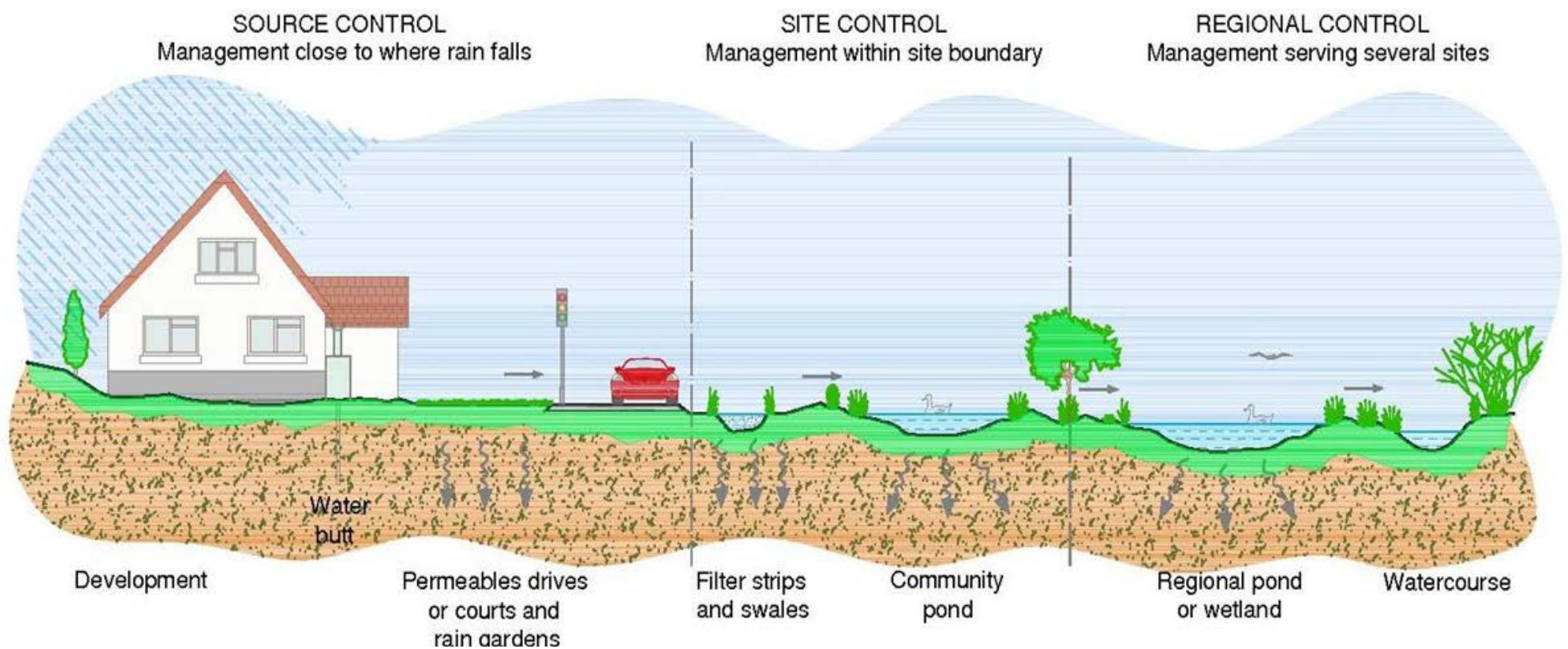
33 The SuDS Management Train follows a hierarchy of techniques:

- **Prevention** – the use of good site design and housekeeping measures on individual sites to prevent run-off and pollution
- **Source control** – control of run-off at, or very near, its source
- **Site control** – management of run-off within the site
- **Regional control** – management of run-off in the locality

34 All developments must give priority to prevention to reduce the need for mitigative structures. **The requirements for drainage should be considered whilst determining the overall layout of the development because the site's natural features; geology, topography, soil types and existing habitats, will dictate some aspects of the drainage system design.**

Figure 2-3 Control Zones

Once all prevention opportunities have been explored and incorporated into your development's design, there are 3 zones of water control to consider: **Source**, **Site** and **Regional**.



WAYMARKER

Chartered Institution of Water and Environmental Management's Directory of Flood Consultants:

<https://www.ciwem.org/assets/pdf/CIWEMConsultancyFile2021.pdf>

WAYMARKER

For masterplanning guidance refer to:

<https://webarchive.nationalarchives.gov.uk/20110118111818/http://www.cabe.org.uk/files/creating-successful-masterplans.pdf>

Masterplanning with SuDS

https://www.kent.gov.uk/__data/assets/pdf_file/0007/23578/Masterplanning-for-SuDS.pdf

WAYMARKER

Landscape Architects are trained in physical landscape assessment for all situations: urban, peri-urban or rural and can create an integrated masterplan for your site.

To find a Landscape Architect search the Landscape Institute directory: <https://my.landscapeinstitute.org/directory>

3

Key Requirements for System Design

3.1 Integrate with the natural drainage system

35 A **sustainable drainage system** works with natural drainage and reduces run-off rates by emulating natural water-movement to utilise soil capabilities to slow the flow and filter sediment and impurities.

36 The physical landscape characteristics of a site, and of its local and regional setting, have a major effect on its drainage. Developers should first consider their site's natural drainage system to design integrated development proposals, especially with regard to appropriate site use, scale of built development and site layout. This applies to both natural settings and previously developed sites.

37 Investigate both hidden and visible **natural drainage system components**. Some of these components are indicators of water conveyance, such as subterranean aquifers or surface streams, and others indicate water storage, such as soil, hollows and ponds. There may also be natural drainage system components such as vegetation which filters water and slows run-off rates, and seasonal pools which may not be obvious in summer. Developers should study their site in different precipitation conditions - aerial and seasonal photography can be very helpful.

38 Check for other evidence of including erosion (which indicates areas with high run-off speeds and/or volumes and reveals the direction of travel in its soil-scraping and silting patterns) seasonal flooding (which can indicate areas with low and/or slow infiltration) and underground components including soil depths, bedrock and groundwater.

39 On previously developed sites, some **traditional artificial drainage components** may be obvious, such as roofs, hard-surfacing, down-pipes and gutters. Other traditional artificial routes may be less obvious, such as buried pipes for conveying water. Developers should investigate site-history, and consider how their proposals can be sustainably integrated with their site's natural drainage.

40 The physical landscape characteristics of a site and its surroundings determine its natural drainage. The key characteristics include:

Geology

Topography

Soils

Vegetation

41 Developers should work with the landscape character of their site and its location by referring to Cheshire East Council's Local Landscape Designation Areas, Landscape Character Assessment and Landscape Strategy for further guidance on characteristic and/or protected landscape features, and Cheshire East's strategy for retaining and enhancing landscape character.

Figure 3-1

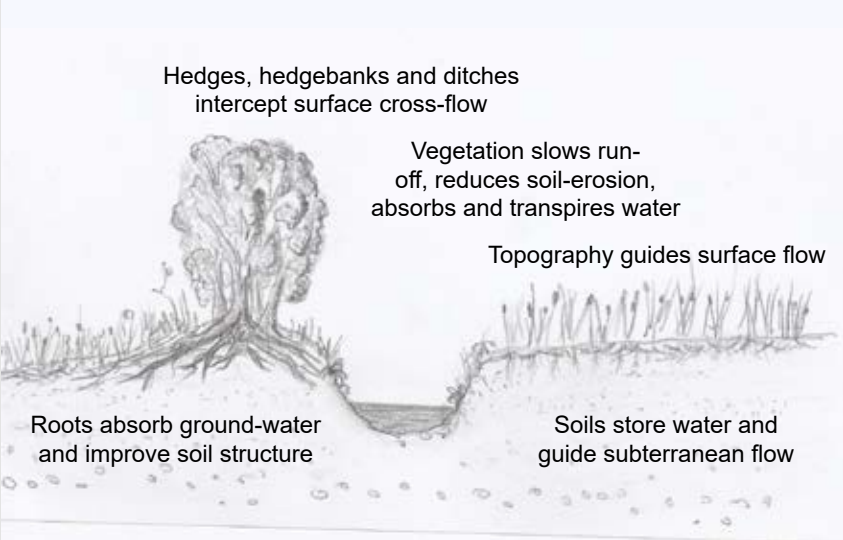
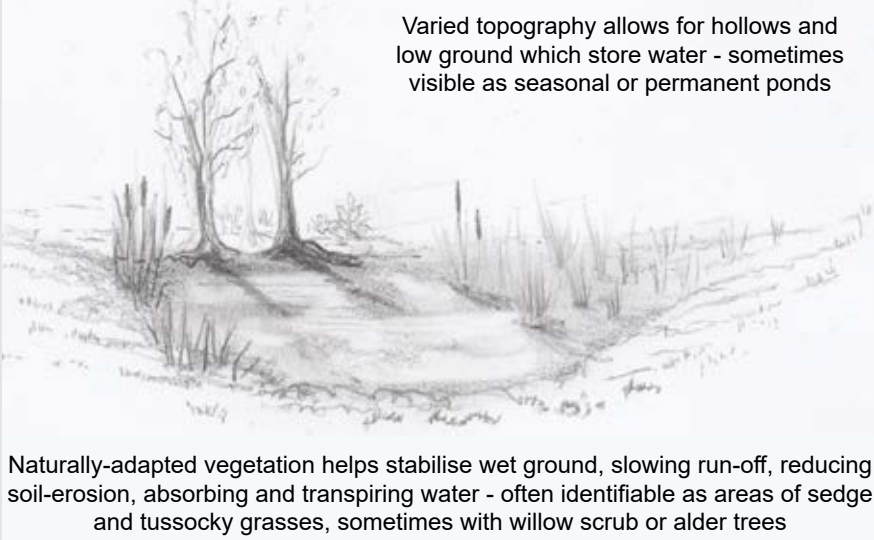


Figure 3-2

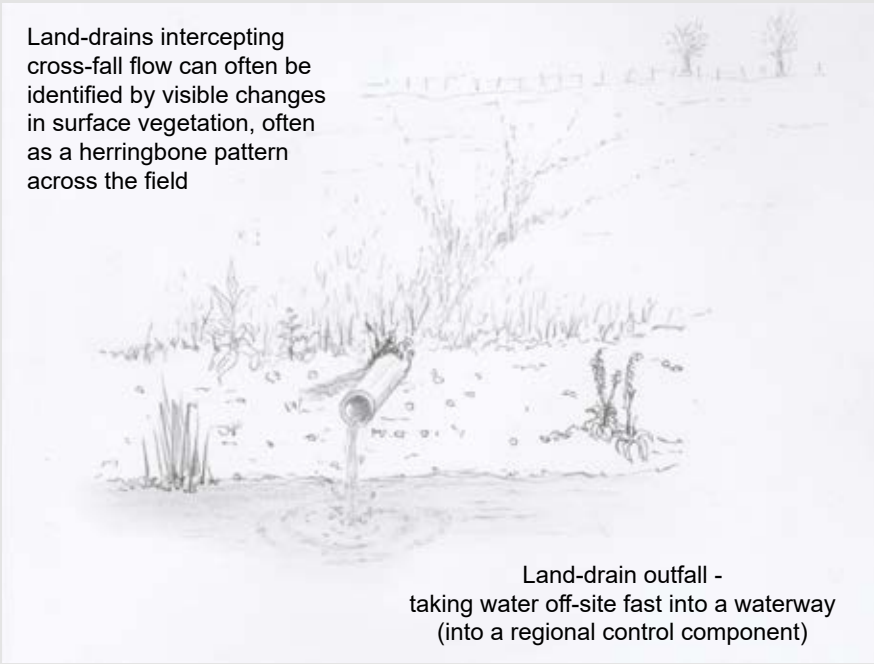


Examples of Visible Surface Components of a Natural Drainage System

Figure 3-3



Figure 3-4



Examples of Visible Surface Components of a Traditional Artificial Drainage System

WAYMARKER

Cheshire East Council's Local Landscape Designation Areas

https://www.cheshireeast.gov.uk/planning/spatial-planning/cheshire_east_local_plan/site-allocations-and-policies/sadpd-examination/documents/examination-library/ed11-cheshire-east-lld-review.pdf

WAYMARKER

Cheshire East Council's Landscape Character Areas and Landscape Strategy Reports

https://www.cheshireeast.gov.uk/planning/spatial-planning/cheshire_east_local_plan/site-allocations-and-policies/sadpd-examination/documents/examination-library/ED10-Cheshire-East-LCA.pdf

3.2 Integrate with geological drainage

42 The general geology of Cheshire East is dominated by Triassic rocks of the Mercia Mudstone Group, interspersed with smaller areas of more variable rocks, including siltstones, limestone and coal, and areas of Sherwood Sandstone to the north and west. The north-east of the borough is dominated by the Carboniferous Millstone Grit of the Peak District National Park.

43 Mercia Mudstones have a generally weak structure which has led to the formation of extensive low-lying flatter land of the Cheshire Plain. The Cheshire Plain is bisected by a ridge of Triassic sandstone, running in a generally south-north direction from Peckforton and Beeston up to Runcorn Hill, with another sandstone outcrop at Alderley Edge.

44 The properties of different bedrocks are very variable. The bedrock properties which are particularly relevant to drainage include permeability, angles of slope, density and hardness. These properties affect the bedrock's rate of erosion, ability to store or convey water, and its effects on the directions of underground ('groundwater') flow.

45 Geological faults can affect aquifers and groundwater flow in a range of ways, with faults sometimes acting as barriers to flow, or, where they have a high permeability they may form a preferential flow-path.

Figure 3-5

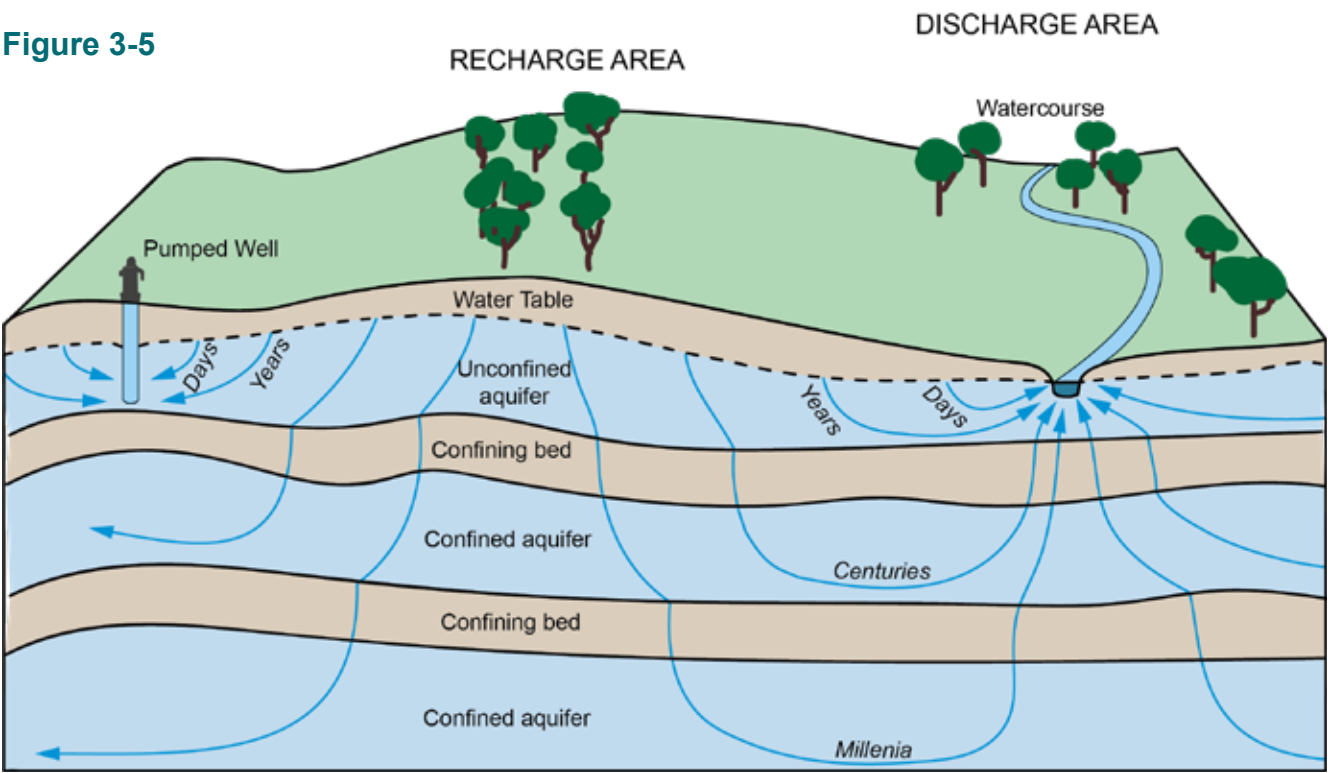


Diagram illustrating the influence of different-permeability bedrocks on underground water-movement

46 The types of bedrock under and around a proposed development site will affect the direction and speed of water flow, both into and out-of the site. Developers should find out what the geology of their site's local area is, how it influences their site's ability to store and convey water, and how their site links to groundwater aquifers (natural underground water-stores).

WAYMARKER

You can find baseline information for hydrogeological mapping from the British Geological Society (BGS) at:

<https://www2.bgs.ac.uk/groundwater/datainfo/hydromaps/home.html>

WAYMARKER

Ground investigation should be undertaken to understand site-specific hydrogeology. Specialist surveyors can be found through:

<https://www.hydrogroup.org.uk/>

47 The Sherwood Sandstone which dominates the north and west of Cheshire is an example of an aquifer - an underground water-store. Groundwater abstraction from the Sherwood Sandstone is important in this region for public water supply, and for industry and agriculture.

Figure 3-6

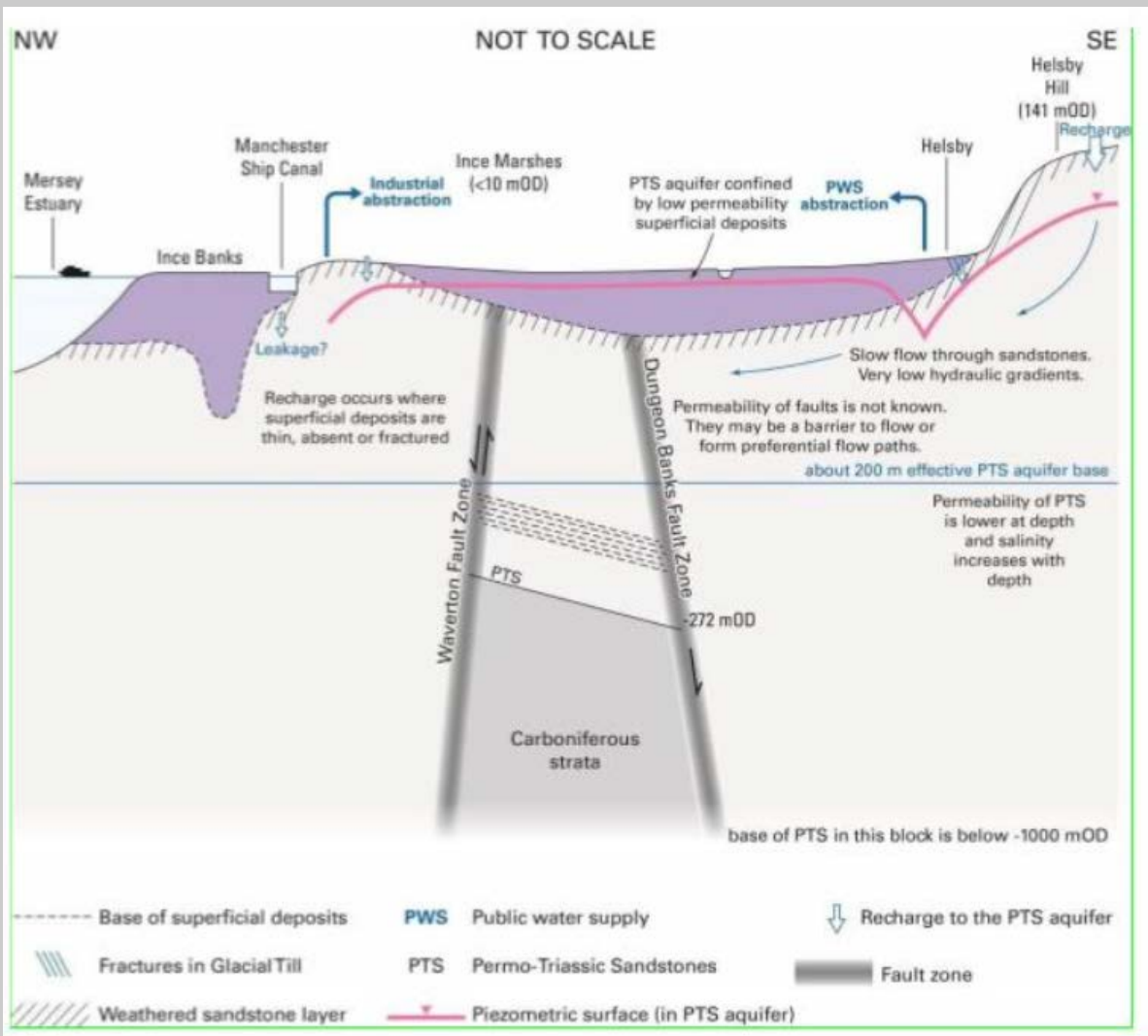


Diagram illustrating hydrogeological cross-section where the Weaver and Mersey rivers conjoin. (SEEK PERMISSION <https://www.ukgeos.ac.uk/cheshire/geological-and-hydrogeological-context#hydrogeology>)



The inundated floodplains of the Weaver and Mersey rivers over low permeability sandstones (Image:LLong)

3.3 Integrate with topographical drainage

48 The topography of a site and its surrounding land will affect drainage patterns. A site's natural topography is primarily shaped by its geology (underlying rock) and hydrology (water movement), and to a lesser degree, wind. Topography includes the land's slopes (steepness), aspects (angles in relation to the sun) and relief (surface texture) and is a fundamental element of landscape character.

49 Harder bedrocks can resist erosion more than softer bedrocks so different bedrocks lead to different types of topography. Although localised differences may be found due to unusual events, such as glacier movement or quarrying, harder bedrocks often lead to more angular and dramatic topography. Steeper slopes create faster water-flow, whereas shallow slopes allow gentler flow and a flatter area may slow the flow almost to a stop, encouraging the formation of water-storage areas, such as bogs or fens. Hollows, ponds and ditches all add water-storage capacity, prolong infiltration opportunity and mitigate run-off speeds and volumes.



Integrate with topography:
Steeper slopes where harder bedrock has resisted erosion and run-off will be faster

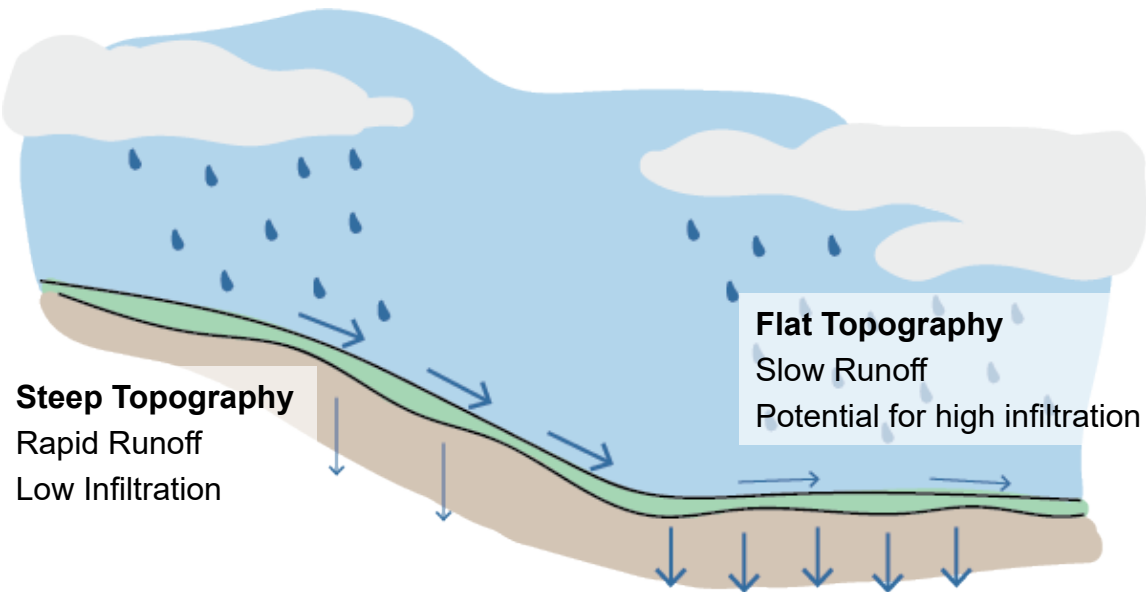


Integrate with topography:
Flatter land where geological layers have succumbed to erosion and run-off will be slower.



Integrate with topography:
Undulating land where water run-off has accumulated on lower ground and is stored until it infiltrates or evaporates.

50 A topographical survey is essential for understanding the site and its context, and geotechnical advice from a suitably qualified ground engineering advisor is likely to be required to ensure ground conditions are suitable for developer's proposals, particularly regarding soil properties, infiltration potential and structural stability, e.g. of slopes, retaining walls or loosely consolidated materials. Developers should integrate SuDS with the locality's natural topography, including accomodating existing watercourses in their development proposals.



Speed of run-off and potential for infiltration are affected by angle of slope



A topographical survey is essential for understanding the site and its context

WAYMARKER

Guidance for
Topographical surveys:
Royal Institute of
Chartered Surveyors
(RICS)

<https://www.rics.org/globalsets/rics-website/media/upholding-professional-standards/sector-standards/land/measured-surveys-of-land-buildings-and-utilities-3rd-edition-rics.pdf>

51 Ordinary Watercourses are regulated by Cheshire East's Lead Local Flood Authority (LLFA). The LLFA strongly discourages the culverting of watercourses and instead promotes the opening of previously culverted systems as promoted in Policy SE 13 - Cheshire East Local Plan Strategy 2010 - 2030. In line with the Land Drainage Act 1991, if a developer intends to alter a watercourse or provide a new outfall connection from development to an ordinary watercourse this requires Land Drainage Consent from the LLFA before any works are carried out.

52 There must be no development within 8 metres of an ordinary watercourse. This is in line with Cheshire East Council's byelaw 10 and is in place to ensure against degradation to the watercourse's flood plain and to ensure development is sited outside flood risk areas.

53 Watercourses which are designated as '**main river**' are regulated by the Environment Agency. For more information on working in proximity to main rivers and what consent is required please visit: <https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>

54 If either an ordinary watercourse or main river is located within your land then you are legally required to ensure that natural flow through the watercourse is maintained and is free of obstruction at all times. For more information on your responsibilities for a watercourse within your ownership please visit the following web links:

<https://www.gov.uk/guidance/owning-a-watercourse>

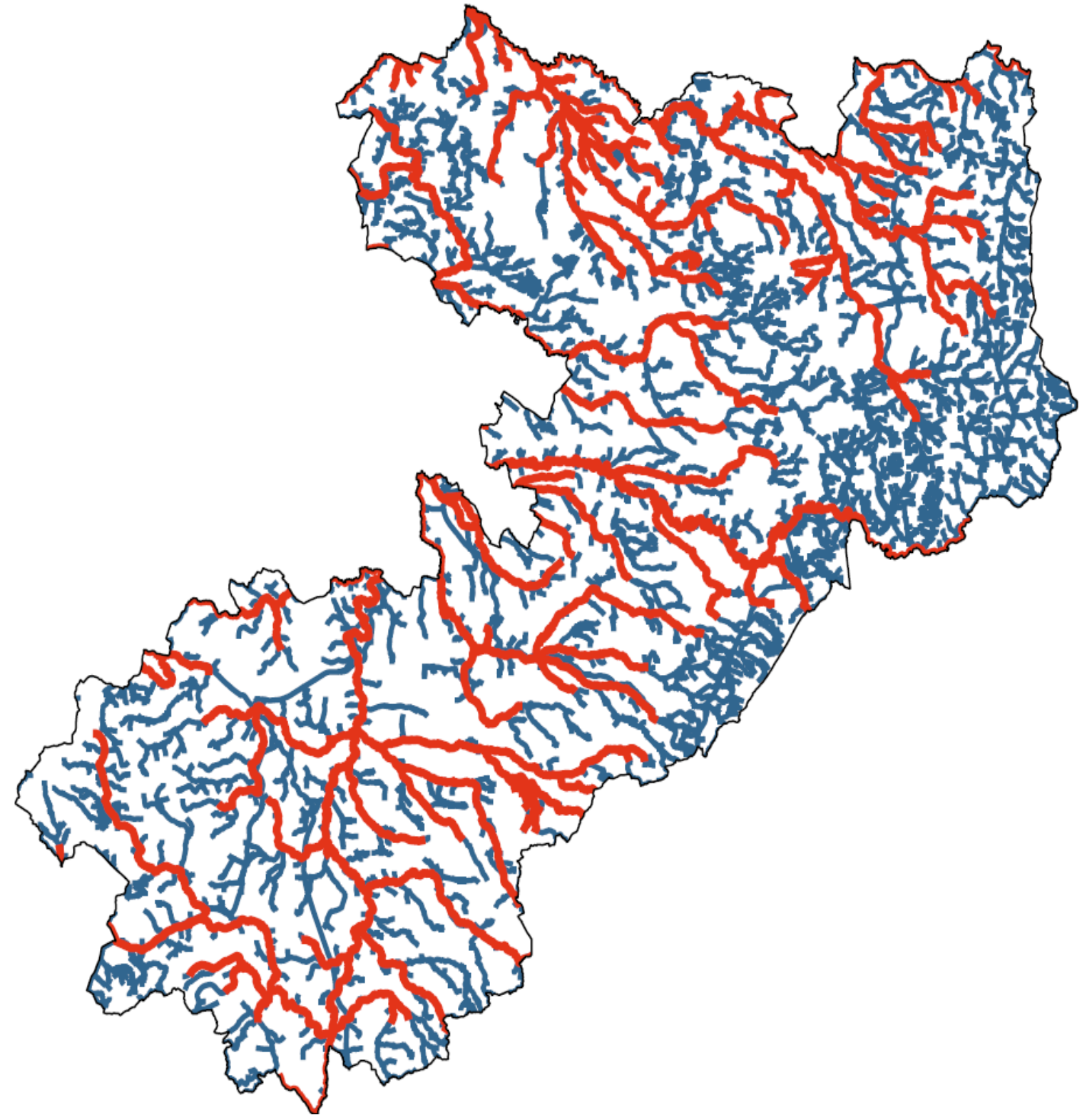
<https://www.gov.uk/guidance/owning-a-watercourse#owners-your-responsibilities>

Issues associated with culverted watercourses

- Increasing upstream flood risk due to blockages of culverts or trash screens and/or restricted flood flows within the culvert itself.
- Increased downstream flood risk flows as a result of reduced flood retention in artificial channels, in comparison with natural watercourse floodplains.
- Increase difficulty in maintenance and health and safety responsibilities for drainage operatives.
- No ecological benefit within concrete channels due to loss of natural riverside habitats and green/blue corridors which causes population decline in aquatic species.
- Loss of waterside recreational activities.

The benefits of day-lighting watercourses

- Re-establishing floodplains increases flood storage capacity which helps to protect neighbouring land and development from flooding.
- Open watercourses help to tackle the pressures of climate change by providing cooler areas for people and wildlife within urban settlements during periods of intense heatwaves.
- Increased health and wellbeing for local communities as watercourses create opportunities for water-based activities and green corridors promote outdoor exercise.
- Increased economic value of new development due to desirable riverside locations.
- Open watercourses provide educational opportunities for local schools and lessons on the natural environment, promoting environmental stewardship in schools and local communities.

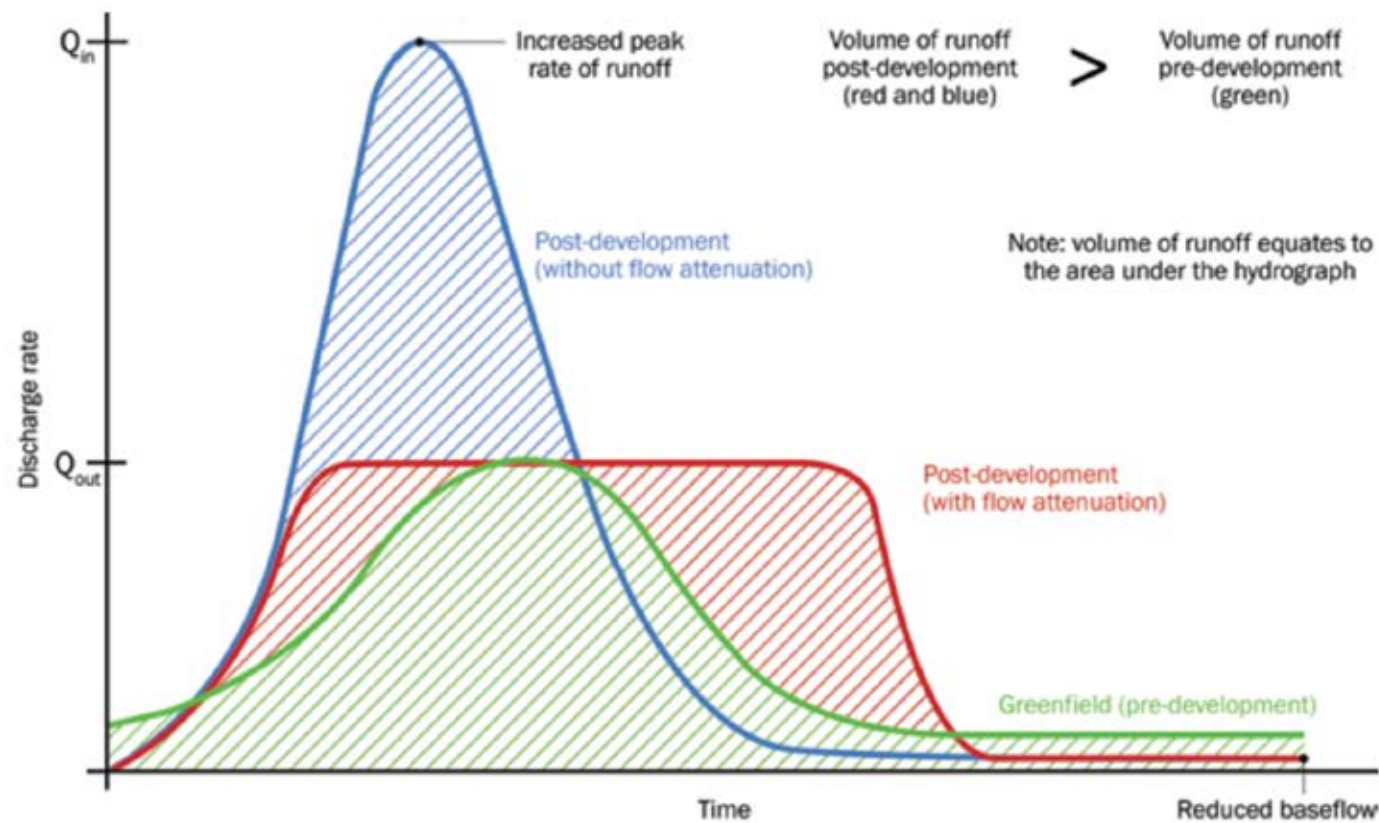


Cheshire East Borough is heavily-populated with watercourses - Developers should seek confirmation of the status of watercourses which cross their site or run near their site's boundaries

55 Sites will have existing **overland flow routes** present onsite relating to topographical variations and depressions. These should be maintained as existing to ensure no increase in flood risk on/off site. If the proposed development layout conflicts with existing overland flow routes, they must be safely managed by diverting them away from dwellings and commercial buildings.

56 The volume of overland flow routes should be quantified through appropriate hydraulic modelling so that they can be accommodated within the capacity of the onsite surface water drainage infrastructure. The developer should demonstrate how they are proposing to maintain the flow route within the development site layout plan.

57 New surface water drainage infrastructure should be designed to accommodate 1 in 100yr + Climate Change allowance storm events. However, during extreme rainfall events, surface water drainage infrastructure may become overwhelmed. It is therefore important that new development accommodates safe, unobstructed **exceedance flow routes** within their design which will not pose a risk to people or property. During the planning process an exceedance flow route plan should be submitted to the LLFA which considers proposed flooded volumes and post-development site topography.



Source: CIRIA SuDS Manual (C735F), diagram of flow rates

58 Where there is flood risk present onsite and/or there is an increase in land levels proposed onsite, the LLFA advises developers to incorporate **boundary drainage** to capture surface water run off at the site boundary and to prevent surface water run off transfer between the development site and third-party land.

59 Boundary drainage should also be incorporated as part of individual plot drainage for proposed dwellings where there is a fluctuation in finished floor levels between adjacent dwellings. Swales and Filter Drains are useful SUDs solutions for incorporating boundary treatment and preventing the transfer of surface water runoff. Hydraulic modelling and catchment analysis should be undertaken to inform the required capacity of these SUDs systems for receiving surface water flows.



Source: Susdrain, <https://www.susdrain.org/delivering-suds/using-suds/suds-components/swales-and-conveyance-channels/swales.html>

3.4 Integrate with soils' storage and drainage capacities

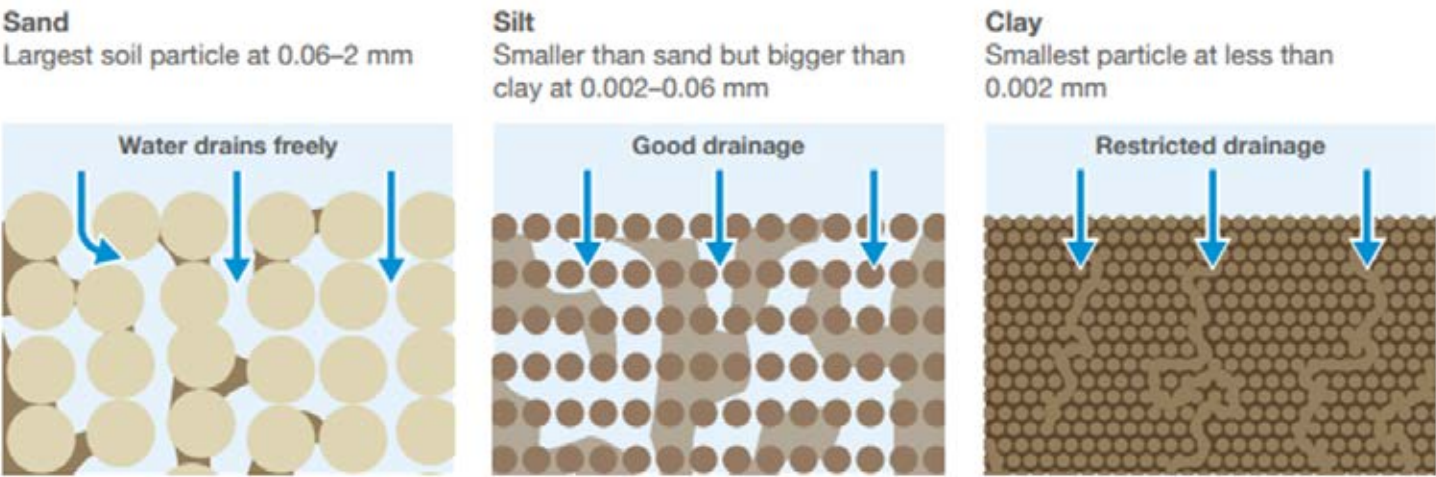
The capacity of a site to store or convey water is heavily dependent upon soil structure.

60 The types of soils on site affect both the site's water-storage capacity, drainage volumes and speeds and run-off quality. Depths and volumes of soils, and the grain-size of soil particles (or aggregated particles) affect their ability to retain and transport water.

61 A soil's **porosity** determines its capacity to store water. Soil water-storage capacity increases as soil texture becomes finer because it becomes more capable of trapping water. Small pores not only restrict the passage of water but they also keep it closer to the particle surface where chemical-bonding can further slow its movement.

62 A soil's **permeability** determines the ease of movement of water through that soil. Soil-permeability increases as soil texture becomes coarser as soil pores are larger and water can flow through more easily. Fundamentally, the larger the **pore size** the more space there will be for water to move.

63 Clay and humus affect both porosity and permeability by binding soil grains together into aggregates, thereby creating a network of larger pores, 'macropores', that allow water to move more easily.



Soils with larger particles have larger pores therefore convey water more quickly.

Soils with smaller gaps between particles will hold water for longer.

64 **Groundwater and Percolation testing** should be undertaken to BRE365 / CIRIA C753 to determine suitability for site drainage/infiltration.

65 Well-structured and deeper soils decrease surface run-off and have greater water-storage capacity (depth limits to ensure good soil health are discussed to the right).

66 Compacted and shallower soils increase surface run-off and increase the site's susceptibility to erosion and flooding.

1 - James Hutton Institute; STARS; British Geological Society; CIWEM; British Ecological Society; Dr Tim Harrod; Prof Mark Hodson; Institute for Global Food Security; Lancaster Environment Centre; Microbiology Society; Soil Security Programme; Robert Palmer; Soil First Farming

Managing Soils to improve or maintain Health, Depth and Structure

67 Soils are created by a combination of weathering of bedrock and decomposition of organic matter by soil-ecology. Soil-ecology counts for a quarter of the earth's biodiversity including earthworms, fungi and bacteria.¹ One hectare of healthy topsoil can contain up to 5 tonnes of living organisms. Potential pollutants carried-by or dissolved in water entering soils must be considered and managed.

Soil Quality

68 Developers should avoid moving soils where possible. Soil movement leads to loss and deterioration of its structure and health. Where soils require movement (whether those are in-situ site-soils or imported) SuDS proposals should show compliance with the Construction Code of Practice for the Sustainable Use of Soils on Construction Sites. This code of practice provides guidance for soil surveys, soils management plans and methodologies for soil stripping, storage and re-laying).

69 Where site soils have to be relocated to planting areas or where imported soils are required: subsoil must meet BS 8601:2013 Specification for Subsoil and Requirements for Use topsoil must meet BS 3882:2015 Specification for Topsoil.

Soil Depths

70 Existing in-situ site-soils should be re-used where suitable and possible to prevent loss of natural resources, prevent unnecessary transportation and prevent transit-damage to soil structure.

71 Soil-depths required for new planting are:

	Minimum Topsoil Depth	Maximum Topsoil Depth*	Minimum combined depth of Topsoil + Subsoil**
Grass and herbaceous species	150mm	400mm	450mm
Shrubs and hedgerows	200mm	400mm	600mm
Trees (including hedgerow trees)	300mm	400mm	900mm

*Due to particle-size and compaction, topsoil depths exceeding 400mm can lead to anaerobic conditions so subsoil should be used below 400mm depth to create suitable conditions for rootzones.

**For example: for trees 350mm topsoil to BS 3882:2015 could be laid over 700mm subsoil to BS 8601:2013 giving a rooting-depth of 1050mm.

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Code of Practice for the Sustainable Use of Soils on Construction Sites - DEFRA (includes advice for Soil Resource Surveys and Soils Management Plans):

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/716510/pb13298-code-of-practice-090910.pdf

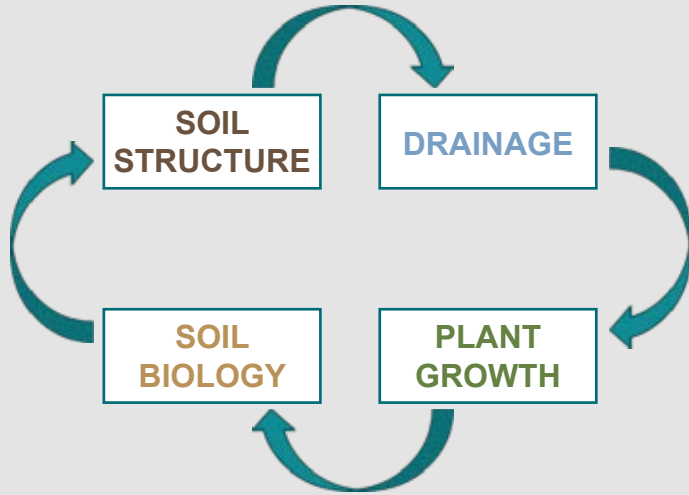
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BS 8601:2013 Specification for subsoil and requirements for use
<https://shop.bsigroup.com/ProductDetail/?pid=000000000030209662>

BS 3882:2015 Specification for topsoil
<https://shop.bsigroup.com/ProductDetail/?pid=000000000030297815>

3.5 Integrate with vegetation

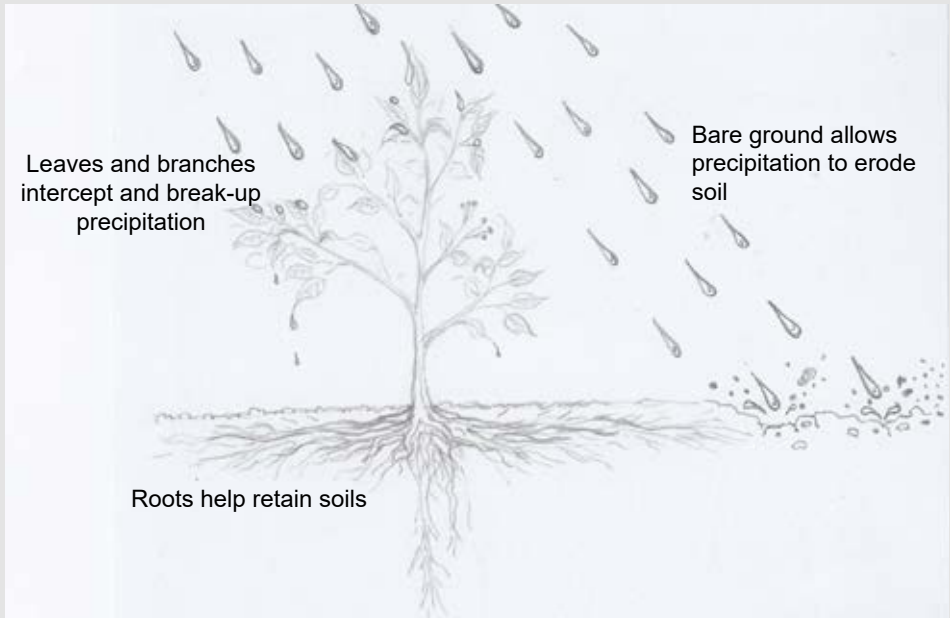
72 Plants are an essential component for the natural drainage system. Plants provide the food necessary for the development of healthy soil biology, which in turn develops good soil structure, which in turn helps with the storage and conveyance of water.



73 Natural vegetation cycling can improve soil water storage capacity. When deciduous leaves are dropped or plants die, plant material (humus) feeds soil organisms and creates a less dense soil structure which can store or convey more water. The movement of soil organisms increases this process, helping soil pores to enlarge to macropores. As soil organisms digest and decompose humus, they release nutrients back to the soil which in turn feeds new plants.

74 Living plants perform other key drainage tasks:

As plants grow, their roots open pores between soil particles, enabling increased storage and movement of water. The growth of plant roots also helps to physically bind soil and resist erosion, and the leaves of plants reduce raindrop impact on the soil.



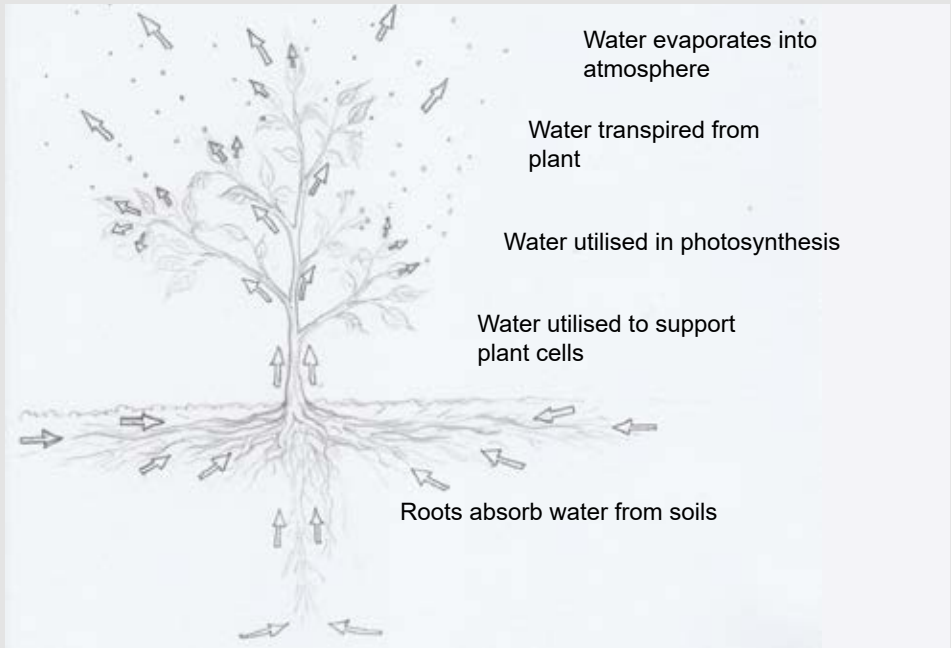
Schematic Diagram of Roots Increasing Erosion Resistance



Vegetated land showing better erosion resistance during flood conditions

Attribution: Image from: <https://www.frontierag.co.uk/blog/protecting-soil-from-erosion>

75 Plants also transpire - removing water from the ground and releasing it back into the atmosphere. Root hair cells absorb water from the soil by osmosis, some of that water is used for photosynthesis to feed the plant, some gives plant cells their rigidity, and some is released through leaf stomata.



WAYMARKER

Surveying vegetation: Joint Nature Conservation Committee (JNCC) Handbook for Phase 1 Habitat Survey
<https://data.jncc.gov.uk/data/9578d07b-e018-4c66-9c1b-47110f14d-f2a/Handbook-Phase1-HabitatSurvey-Revised-2016.pdf>

76 All vegetation will help to absorb and transpire water, reduce run-off volumes and slow run-off speeds.

77 Higher vegetation density will help provide a higher quantity of drainage benefits through:

- more diverse rooting depths
- more diverse plant heights for increased transpiration
- greater opportunity for filtering
- increased resilience of the natural water-cycle

Limited species vegetation:
water uptake will be restricted to the limited rootzone



Image: <https://www.pennington.com/all-products/grass-seed/resources/erosion-control-planting-slopes-and-hills>

Diverse vegetation:
rooting at different levels extends soil's ability to absorb water



Image: <https://www.treeworks.co.uk/where-are-the-roots/>

78 It is important to record and consider all vegetated surfaces, including vegetation that survives on man-made structures, such as climbing plants, succulents, ferns and mosses.

79 Developers should utilise a Phase 1 Habitat Survey of their site to identify existing vegetation coverage and inform their SuDS designer of areas where vegetation-density and vegetation-diversity could be increased to support SuDS.

3.6 Achieve a well-designed place

80 Growth will continue to be a major pressure upon the environment, therefore it is important that new development improves the quality of places and minimises its adverse effects on the environment and upon existing communities. Creatively designed SuDS should enrich both new development and existing areas by reducing the pressure on drainage systems and creating more attractive, nature rich, and enjoyable places within Cheshire East Borough.

81 Cheshire East is a varied place and new development must build upon its inherent qualities. The green and blue infrastructure for a site and its surroundings should be the foundation for any new development. Thinking positively about this could help to achieve maximum social, environmental, and economic value for a development.

82 SuDS provide an opportunity for habitats within and around a development. The incorporation of open water, both permanent and temporary, and associated reedbeds, wetlands and ditches provides a range of habitats for wildlife increasing the biodiversity value of a scheme.

83 Creatively designed SuDS, designed as a system (or train) of positive components, can be a major structuring element for new development, even on a site that has few pre-existing features or which is quite heavily constrained. They can build upon and cement the existing character of a place or help to build a new, positive identity. SuDS can also help to educate people about the environment and climate change, and promote social interaction and a sense of community.

84 SuDS designers should think more widely than the red line of a site and follow guidance set out by the Cheshire East Residential Design Guide.

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CEC Residential Design Guide Parts 1 & 2 found at:

https://www.cheshireeast.gov.uk/planning/spatial_planning/cheshire_east_local_plan/supplementary_plan_documents/design-guide-supplementary-planning-document.aspx

85 A positive example on a neighbourhood scale is Upton in Northampton where, as part of the Masterplanning and design coding for a new community, SuDS were integral elements of the place infrastructure. This fulfilled a practical need but did so in a way that also brought a distinctive townscape quality.



Images: e*SCAPE Urbanists

86 On a smaller infill scale, the Riverside Court scheme, at Stamford, demonstrates a different approach to SuDS as part of a creative urban design approach for a very constrained site. A full management train including canalised SuDS has enriched the townscape, and softens what could otherwise have been a hard, and somewhat featureless, development.



3.7 Incorporate Amenity and Recreation

87 When designing SuDS as part of place-making, developers should embrace opportunities to celebrate water, to educate and engage both existing and new communities, by creating safe opportunities for people of all ages to interact with water and to be playful.

88 Water can bring nature, movement, light, noise, drama, mark the changing seasons, add to the richness of a place and offer a more immersive experience to the user. People are drawn to water: looking at it, being near it, or even dipping fingers or toes into it. It can ignite the imagination, the senses, offer a sense of freedom and exhilaration or create places of calm reflection and playfulness. Its fluidity presents opportunities for self-initiated creative play and inclusion or creation of public art features.

89 As with all design, consideration of how people might use and respond to SuDS is a key consideration which should be taken into account from the outset of development planning. All ages benefit from a more creative, thoughtful integration of water and of SuDS into their environment, though particular consideration must be given to more vulnerable adults and children.

90 The CDM (Construction Design and Management) Regulations help all project managers, clients and designers to ensure all foreseeable risks are assessed, including designing maintenance access and implementation of future maintenance. Any unacceptable risk should be removed through design (designed-out) and where unavoidable risks remain they must be mitigated and managed. A Health and Safety file must be produced and a copy submitted to the Local Planning Authority.

91 SuDS should positively contribute to the amenity of developments and, whilst there are risks involved with water, with careful design, risk management and appropriate maintenance, SuDS could incorporate opportunities for community recreation, fun, and add distinctiveness and character.

92 Currently, the majority of drainage solutions proposed for residential developments in Cheshire East comprise pipes to detention basins. This solution can present a high risk in terms of amenity and recreation due to their potential flow-rates and depths of water and, as a consequence, these areas are often fenced off, reducing active recreation and play opportunities.



93 One of the objectives of this SuDS guide is to help developers move away from a 'one component fits all' solution, towards the design of an integrated, site-wide SuDS train which combines a number of components to negate or mitigate the need for large detention-basins.

94 In emulating the way the natural environment absorbs water, the SuDS should naturally reduce the risks associated with recreation and spreads it across the site. Thoughtfully-designed and well-managed solutions should open-up opportunities to include safer amenity and recreational elements for all sectors of our communities to enjoy. It should be supported by engagement with new and existing communities, by materials that creatively explain their purpose and presence and be clear about the required and specific maintenance they will receive.

95 Increasingly, water-play opportunities are incorporated into urban play-schemes, however the most common route has been through the use of mains-fed features such as jets, fountains or paddling pools.

96 Mains water is an expensive and unsustainable resource. Mains-fed play features tend to be seasonal and predictable, simply spraying or wetting people during the summer months. These could be considered as part of larger public realm schemes where the increased installation costs, management and maintenance are sustainable and the use of an increasingly important resource justified. Using rainwater and SuDS for play offers more diverse opportunities. It can also be simple, cost effective and easy to implement provided it is designed-in from the outset and as part of a well-considered masterplan.

97 SuDS must remain safe and accessible for the life-time of the developments they serve. Cheshire East Council will only approve and adopt SuDS where the risks have been formally assessed by a suitably-qualified person, taking into account future amenity and maintenance requirements of all components of the system.

"A paddling pool, even if shallow, involves a low but inevitable risk of drowning but this [risk] is normally tolerable. The likelihood is typically extremely low, the hazard is readily apparent, children benefit through the benefit of water play and finally, further reduction or management of risk is not practicable without taking away the benefits" - Health and Safety Executive

98 Water can provide formal and informal play and learning opportunities, ranging from naturalistic exploration akin to the understanding of risk taught at forest schools, to more contained experiences, such as how the cold water feels or the sound of a stone as it hits the water. SuDS systems and nature ponds should be considered within every new school or educational facility where the learning opportunity is maximised.

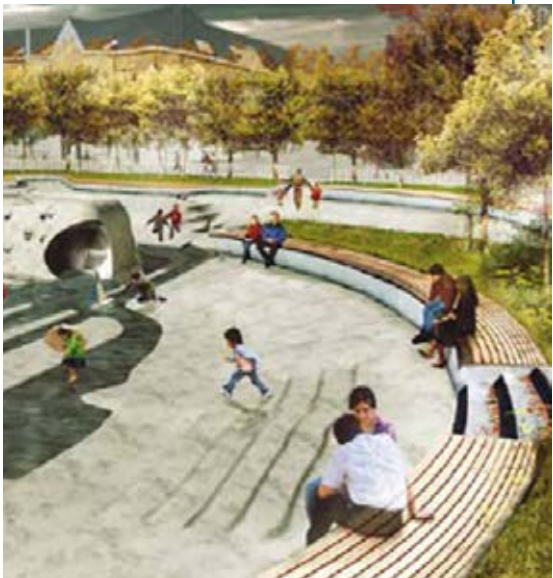
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Further advice regarding designing-out and managing risk should be sought from current national guidance which includes:

Health and Safety Executive - <https://www.hse.gov.uk/>

ROSPA - <https://www.rospa.com/>

CDM Regulations - <https://www.hse.gov.uk/construction/cdm/2015/index.htm>



4

Selecting components

WHAT THIS SECTION WILL COVER:

- Choosing SuDS components
- The SuDS selection matrix
- Considerations for discharge
- Local SuDS zones

4.1 Choosing SuDS components

99 SuDS design should focus on easy and efficient maintenance, to achieve low operational and maintenance costs and provide a safe environment for residents, visitors and the maintenance operatives.

100 One of the key elements of designing a site with SuDS is the decision about which components to use. As described in the previous chapter, there are a variety of SuDS components but not all will be suitable for all sites. It is therefore vital to have a comprehensive understanding about the nature of the site, particularly if there is contaminated ground and to ensure that a constant review is undertaken from project inception to SuDS operation. **Section 4.7** describes the best practice for this decision-making process based on the **CIRIA SuDS Manual**.

Source control options are detailed in the SuDS Suitability Selection Matrix as detailed at the end of **Section 4**.

101 *Developers should be mindful that pumping stations are not covered in this document. If your surface-water drainage strategy requires a pumping station, you will need to gain approval from Cheshire East's Lead Local Flood Authority.*

102 When undertaking SuDS design and construction, Developers should also refer to:

CIRIA report C768 'Guidance on the Construction of SuDS'.

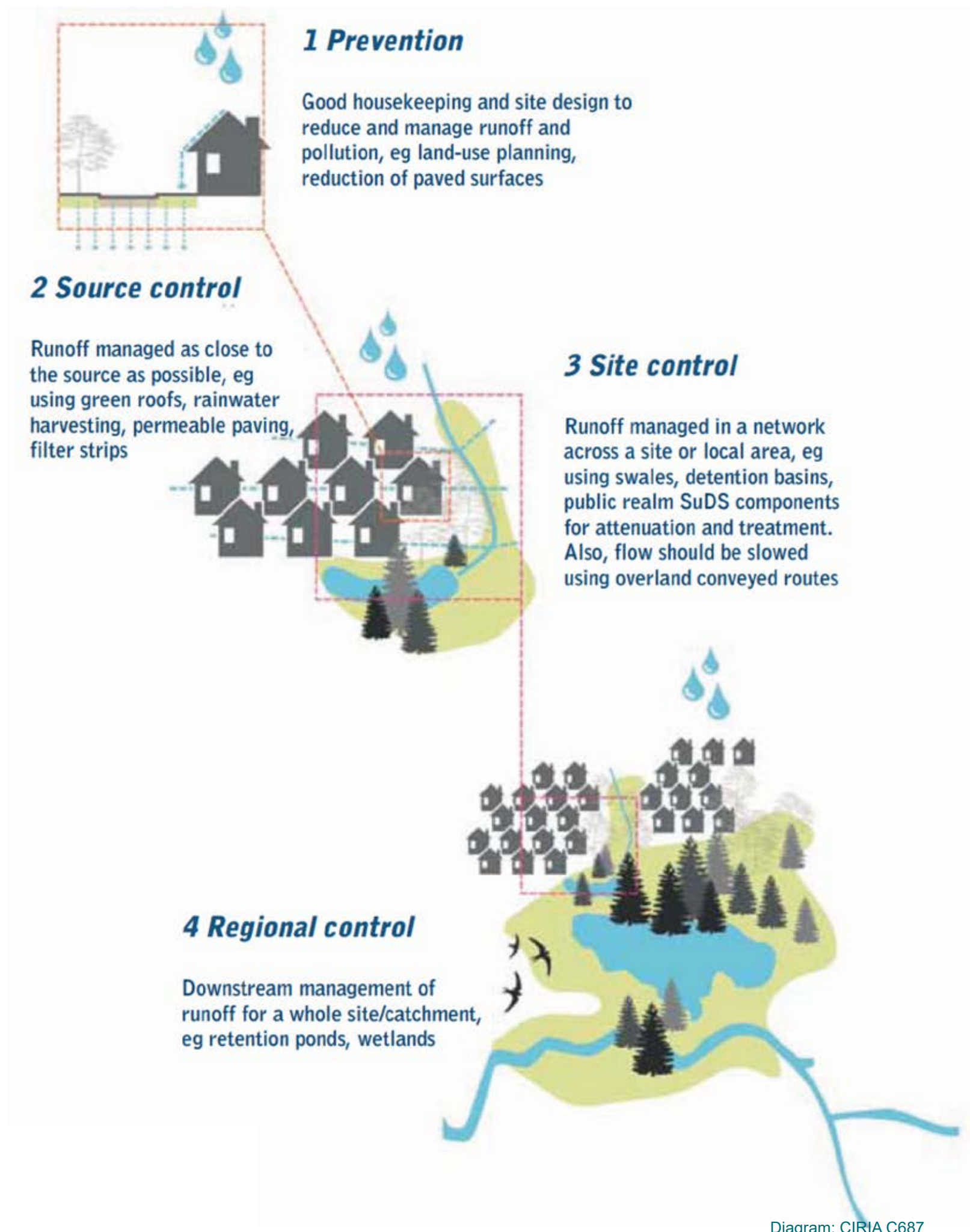
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The CIRIA's report C768 contains further best practice guidance SuDS designers and developers should follow. Further information can be found on the CIRIA website:

<https://www.ciria.org/>

Figure 4-1: Example of Sustainable Drainage Components in a System





4.2 Prevention

103 Preventing adverse impacts is the first priority when considering the sustainability of any development.

104 The first consideration for improving the sustainability of a drainage system for your site is preventing surface-water run-off through site design, including utilising the site's natural drainage capabilities and minimising building footprints and hard surfaces.

105 Preventing surface run-off reduces the pressure on water catchments, and on the sewerage system in times of flood. Prevention also reduces the need for SuDS components within your site, and consequently potential land take.

To prevent or reduce surface-water run-off:

- **Assess and understand the natural drainage of your site and plan your layout to integrate with it**
- Minimise footprints for buildings - floor area should be a true reflection of need
- Utilise green roofs - technology is widely available and can also provide insulation, carbon absorption and visual integration
- Minimise the extent of hard-surfacing, e.g. use soft centrelines within wheel-strips for driveways and reduce paved-patio sizes
- Utilise softer surfacing, e.g. reinforced grass and grid-type vehicular surfacing
- Retain the maximum extent of natural soils
- Manage soils to preserve & improve their depths, porosity and permeability and long-term health
- Retain the maximum scale of existing vegetation on site
- Increase vegetation where possible and appropriate, e.g. hedges rather than fenced boundaries, trees where space allows, climbing plants and living walls

Key surface water run-off prevention measures that all proposed development sites in Cheshire East are expected to employ include:



Managing Soils: The effects of poor soil-management include death of soil-ecology and loss of soil-structure, which lead to waterlogging and flooding and an inability to support health vegetation.



Retaining Vegetation: hedgerows and trees take decades to establish and develop as habitats and are essential elements of the natural drainage system, improving soil structure for infiltration and absorbing and transporting water
(downtoearth.co.uk)



Minimising Hard Surfaces:

To avoid and reduce the adverse impacts of hard surfaces, the scale of built development must be the minimum required, including roofs, approach roads, parking & turning areas and pedestrian paving.



Royal Horticultural Society Research Project:
[Greening Great Britain / RHS Gardening](#)

Maximising soft-surfaces: retain soft ground and utilise alternative design, new materials and green technologies



Scott Mitchell, Bridgehampton
'Ribbon driveways' and access roads reduce hard-surfacing by 60-70%

4.3 Source control

106 Source control uses sustainable drainage system components to manage your site's rainwater close to where it falls. Source control components affect the speed of run-off by helping to **intercept, capture and temporarily store water close to its fall-point**.

107 Source control components can also **reduce run-off quantity** and **improve run-off quality**.

Examples of source control components include:

- green roofs
- living walls
- permeable surfaces
- rainwater harvesting

Many source control components can be utilised for both new developments and retro-fitting to existing development.



Aberyswth University (Singleply.co.uk)

Green roof technology reduces run-off by retaining some infiltration, evaporation and plant-transpiration over the footprint of the building



Image courtesy of K. Swindells (2021)

Permeable paving reduces run-off by allowing infiltration on what would be an otherwise impermeable surface

4.4 Site control

108 Site control components can further **reduce run-off** from your site, **temporarily store excess water** and **guide the flow of any remaining run-off**. Site controls are also needed to **manage any run-on from neighbouring land**.

109 There are a variety of SuDS components which act as site controls and can be incorporated in any drainage system. SuDS components should be selected for their appropriateness in the context of your SuDS management train and should integrate with your site's context, considering land character and availability, maintenance needs and adoptability.

110 To reduce and control development run-off within your site, infiltration systems are encouraged. The following are examples of site control components:

- swales and filter strips
- canals, rills and channels
- raingardens

111 Where infiltration does not provide sufficient reduction of run-off, water-storage components should be incorporated in your SuDS management train. Subject to site constraints and the results of a risk assessment, ponds can provide the most effective water treatment. Underground storage does not provide water quality benefit and can only be used in conjunction with other SuDS. In order of preference, storage components include:

- attenuation basins
- underground storage



4.5 Regional control

112 Regional control components **gather run-off from multiple local sites, guide the flow of regional run-off** and **temporarily store regional run-off**. Regional controls also affect run-off **quality**, through sedimentation, filtration or sewage treatment. Regional control components include:

- detention ponds



Large-scale regional controls can have multiple benefits, including providing resources for wildlife and recreation

113 Larger-scale regional control components can become biodiverse habitats, including temporary or permanent waterbodies, wet woodland such as alder carr, extensive wet grassland, bogs and fens. Such habitats can benefit many priority species in local biodiversity action plans.

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For further advice regarding providing resources for biodiversity and recreation, refer to the Royal Society for the Protection of Birds (RSPB) and Wildfowl and Wetlands Trust (WWF) publication 'SuDS: Maximising the potential for People and Wildlife'

<https://www.rspb.org.uk/our-work/our-positions-and-casework/our-positions/land-use-planning/sustainable-homes-and-buildings/>

4.6 Discharge and Run-off Considerations

114 The preference for the discharge of surface water run-off is to the ground via infiltration. However, this may not be entirely possible for all sites due to soil-permeability, contaminated land, topography of the area or quantity of sediments and contaminants within the surface water.

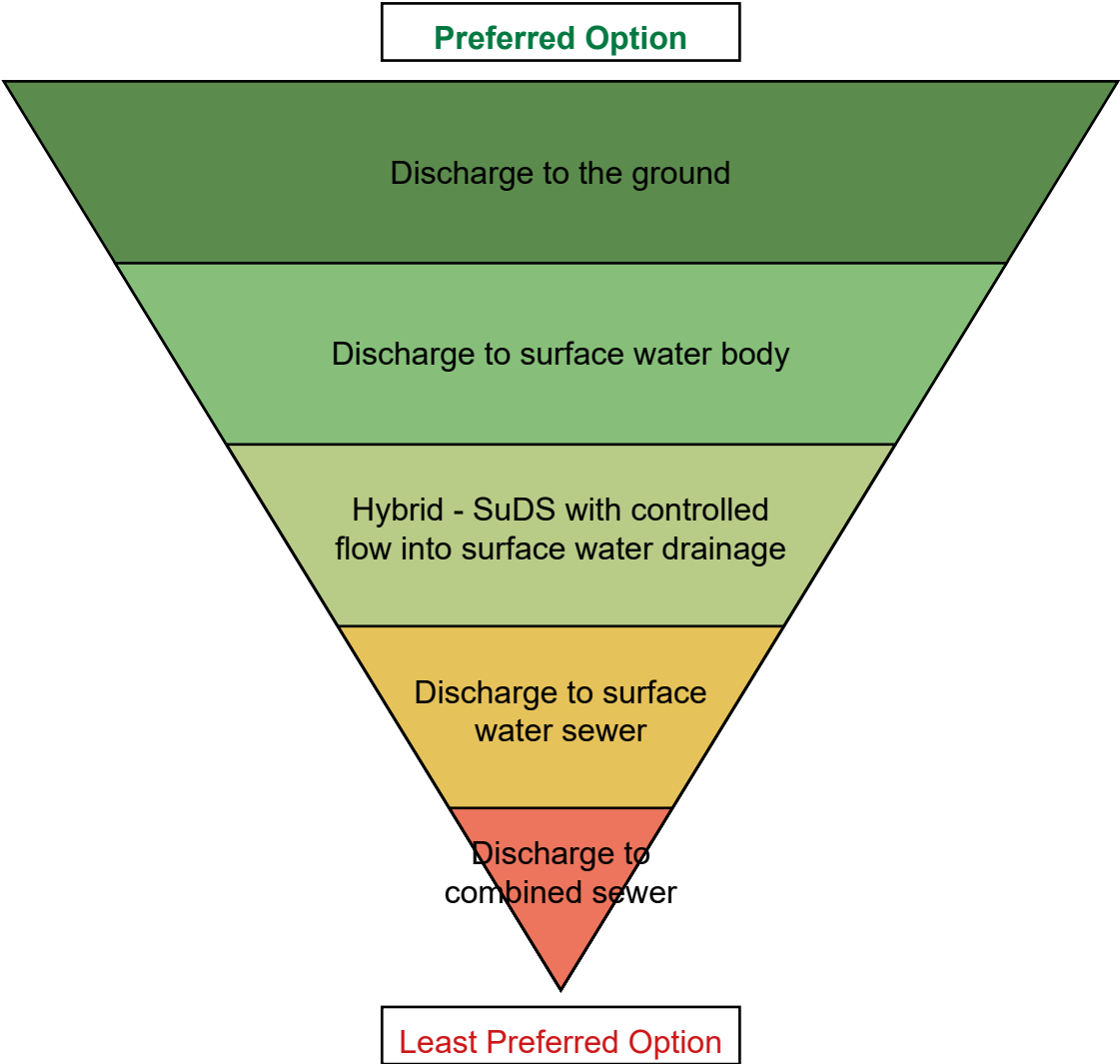
115 As shown in the run-off destination diagram to the right, other options of discharging to a surface water body, to a surface water sewer, or a combined sewer (in that order of preference) should be explored where infiltration is not fully possible. Surface water should never be discharged to the foul sewer. Connections from developments are not permitted onto highway drainage unless they comprise solely water from highway gullies.

Considerations and actions that should be undertaken include:

- Calculations of pre- and post-development run-off rates to ensure a neutral or better impact as appropriate.
- Consideration of the method of attenuation.
- Identification of whether the site lies within the coastal / tidal, fluvial or surface water (pluvial) flood outlines, or affected by groundwater.
- Consideration of the effects of climate change upon surface water volumes and flow pathways.
- Consultation with the relevant bodies depending on the location to which surface water is to be discharged:
 1. To the ground - consultation (where relevant) with the Environment Agency, National Coal Authority, British Geological Survey, Cheshire Brine Subsidence Compensation Board.
 2. To surface water bodies -
Ordinary Watercourse: Requires Land Drainage Consent from CEC LLFA under Land Drainage Act 1991. If the ordinary watercourse is not located within the developer's land ownership then they will be required to submit third-party landowner approval for this connection in the form of a written agreement.
Main River: Requires consent from the Environment Agency and a Flood Risk Activities Permit
Canal: Requires consultation with the Canal & River Trust. Any surface water discharge would be dependent on the canal's capacity to receive additional water and require prior assessment. Any discharge would be subject to the completion of a commercial agreement.
Reservoir: Requires consent from Reservoir asset owner.
 3. To a surface water sewer -
Private: Surface water discharge rate needs to be agreed with the LLFA. Any alterations/new connections may be subject to Land Drainage Consent Approval.
Public: A new connection to the public sewer requires United Utilities Consent. Please note that the allowable surface water discharge rate is determined by the LLFA.
 4. To a combined sewer -
Private: CEC LLFA determines surface water discharge rate. Permission from sewer owner is required if not located within applicants site boundary.
Public: Surface water and Foul Water must be drained on separate drainage system. Requires consent for connection by United Utilities. Please note that the allowable surface water discharge rate is determined by the LLFA.

116 Once the preferred method of discharge has been decided, additional information will be required depending on the site's characteristics. Further information can be found on the following page.

Figure 4-2: Discharge Hierachy



Drainage Hierarchy

117 The developer should select an appropriate drainage strategy that follows the hierarchy of drainage set out in Part H of the Building Regulations as shown above.

118 Surface water drainage strategies must be designed effectively to ensure all surface water flows up to the 1 in 100-year storm event +% Climate Change are managed safely within the site boundary and do not cause flooding to development or third-party land.

119 If the developer believes a stage of the hierarchy is unfeasible to incorporate onsite, then they must submit evidence of this to the Lead Local Flood Authority before it can be discounted. For example, if infiltration is to be discounted then the developer would be required to submit a ground investigation report/borehole logs and infiltration test results.

Infiltration testing

120 Infiltration testing onsite must be carried out in line with BRE 365 guidance. The LLFA requires the trial pit to be excavated in the same location as the proposed soakaway/SUDs feature and to the same depth of the proposed soakaway, if stability is an issue, the use of stone/pipe must be employed, as per BRE 365 guidance. This is to ensure that there are no variations in ground conditions which would negatively impact the effectiveness of infiltration. It is also required to ensure that no groundwater is encountered at the proposed depth of the soakaway to be constructed.

121 The trial pit should be filled 3 times within a 24-hour period and to a minimum of 75% full depth. Please calculate the soil infiltration rate from the time taken for the water level to fall from 75% to 25% effective storage depth in the pit.

122 An important criterion for all sites is the quality of run-off. Storm flows can trigger combined sewer overflows, causing foul pollution and they can also overload waste water treatment works, reducing treatment efficiencies. In exceptional circumstances the water authority might request that the run-off is detained completely and released only at night.

Brownfield sites

123 On uncontaminated brownfield sites, the water quality design criteria will depend on the existing sewerage infrastructure. If the water is discharged to a separate surface water sewer or directly to a watercourse, the site should be treated as an undeveloped site and the quality criteria will relate to the proposed land use.

124 If the site drains to a combined sewer that is unlikely to be converted to a separate system, the surface water should be treated with a single stage of treatment to remove grit and coarse solids. Foul sewage should be drained separately within the site.

Contaminated land

125 Where a contaminated land site is proposed for redevelopment, SuDS may still be used for drainage of surface water. However, the design of the drainage system will be site-specific and dependent upon the contaminants at the site, the remediation strategy and the risks posed by any residual contamination, in addition to normal design considerations.

126 The developer will need to consult with the planning authority and demonstrate that the proposed drainage system will not cause re-mobilisation of contaminants resulting in exposure to the wider environment. Infiltration systems may not be appropriate without remedial measures, and most techniques will require the use of liners. Remediation and redevelopment of contaminated land is a complex subject that requires specialist knowledge. The CIRIA publication SP164 (Harris et al, 1998) should be referred to for further information.

Land instability

127 Where past mining activity has taken place on or beneath the site proposed for redevelopment, the design of the SuDS system should consider the implications of this in relation to the stability and public safety risks posed by coal mining legacy. The developer should seek advice from a technically competent person to ensure that a proper assessment has been made of the potential interaction between hydrology, the proposed drainage system and ground stability, including the implications this may have for any mine workings which may be present. In some cases the effectiveness of the SUDs scheme may be affected by rising water tables relating to the cessation of past mining activity. The Coal Authority’s Environment team may be able to advise you if such matters may be of relevance in this locality.

WAYMARKER

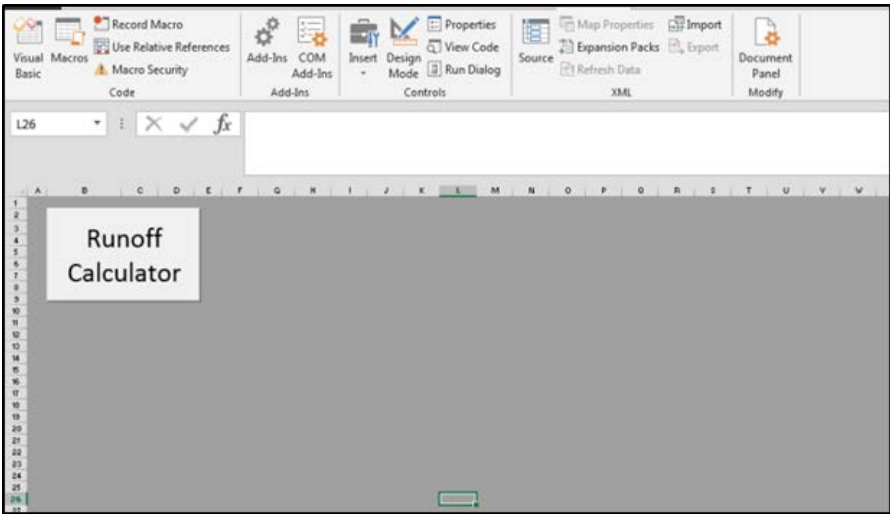
The gov.uk webpages contain extensive guidance regarding Brownfield and Contaminated Land. Here is a starting point for finding-out the condition of your land:

Performance standard for laboratories undertaking chemical testing of soil - brief guide for procurers of analytical services (publishing.service.gov.uk)

Run-off Calculator Guide

The Run-off Calculator is a programme constructed in Microsoft Excel. The run-off calculator can be downloaded from <https://www.uksuds.com/tools/greenfield-runoff-rate-estimation> To use the programme, open the file “Run-off Calculator. xlsx” and ensure macros are enabled. When open, the file should look similar to Figure 1.

Figure 1



To use the Calculator, press the “Run-off Calculator” button. A window should be displayed similar to Figure 2.

Figure 2

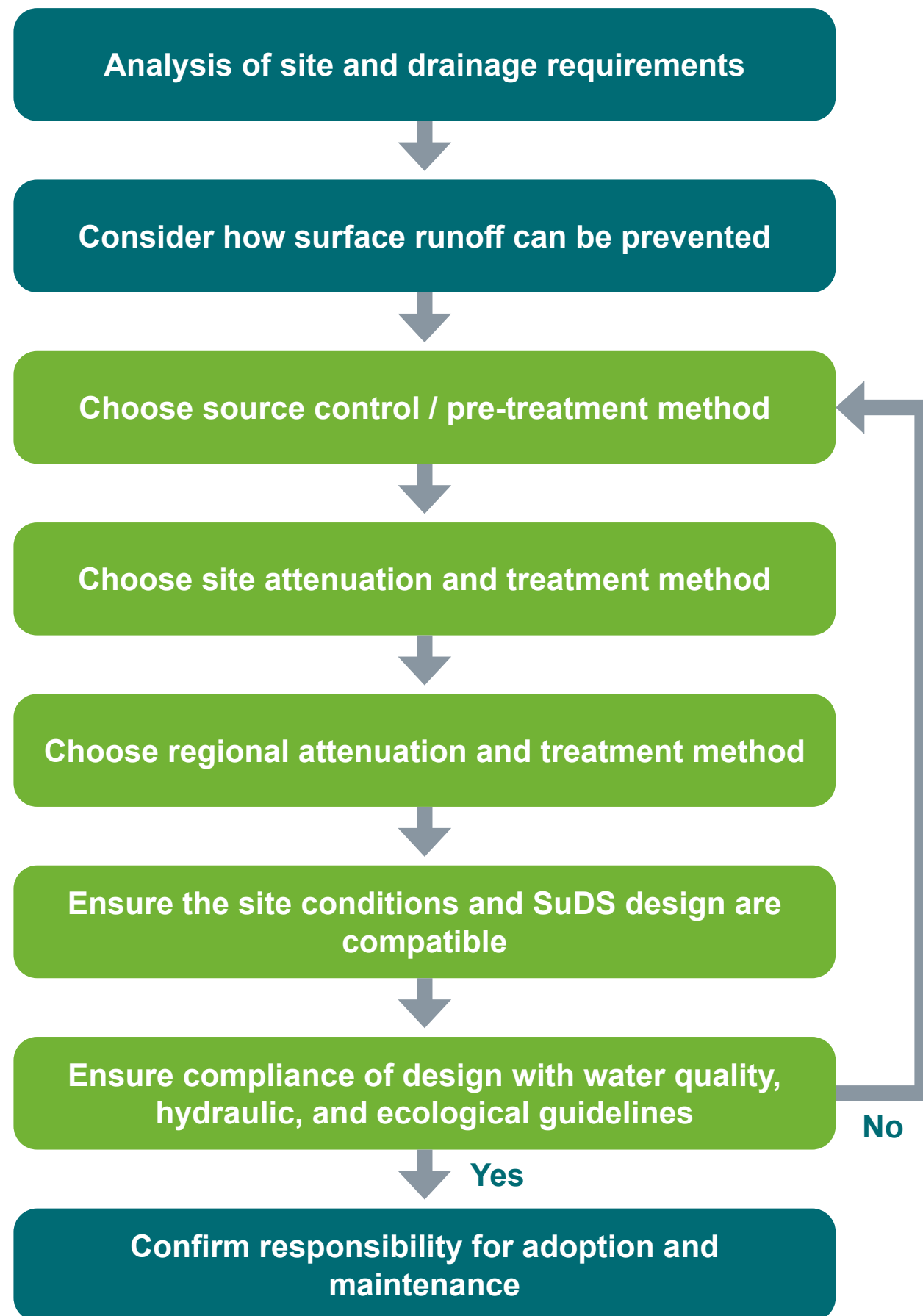
A screenshot of the 'Run-off Calculator' dialog box. The dialog box has a title bar with 'IH124' and a close button. It contains several input fields: 'Site Name' (text box), 'Site Area (ha)' (text box), 'Soil Description' (dropdown menu), and 'Urban Area (ha)' (text box). To the right of these fields is a section titled 'Peak Greenfield Runoff Rate (l/s)' with a list of return periods: '2 year', '5 year', '10 year', '20 year', '25 year', '30 year', '50 year', '75 year', and '100 year'. Each return period has a corresponding text box for the runoff rate. At the bottom of the dialog box are two buttons: 'Calculate Runoff' and 'Clear Data'.

This window in Figure 2 should be completed as follows:

Site Name:	A name for the Site.
Site Area:	The area of the site in hectares.
Soil Description:	Select the best description of the prevailing ground conditions for the Site.
Urban Area	The area of impermeable surface within the site in hectares.

Once these have been completed press the “Calculate Run-off” button to calculate the peak Greenfield Run-off Rate in litres per second for the displayed return periods.

How to Select SuDS Components



4.7 Selecting SuDS Components

128 Development tools can also be used to help design SuDS Trains which effectively respond to the unique characteristics of an individual site. This can be useful when considering how SuDS components work together and the impact these features can have in mitigating flood risk.

Examples of such tools include:

<https://www.causeway.com/products/drainage-design>

<https://www.autodesk.co.uk/products/infodrainage>

though there are a variety of tools available which offer similar assistance.

129 As discussed in Chapter 3, the type of SuDS components in a system should be chosen to suit site character, including local geology, topography and soils conditions, and integrate with site elements. Particular consideration must be given to the relationships between SuDS components and other on-site and neighbouring features, both natural and artificial.

130 Ground risk is also a significant factor for some components. For example, some sub-terranean or surface-permeable SuDS components may not be suitable in chalk soils near highways and properties. Depending upon the site's character and features, minimum offsets from built structures may be required for some SuDS components. A ground modelling exercise may be required to ascertain suitability.

131 To assist in the selection of appropriate SuDS, the following page includes a **SuDS Suitability Selection Matrix** which identifies the various benefits and constraints of common SuDS techniques. This Selection Matrix should be used in conjunction with advice in [CIRIA C768 parts B, C & D](#), to choose components suited to:

- Land character and proposed land use
- Water quantity
- Water quality
- Environmental benefits
- Budget

WAYMARKER

Research regarding component costings can be found here:

https://assets.publishing.service.gov.uk/media/6034ee6c8fa8f54334a5a6a9/Cost_estimation_for_SUDS.pdf

CIRIA's BEST Tool for monetising the value of SuDS can be found here:

<https://www.ciria.org/ItemDetail?iProductCode=W047AF&Category=FREEPUBS&WebsiteKey=3f18c87a-d62b-4eca-8ef4-9b09309c1c91>

WAYMARKER

The Cambridge SuDS Design and Adoption Guide details maintenance and costs for many of the components identified in the CEC SuDS guide:

<https://www.cambridge.gov.uk/media/5471/suds-design-and-adoption-guide-appendices.pdf>

SuDS Suitability Selection Matrix

General Suitability					Landuse Suitability								Water Quantity Suitability	Water Quality Suitability						Environmental Benefits		Cost Suitability		
SUDS Group	ID	Technique	Suitability Conditions	Management Train Suitability	Low Density (1)	Residential (1 to 2)	Local Roads (2)	Commercial (2 to 3)	Industrial (2 to 3)	Construction Site (1)	Brownfield (1)	Contaminated Land		Water Quality Removal Technique	Pollutants Removed	Removal Treatment Potential					Community Appeal	Habitat Creation Potential	Maintenance	Capital
																TSS	Heavy Metals	Nutrients	Bacteria	FSSDP				
Retention	1	Retention pond	A F	Site control, regional control	Y	Y	Y	Y	Y	Y	Y	Y	Detention, <u>infiltration</u> *, water harvesting	Sedimentation, filtration, adsorption, biodegradation, volatisation, precipitation, uptake by plants, de-nitrification	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	M	M	M	H	H ¹	H	M	M
	2	Subsurface storage		Conveyance, site control	Y	Y	Y ¹	Y ¹	Y ¹	Y	Y	Y ¹	Conveyance, detention	<u>Sedimentation</u> *, <u>filtration</u> *	Nutrients, sediments, metals, hydrocarbons	L	L	L	L	L	H	L	L	M
Wetland	3	Shallow wetland	B, D, F, I	<u>Conveyance</u> *, site control, regional control	Y	Y	Y	Y	Y	N	Y	Y	<u>Conveyance</u> *, detention, <u>infiltration</u> *, water harvesting	Sedimentation, filtration, adsorption, biodegradation, volatisation, precipitation, uptake by plants, de-nitrification	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	M	H	M	H	H ¹	H	H	H
	4	Extended detention wetland	B, D, F, I	<u>Conveyance</u> *, site control, regional control	Y	Y	Y	Y	Y	N	Y	Y	<u>Conveyance</u> *, detention, <u>infiltration</u> *, water harvesting	Sedimentation, filtration, adsorption, biodegradation, volatisation, precipitation, uptake by plants, de-nitrification	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	M	H	M	H	H ¹	H	H	H
	5	Pond / wetland	B, D, F, I	<u>Conveyance</u> *, site control, regional control	Y	Y	Y	Y	Y	N	Y	Y	<u>Conveyance</u> *, detention, <u>infiltration</u> *, water harvesting	Sedimentation, filtration, adsorption, biodegradation, volatisation, precipitation, uptake by plants, de-nitrification	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	M	H	M	H	H ¹	H	H	H
	6	Pocket wetland	B, D, H	<u>Conveyance</u> *, site control, regional control	Y	Y	Y	Y	Y	N	Y	Y	<u>Conveyance</u> *, detention, <u>infiltration</u> *, water harvesting	Sedimentation, filtration, adsorption, biodegradation, volatisation, precipitation, uptake by plants, de-nitrification	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	M	H	M	H	M ¹	H	H	H
	7	Submerged gravel wetland	B, D, F, I	<u>Conveyance</u> *, site control, regional control	Y	Y	Y	Y	Y	N	Y	Y	<u>Conveyance</u> *, detention, <u>infiltration</u> *, water harvesting	Sedimentation, filtration, adsorption, biodegradation, volatisation, precipitation, uptake by plants, de-nitrification	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	M	H	M	H	L	M	M	H
	8	Wetland channel	B, D, F, I	<u>Conveyance</u> *, site control, regional control	Y	Y	Y	Y	Y	N	Y	Y	<u>Conveyance</u> *, detention, <u>infiltration</u> *, water harvesting	Sedimentation, filtration, adsorption, volatisation, precipitation, uptake by plants, de-nitrification	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	M	H	M	H	H ¹	H	H	H
Source control	9	Green roof	G, H	Prevention, pre-treatment, source control	Y	Y	N	Y	Y	N	Y	Y ¹	Detention	Filtration, adsorption, volatisation, precipitation, uptake by plants, de-nitrification, biodegradation	Sediments, hydrocarbons, metals, pesticides, chlorides, cyanides, organic matter, BOD, nutrients	N/A	N/A	N/A	N/A	H	H	H	H	H
	10	Rain water harvesting	H	Prevention, <u>conveyance</u> *, <u>source control</u>	Y	Y	N	Y	N	N	Y	Y ¹	<u>Conveyance</u> *, <u>detention</u> *, <u>infiltration</u> , <u>water harvesting</u> *	<u>Sedimentation</u> *, <u>filtration</u> *, <u>adsorption</u> *, <u>biodegradation</u> *, <u>volatisation</u> *, <u>precipitation</u> *, <u>uptake by plants</u> *, <u>de-nitrification</u> *	Chlorides, sediments, hydrocarbons, metals, pesticides, chlorides, cyanides, organic matter, BOD, nutrients	M	L	L	L	N/A	M ¹	L	H	H
	11	Pervious pavement	C, D	Prevention, source control, <u>site control</u> *	Y	Y	N	Y	Y	N	Y	Y*	Detention, <u>infiltration</u> , <u>water harvesting</u> *	Sedimentation, filtration, adsorption, biodegradation, volatisation	Sediments, hydrocarbons, metals, pesticides, nutrients, cyanides, organic matter, BOD	H	H	H	H	H	M	L	M	M
Infiltration	12	Infiltration trench	C, H, J	<u>Conveyance</u> *, source control, site control	Y	Y	Y	Y	N	N	Y	Y ^{1*}	<u>Conveyance</u> *, detention, <u>infiltration</u>	Filtration, adsorption, biodegradation, volatisation	Sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	H	H	M	H	M	L	L	L
	13	Infiltration basin	C, F, J	Site control, regional control	Y	Y	Y	Y	N	N	Y	Y ^{1*}	Detention, <u>infiltration</u>	Filtration, adsorption, biodegradation, volatisation	Sediments, hydrocarbons, metals, pesticides, cyanides, nutrients, organic matter, BOD	H	H	H	M	H	H ¹	M	M	L
	14	Soakaway	C, H, J	Source control	Y	Y	Y	Y	N	N	Y	Y*	Infiltration	Filtration, adsorption, biodegradation	Sediments, hydrocarbons, metals, nutrients, pesticides, organic matter, BOD	H	H	H	M	H	M	L	L	M
Filtration	15	Surface sand filter	C, D, F, K	Pre-treatment, site control, <u>regional control</u> *	N	Y	Y	Y	Y	N	Y	Y	Detention, <u>infiltration</u> *	Filtration, adsorption, biodegradation, volatisation, precipitation	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	H	H	M	H	L	M	M	H
	16	Sub-surface sand filter	C, D, H, K	Pre-treatment, site control, <u>regional control</u> *	N	Y	Y	Y	Y	N	Y	Y	Detention, <u>infiltration</u> *	Filtration, adsorption, biodegradation, volatisation, precipitation	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	H	H	M	H	L	L	M	H
	17	Perimeter sand filter	C, D, H	Pre-treatment, site control, <u>regional control</u> *	N	N	Y	Y	Y	N	Y	Y	Detention, <u>filtration</u> *	Filtration, adsorption, biodegradation, volatisation, precipitation	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	H	H	M	H	L	L	M	H
	18	Bioretention / filter strip	C, D, F, H	Pre-treatment, source control	Y	Y	Y	Y	Y	N	Y	Y	<u>Conveyance</u> *, <u>detention</u> *, <u>infiltration</u> *	Sedimentation, filtration, adsorption, biodegradation	Nutrients, sediments, hydrocarbons, metals, pesticides, organic matter, BOD,	H	H	H	M	H	H	H	H	M
	19	Filter trench	A C, D, H	Conveyance, source control, <u>site control</u> *	Y	Y	Y	Y	Y	N	Y	Y	Conveyance, detention	Filtration, adsorption, biodegradation, volatisation	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	H	H	H	M	H	M	L	M	M
Detention	20	Detention basin	A C, F, K	Site control, regional control	Y	Y	Y	Y	Y	Y	Y	Y	Detention	Sedimentation, <u>filtration</u> *, <u>adsorption</u> *, biodegradation, <u>uptake by plants</u> *	Nutrients, sediments, hydrocarbons, metals, pesticides, cyanides, organic matter, BOD	M	M	L	L	L	H ¹	M	L	L
Open channels	21	Conveyance swale	C, E, F, H, J	Conveyance, pre-treatment, site control	Y	Y	Y	Y	Y	Y	Y	Y	<u>Conveyance</u> *, <u>detention</u> *, <u>infiltration</u> *	Sedimentation, filtration, adsorption, <u>uptake by plants</u> *, biodegradation	Nutrients, sediments, hydrocarbons, metals, pesticides, organic matter, BOD	H	M	M	M	H	M ¹	M	L	L
	22	Enhanced dry swale	C, E, F, H, J	Conveyance, pre-treatment, site control	Y	Y	Y	Y	Y	Y	Y	Y	<u>Conveyance</u> *, <u>detention</u> *, <u>infiltration</u> *	Sedimentation, filtration, adsorption, <u>uptake by plants</u> *, biodegradation	Nutrients, sediments, hydrocarbons, metals, pesticides, organic matter, BOD	H	H	H	M	H	M ¹	M	L	M
	23	Enhanced wet swale	B, E, F, H, J	Conveyance, pre-treatment, site control	Y	Y	Y	Y	Y	Y	Y	Y	<u>Conveyance</u> *, <u>detention</u> *, <u>infiltration</u> *	Sedimentation, filtration, adsorption, <u>uptake by plants</u> *, biodegradation	Nutrients, sediments, hydrocarbons, metals, pesticides, organic matter, BOD	H	H	M	H	H	M ¹	H	M	M

Item	Description
Blue outline	Infiltration-dependent components; will only work with permeable soil
	Not suitable / not applicable
	Potentially suitable providing that design prevents mobilisation of contamination
	Suitable
Y	Yes
N	No
L	Low
M	Medium
H	High
A	Liner is required for permeable soil
B	Surface base flow may be required
C	Minimum depth to water table shouldn't be less than 1 m
D	Slope should not exceed 5%
E	Follows contours for slope greater than 5%
F	Only suitable for large spaces
G	A roof has to be able to support 2 KN/m2 for extensive, 7 KN/m3 for semi-intensive and 10 KN/m3 for intensive configurations.
H	Not suitable if area draining into SUDS is more than 2 ha
I	Only suitable where high flows are diverted around SUDS component for area of more than 2 ha
J	Only if available head is less than 1 m
K	Only if available head is between 1 and 2 m
1	One treatment train stage may be sufficient
*	Some opportunities, subject to design
*	Will require draw-down and rehabilitation following construction activity, prior to use as a permanent drainage system.
(...)	Number of treatment train stages required.
!	There may be some public safety concern associated with open water which needs to be addressed at the design stage.
FSSDP	Fine Suspended Sediments and Dissolved Pollutants

5

Key requirements for common components

5.1 Common Site challenges for SuDS Design

132 Constraints which may restrict the use of certain SuDS components include flood plains, groundwater, geology, soils or contaminated land. A summary of common site challenges is outlined below:

Attenuating flood flows and volumes

Addressing surface water runoff

- Proximity to sites with existing surface water issues
- Proximity to homes and other urban features
- Runoff caused by adopted highways and other impermeable surfaces

Consideration of groundwater

- Potential entry of pollutants to groundwater through infiltration of surface runoff
- High groundwater levels
- Additional restrictions of Groundwater Protection Zones

Topography

- Conveying water on ground without a gradient
- Conveying water on ground with a steep gradient

Conditions of the ground

- Highly cohesive soils restricting infiltration
- Contamination

Constrained space

- Limitations of space within site area

Existing / buried infrastructure

- Buried utilities - particularly water pipes that could come into contact with SuDS
- Predominantly impervious sites

5.2 What standards should be met?

133 The non-statutory technical standards for SuDS (March 2015) provide guidance for Councils to define their own standards for approval of SuDS proposals within planning applications to ensure developments suit local requirements and address common site challenges for SuDS.

134 SuDS should be designed with the minimum amount of underground or traditional piped linkage as possible. The designer should always aim to use easily accessible features to connect SuDS features wherever possible.

135 SuDS should be designed with these needs in mind: design, construction, maintenance, and operation. The following criteria should also be considered:

- **Function** - as well as treating and attenuating run-off, SuDS should be designed with multiple benefits in mind such as public-friendly spaces, enhanced and new landscape features, habitats encouraging wildlife to flourish, which in turn create better places for people.
- **Maintenance** - all SuDS components should have suitable access provisions included and component design should enable safe and easy maintenance.

136 Please note that the embankment slope gradients of Sustainable Drainage Systems should be designed in accordance with national health and safety guidance on access/egress and maintenance requirements.

WAY MARKER

SuDS (Sustainable Drainage Systems)

Cheshire East Council is the Lead Local Flood Authority and Local Planning Authority for the Borough of Cheshire East and refers to the following nationally-recognised best practice guidance from the Construction Industry Research & Information Association:

CIRIA SuDS Manual (C753)

&

CIRIA Report C768 Guidance on the Construction of SuDS:

<https://www.ciria.org/ItemDetail?iProductcode=C768&Category=BOOK>

Sewerage Sector Guidance V.2.2 June 2020 part C:

<https://www.water.org.uk/sewerage-sector-guidance-approved-documents/>



Rainwater harvesting is the collection of rainwater runoff from impermeable surfaces via interception which can be used as a sustainable water supply, whilst also reducing the volume of surface water run off on site and in turn reducing flood risk. Rainwater harvesting supports SuDS systems and helps to provide interception storage.

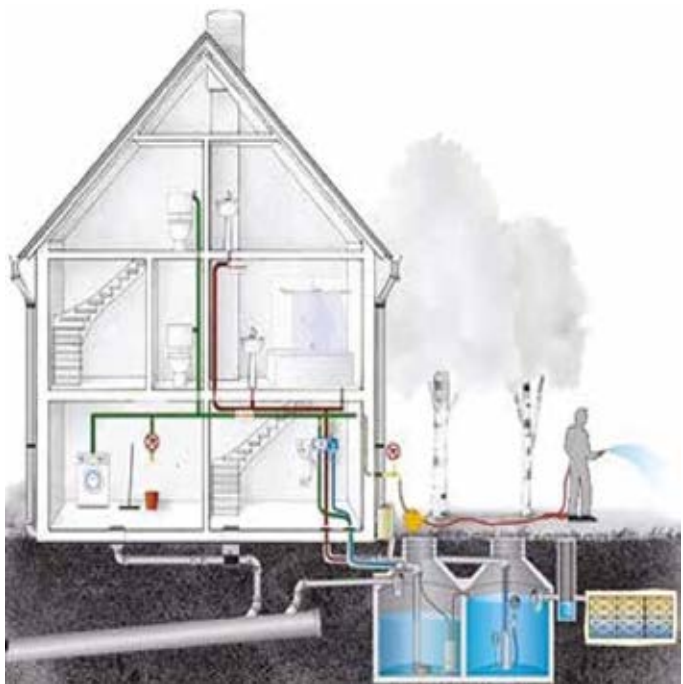
Rainwater can be collected in water butts for watering gardens or more sophisticated systems can re-use water to flush toilets or irrigate living walls.

WAYMARKER

SEE MATRIX ID 10

For best practice refer to:

- CIRIA C753 The SuDS Manual Part D.
- CIRIA report C768 'Guidance on the Construction of SuDS'.
- Sewerage Sector Guidance V.2.2 June 2022 part C



Key Characteristics

- Can be utilised for capture and re-use of rainwater or simply as a form of attenuation on both new and existing roofed structures: commercial or agricultural buildings, public amenities such as cycle-stores or bus-stops, and domestic garages, sheds and dwellings.
- In its simplest form, water butt(s) can be used
- More complex harvesting systems can provide benefits both within and outside buildings
- It can be part of a combined system that also includes 'grey' water

Main Considerations

- Controlling contaminants and managing flow into the tank are important parts of the design
- Ground/hydrological conditions need to be suitable if below-ground tanks are proposed
- Excavation proposals must include appropriate soils' management and re-use
- The more complex the system, the greater the purchase and management cost
- System type should be designed to suit the nature and context of the development
- More complex systems require water quality monitoring, depending on use

Key Benefits

- Many new developments are taking place in the Borough, where even simple harvesting could make a significant cumulative impact
- There are a number of large-scale commercial sites where harvesting systems could be utilised
- Rainwater harvesting is also promoted in Chapter 5 Volume 2 of the CEC Design Guide
- In many areas ground conditions should be favourable for more complex systems (e.g re-use of water to supply living walls or to water crops)
- collected and re-used water could reduce a property's long-term revenue costs if run-off into sewerage system is reduced

Rainwater harvesting can take on many forms in a variety of situations:

Within a residential context this may include the provision of individual water butts to collect rainwater from roofs.

A commercial application could be the use of storage ponds to accumulate water for reuse as an alternative water supply for a garden centre.

Smart Water Butts

Smart water butts typically use wifi to access upcoming data on weather patterns. In the event of a storm, the water butt pre-emptively empties to free-up capacity for water attenuation. As a result, they can help to reduce the volume of water run-off during a storm.

These systems therefore have the benefit of reducing the potential impacts of excessive water run-off during a storm whilst operating as water butts for grey water usage. These components can be used as part of a wider SuDS train, helping to manage water through an integrated approach.

Technical Requirements: – Rainwater Harvesting

There are three key types of RWH system; composite systems, gravity-based systems and pumped systems.

Gravity systems are designed so that the rainwater is collected by gravity and stored at elevation (e.g.in roof space or just below gutters) so that it can also be supplied by gravity.

Pumped systems tend to store water at ground level or underground, where it is then pumped out for supply purposes.

Composite systems use both gravity and pumped features in their design

The primary parameters used for calculating the size of the storage are:

- The rainfall volume that is to be captured.
- Average annual rainfall (AAR)
- Daily need for non-potable water
- Building occupancy number
- Contributing surface area

Hydraulic and water quality design criteria

There are various methods available to design an RWH system; the most accurate is via modelling.

Selection and siting

Rainwater harvesting is a SUDs component that can be used in a variety of development settings e.g. residential, commercial or industrial development.

- Storage tanks should be placed in secure locations and are commonly fitted underground, on roofs and adjacent to buildings.
- Geotechnical ground investigations are needed to establish site selection for RWH units (tanks should not be placed on made ground).
- Careful consideration should be given to the ground water table when using underground units as flotation issues may arise, if the ground water level is shallow on site.
- Structural considerations (e.g. depth of building foundations) should be given to RWH tanks sited parallel to buildings.

Pre-treatment, inlets and outlets

Primary screening devices are used to avoid leaves and from entering the tank. Primary screening devices often have a wire mesh screen installed near the downspout.

First flush devices can be designed to divert the first part of the rainfall away from the main storage tank; this normally contains the largest amount of dirt, debris and contaminants. This must then be safely treated and managed downstream.

RWH systems need either an inlet valve that closes flow into the container when it is full, or an overflow arrangement that conveys excess surface water runoff away from the building without causing damage.

Landscaping and Amenity

- Support the resilience of developments and their landscape to variabilities in climate and water resource availability.
- Create opportunities for learning in educational and community settings.

Safety

RWH systems should be installed using safe construction methods and manufacturers guidelines should be adhered to.

Operation and Maintenance

- Access to RWH components should be safe and easily accessible to ensure regular maintenance and inspection can be carried out.
- Maintenance requirements are specific to each individual RWH system.
- Routine inspection of the filter system should be carried out every 3 months.

Any property with an RWH system installed should be provided with appropriate information as to what equipment has been installed. This information should include:

- Its purpose
- Its maintenance requirements
- The actions required to rectify any potential failure
- The expected performance of the system.

5.3.2 Source Control - Permeable Surfacing



<https://www.escofet.com/en/products/walking/permeable-paving/checkerblock>

Permeable paving allows water to infiltrate through its surface into a sub-base below. Water then either infiltrates into the ground or passes through to an outfall.

Permeable pavements can be very effective at controlling surface-water run-off.

It is now a legal requirement in England that new and refurbished driveways in front gardens must be designed to be permeable.

WAYMARKER

SEE MATRIX ID 11

For best practice refer to:

- CIRIA C753 The SuDS Manual Part D.
- CIRIA report C768 'Guidance on the Construction of SuDS'
- Sewerage Sector Guidance V.2.2 June 2020 part C



Key Characteristics

- A variety of permeable surfacing is available
- Allows infiltration into the sub-base where water is stored and released gradually either to the ground or to an outfall (usually another SuDS component)
- Permeable surfacing is effective at slowing run-off and can help remove pollution
- Cross-construction permeability is required i.e. base layers and membrane permeability as well as wearing course
- Permeable surfacing can add water-storage capacity

Main Considerations

- Extent of any artificial surfacing should be minimised to promote natural drainage, preserve soils and promote vegetation. Excavation proposals must include appropriate soils' management and re-use
- Construction materials should avoid landscape impacts of quarrying virgin rock by utilising appropriate re-used or recycled materials in preference to new. Any new materials should be locally-sourced where possible. Any stone used should reflect local geology where possible. Ensure any new stone is certified as ethically-sourced & supplied
- Permeable paving and underground cellular based systems are not preferred in the adoptable highway due to maintenance requirements. However, if it can be demonstrated that the system has been designed to minimise siltation then Cheshire East Highways will consider adoption on a case-by-case basis
- Incorporate outflow components to manage excess

Key Benefits

- Usable for parking areas, vehicular hard-standings, pedestrian walkways, driveways, patios and other non-adoptable surfaces
- Can substantially reduce run-off at source
- Can be retro-fitted to existing development
- In many areas, ground conditions should be favourable for infiltration, however, areas with poor soil-infiltration can consider permeable surfacing as an attenuation component

WAYMARKER

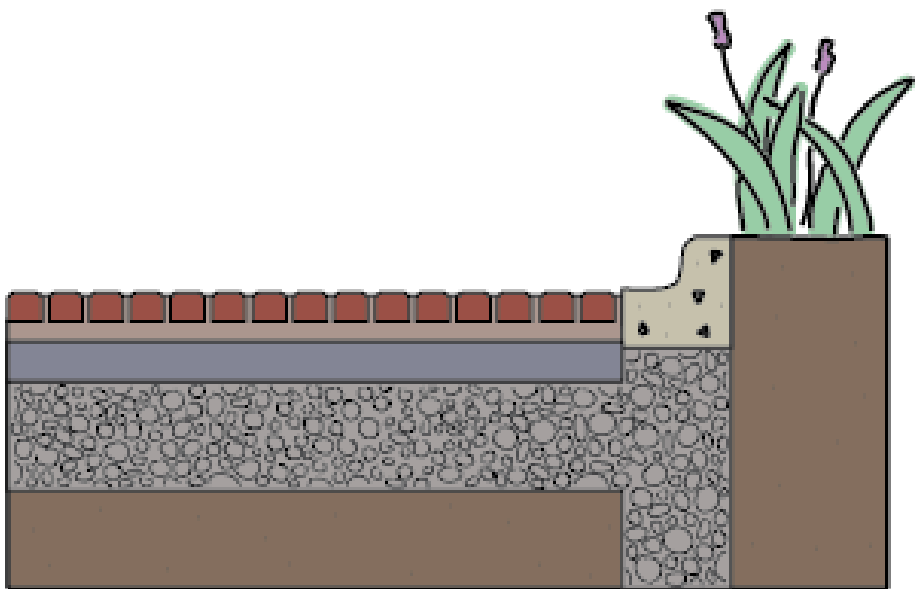
Porous and permeable surfaces:

Adoptable standards will be required for public highways.

<https://www.cheshireeast.gov.uk/pdf/highways/policies-and-standards-documents/highway-surface-water-policy.pdf>

The Paving Expert website contains information and inspiration for available materials and commercially-tested techniques:

<https://www.pavingexpert.com/>



<https://specificationproductupdate.com/2019/05/01/permeable-paving-by-inter-pave/>

Technical Requirements: Porous / Permeable Surfacing

Porous Pavements: infiltrate water through their whole surface.
Permeable pavements: have a surface that is formed of material that is itself impermeable to water. The materials are positioned to provide void space through the surface towards the sub-base.
Concrete block permeable paving must be designed in relation to British standard BS 7533-13:2009. Materials commonly used include: porous asphalt, reinforced grass, gravel, concrete or clay block permeable paving.

Hydraulic and water quality design criteria

- There are three surface water management methods which can be adopted:
- 1) All surface water run off infiltrates through the structure and permeates into the ground. An overflow pipe may be required to manage surface water run off flows during extreme rainfall events.
 - 2) Surface water run off which exceeds the infiltration capacity of the subsoils discharges to the receiving drainage system e.g. watercourse or sewer.
 - 3) No infiltration to the subsoils occurs, instead water drains through the subbase and is then carried through perforated pipes to an outfall.
- There are four features to the hydraulic design of pervious pavements to consider:
- 1) Calculation of the infiltration rate through the permeable pavement structure.
 - 2) Calculation of the storage volume necessary to accommodate flows up to 1 in 100yr (plus percentage for climate change).
 - 3) Calculation of the discharge rate to the outfall (l/s).
 - 4) Exceedance design layout so that all surface water run off flows are contained and managed safely onsite without causing any increased flood risk.
- In order for the system to have a positive outfall for associated surface water run off, the infiltration rate of the soils onsite should be significantly greater than the design rainfall intensity.
 - Stormwater calculations for a range of rainfall durations up to 1 in 100yr + CC event should be carried out to accurately determine the capacity of the storage volume required.
 - Surface water flow paths during exceedance events should be planned for within the overall surface water drainage layout. This should ensure that flooding to property is avoided and safe access and egress from the development site is maintained.
 - Where adjacent areas drain into the surface, the ratio of impermeable to pervious should be limited to 2:1 to prevent clogging.
 - A minimum value of 2500mm/h is considered reasonable for a pavement surface to be considered pervious in relation to surface water management.
 - It is advised that a factor of safety of 10 is applied to the surface infiltration rate of all permeable structures, to account for potential clogging of the pavements surface area over its design life.

Selection and siting

- Permeable paving is a suitable SUDs feature for a variety of sites.
- Pervious pavement should be limited to low traffic areas (unless permeable paving materials designed to withstand pressures from heavy loading vehicles can be installed).
- Within 10 feet of building foundation that is above proposed pavement location or 100 feet from a building foundation that is below the proposed pavement location.
- Within four feet water table's highest level.
- Ground investigations and infiltration testing should be carried out onsite inline with BRE 365 guidelines to determine the infiltration rate of underlying soils.
- Permeable paving should be avoided where there is a high risk of silt loads on the surface (unless regular maintenance can be guaranteed).
- Unlined pavements should not be used on brownfield sites unless it has been demonstrated that the risk of leaching of containments is managed within acceptable levels (this may need to be agreed with appropriate environmental regulatory bodies e.g. Environment Agency and LLFA).
- Permeable paving should not be used on sites where groundwater pollution is suspected.
- Unlined pavements are not suitable for use in areas which are susceptible to slope instability or close to building foundations unless a full risk assessment has been carried out by a geotechnical engineer.

Landscaping and Amenity

- Extent of any artificial surfacing should be minimised to promote natural drainage, preserve soils and promote vegetation
- Excavation proposals must include appropriate soils' management and re-use
- Construction materials should avoid landscape impacts of quarrying virgin rock by utilising appropriate re-used or recycled materials in preference to new. Any new materials should be locally-sourced where possible
- Wearing course must be in-keeping with local geology and landscape character
- Ensure any new stone is certified as ethically-sourced & supplied

Safety

Permeable pavements should be fitted using safe construction methods and in strict accordance with manufacturers guidelines.

Operation and Maintenance

- Require regular inspection and maintenance to preserve their infiltration capacity.
- The frequency of required maintenance is site specific but many of the maintenance activities can be undertaken as part of a general site cleaning contract.
- Maintenance plans and schedules should be submitted to Cheshire East's Local Planning Authority and Lead Local Flood Authority for review during the design phase.
- Table 20.15 (pg 430) of the CIRIA report C753 includes an example of a maintenance schedule.

5.3.3 Source Control - Green Roofs

Green roofs consist of a multi-layered system for growing plants on flat or gently-sloping building-roofs.

They are designed to mimic a proportion of predevelopment surface hydrology by intercepting and collecting precipitation. Green roofs can attenuate peak flows and decrease surface water run-off.

The main advantages of green roofs are high value local biodiversity, treatment of rainwater, improvement of local air quality, and increased economic and aesthetic value of development

Ffor full list of benefits please see page 233 of CIRIA SUDS Manual.

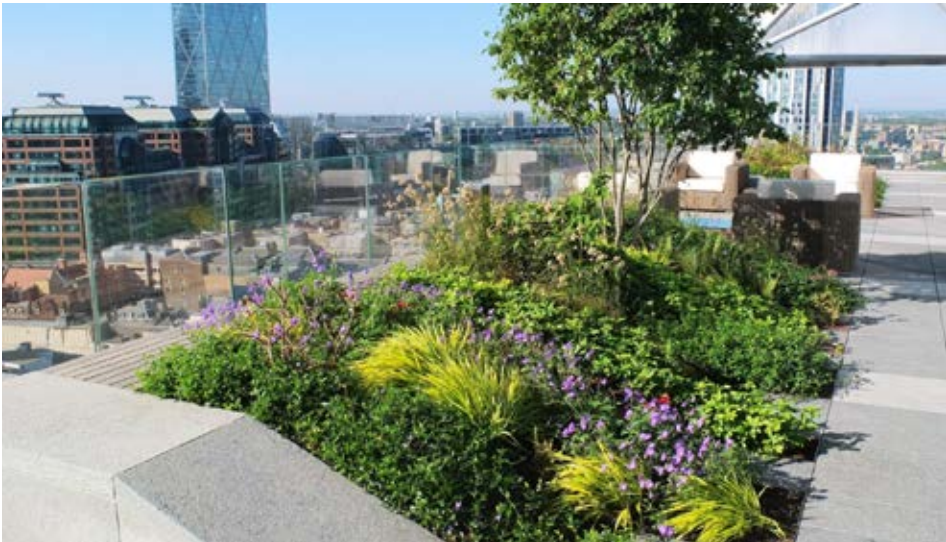


WAYMARKER

SEE MATRIX ID 9

For best practice refer to:

- CIRIA C753 The SuDS Manual Part D.
- CIRIA report C768 'Guidance on the Construction of SuDS'.
- Sewerage Sector Guidance V.2.2 June 2020 part C



<https://www.urbanplanters.co.uk/blog/new-breeam-scheme-set-reward-addition-green-roofs-walls/>

Key Characteristics

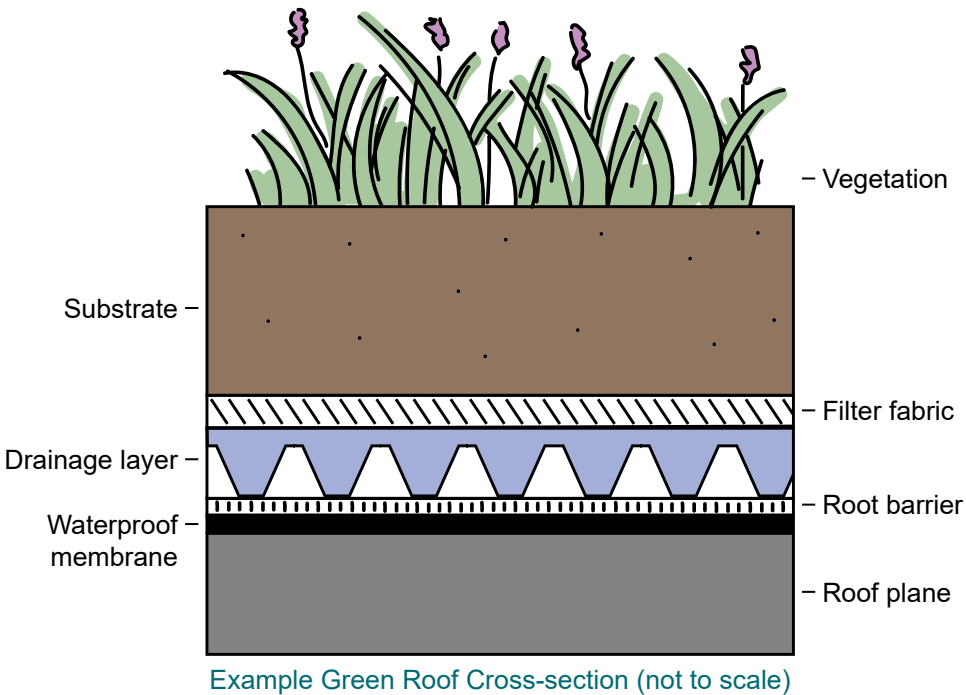
- Green roofs are very effective as part of a comprehensive SuDS approach
- Potential to add significantly to ecological framework for a development
- Variety of options to create living surfaces

Main Considerations

- Loadings upon structures for living roofs, need to be purpose designed
- Solar aspect important for determination of planting specification
- Choice of growing mediums will effect water storage capacity and planting choices
- May need specialist design to enable maintenance and irrigation

Key Benefits

- Can be included on new buildings and on structures associated with development and/or within the public realm (e.g. garages, busstops, cycle-stores etc.)
- Can significantly reduce run-off and improve biodiversity for all types of new built developments
- Can also be retro-fitted to existing built development to increase biodiversity and decrease water run-off
- Multi-functional: also providing the amenity and place-making benefits of additional living surfaces, particularly biodiversity, improved air-quality, reducing urban heat island effect, increased aesthetic value and well-being
- Green-roofs are also supported in the CEC Design Guide Volume 2 Chapter 4 (p.63)



WAYMARKER

A green roof policy was introduced in London in 2008 and they have produced additional technical information and case study evidence for green roofs and living walls:

https://livingroofs.org/wp-content/uploads/2019/05/LONDON-LIVING-ROOFS-WALLS-REPORT_MAY-2019.pdf

Technical Requirements: Green Roofs

There are two key categories of green roof available for installation:

Extensive Green Roofs - These generally have low loadings on the building structure due to shallow substrate depths. They typically feature a 20-150mm thick growing medium. They include resilient, slow growing, low maintenance plants e.g. succulents, herbs, mosses and grasses.

Intensive Green Roofs – These generally have deeper substrates and therefore heavier loadings on the building structure. They typically feature a deeper substrate (150mm plus). They can support an advanced landscape environment that can provide high quality amenity and biodiversity benefits.

Siting: can be suitable for:

- Residential (including high-density residential)
- Commercial
- Retrofit (providing there is sufficient structural capacity for the roof to support them).
- Contaminated Land
- Vulnerable groundwater

Design Considerations

Hydraulic design of green roofs should be focused on two aspects of performance:

- How the roof is expected to perform during an extreme rainfall event.
- How the roof is likely to perform throughout the year and during both summer and winter rainfall periods when the roof is likely to be saturated.

May need to provide an additional outfall/overflow pipe into site wide surface water drainage infrastructure for these extreme events).

Exceedance flows should be safely accommodated for onsite when events larger than those designed for may occur.

Pre-treatment, Inlets and Outlets

There is no requirement for pre-treatment or inlet, unless there are plans to use water for irrigation purposes.

Outlets – Outlets should be signed in order to reduce the possibility of blockages. They can include flow control devices to dictate downpipe flows and deliver attenuation capacity.

Outlets must be separated from the growing medium to prevent plant root obstructions and free gravel blockages.

Maintenance requirements

- The most intensive maintenance is required within the first 12 to 15 months during the establishment phase.
 - Maintenance schedules should always be specific to the individual green roof design.
- See Table 12.5 (pg.252 of CIRIA Report C753) for example maintenance schedule.

Safety

- All maintenance arrangements at roof level must be in full compliance with the appropriate health and safety regulations.
- Access routes to the roof must be safe and should be clear of obstruction at all times.

See p.g. 251 of CIRIA Report C753 for further guidance.

Landscaping and Amenity

- Significantly improves roofscape for local communities.
- Delivers natural environments for people to use or visit, improving their health and wellbeing.
- Can be combined with Rainwater Harvesting to provide a source of water for non-potable uses.

If designed effectively they can help deliver on key amenity principles; such as;
Improved air quality – via the increased absorption of CO2 and various air pollutants found in dense cities, including VOCs and particulates.

Climate Resilience - Has the possibility to significantly reduce energy demand if designed correctly due to increased thermal efficiency.

The sound-dampening affect of soils and plant material helps reduce Noise Pollution which can reduce wildlife disturbance and improve people’s well-being.

Economic Benefits

High aesthetic value increases property/rental prices.

Reduced energy costs due to increased heat conservation.



Living walls are wall-mounted growing systems. They can directly intercept precipitation, and utilise harvested rainwater, to attenuate peak flows and both improve quality and decrease quantity of surface water run-off.

Additional key advantages of green roofs are high value local biodiversity, increase in local air quality, and increased economic and aesthetic value of development

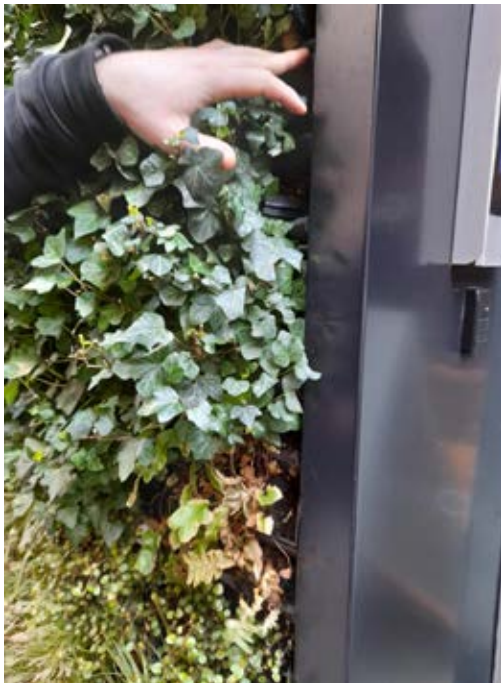
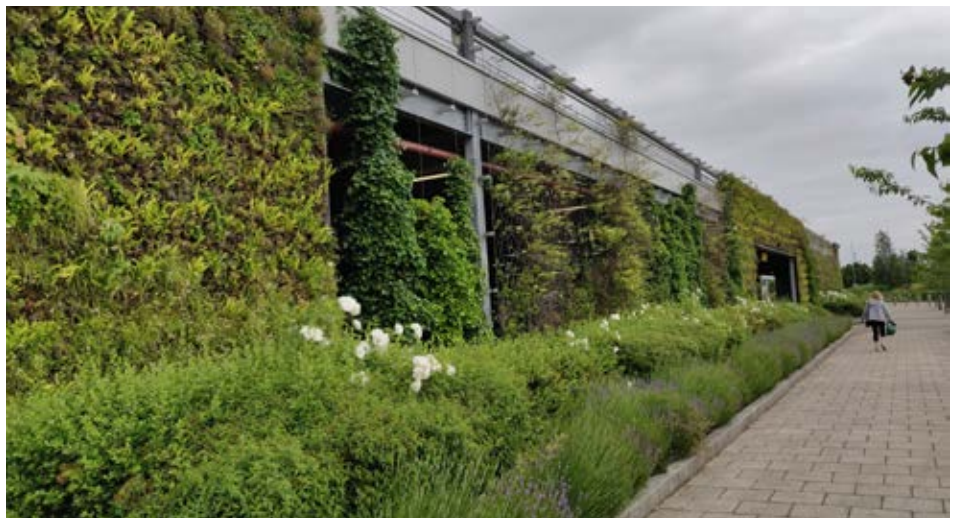
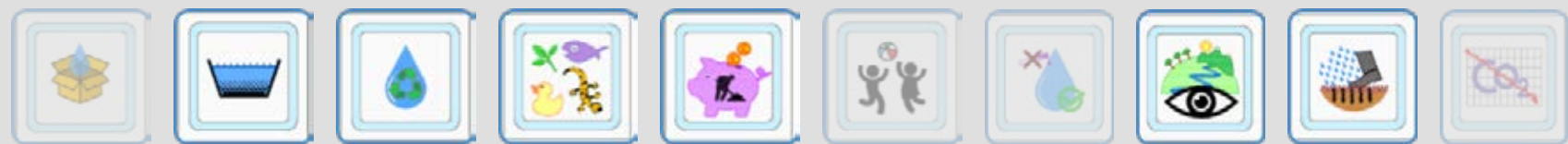
For full list of benefits please see page 233 of CIRIA SUDS Manual.

WAYMARKER

SEE MATRIX ID 9

For best practice refer to:

- CIRIA C753 The SuDS Manual Part D.
- CIRIA report C768 'Guidance on the Construction of SuDS'
- Sewerage Sector Guidance V.2.2 June 2020 part C



Key Characteristics

- Can be combined with rainwater harvesting
- The multifunctionality of living walls makes them very attractive SuDS components, particularly visually and economically.
- Can provide visual softening for new buildings and help integrate them with their site and the wider landscape
- Contribute to the biodiversity of developments
- Can be a relatively expensive SuDS component but may reduce on-going energy consumption if they contribute to thermal insulation of building and can reduce sewerage costs if combined with a rainwater harvesting system.

Main Considerations

- Liaison needed between architect, landscape architect and living wall supplier for successful design and implementation
- May require specialist maintenance, particularly during plant establishment period of 3-5 years
- Design-in monitoring and maintenance needs, such as cherry-picker accessibility
- Solar aspect important for determination of planting specification
- Choice of growing mediums will effect water storage capacity and planting choices

Key Benefits

- Can significantly reduce run-off and improve quality of any residual run-off for all types of developments
- Multi-functional: also providing the amenity and place-making benefits of living surfaces, including improved air quality, enhanced aesthetics, increased well-being, reduced noise
- Can be retro-fitted to existing built development, and to associated structures, such as garages, cycle-stores, bus stops, etc.
- Potential to reduce on-going sewerage-treatment costs of buildings when combined with rainwater-harvesting
- Potential to contribute to the biodiversity net gain of developments
- Living-walls are also supported in the CEC Design Guide Volume 2 Chapter 4 (p.63)

Technical Requirements: Living Walls

Living walls require a structure and support system designed to suit their host building's construction. Design must account for all applicable building regulations and fire regulations.

Excepting plants or growing-medium replacement, the sytem’s structure must be designed to:

- endure for the life of the building
- provide sufficient rooting medium
- maintain appropriate levels of irrigation for its plants
- allow the addition of plant nutrients and pest or disease control via its irrigation system

Where possible and appropriate, living wall irrigation should utilise rainwater harvested from their host building.

Siting: can be suitable for:

- Residential developments (including high-density residential)
- Commercial or mixed use developments
- Retrofitting (provided there is sufficient structural capacity of wall to support them).
- Contaminated Land (provided uncontaminated water supply for irrigation is used)
- Vulnerable groundwater

Hydraulic Design Considerations

Hydraulic design of living walls should focus on how the living wall is expected to perform and endure:

- extreme rainfall events
- freezing conditions
- drought
- pollution events, such as spillage or particulates into the irrigation system

Appropriately sized and located outfall/overflow pipe(s) into site-wide surface water drainage infrastructure should be incorporated in the living wall’s design.

Exceedance flows should be safely accommodated on site.

Allow for pump failure or electrical fault to avoid irrigation system stoppage.

Pre-treatment, Inlets and Outlets

Irrigation inlets require filters, pumps (unless gravity-fed) and controllable valves to ensure appropriate quality and quantity of water and nutrients is provided to plants.

Monitoring equipment is required to allow adjustment of irrigation flow, according to plant up-take of water and plant growth.

The irrigation route should be designed to reduce the possibility of blockages. Irrigation may be gravity-fed or pumped and may include flow-control devices.

Outlets must be separated from the growing medium to prevent plant root or particulate material from obstructing flow.

Monitoring and Maintenance

Planning applicants must submit an appropriate monitoring and maintenance regime, which is designed by experienced living wall managers, and follows the advice of the living wall’s de-signer(s) and plant supplier(s).

The most intensive monitoring and maintenance is required within the first 3 years, during the plant-establishment phase.

Monitoring should include a minimum of 6 additional visits for ground-view inspections and system-monitoring.

Maintenance should include a minimum of 6 regular cherry-picker (full living wall height) visits per year for plant inspection, pruning, removal of dead/dying plant material and plant replace-ment.

Landscaping and Amenity

Plants should be rooted in a lightweight growing medium, in sufficient growing medium to en-sure each plant can establish a firm rooting system, e.g. in containers allowing circa 100 x 100 x 100mm of growing medium per plant.

Given their separation from the availablity of water, nutrients and biology in natural soils, living wall plants must be provided with an adjustable flow of water, feed and pest control.

Pesticides and insectides should be avoided. Pests and diseases should be biologically-con-trolled where possible and appropriate, e.g. nematodes to reduce vine weevil.

Quantities of feed and water must be adjustable to allow for variations in plant demand.

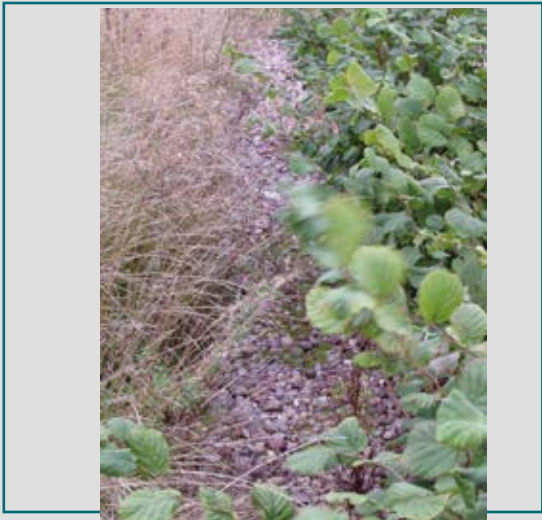
Plant specification must reflect anticipated growing conditions, particularly aspect due to dif-ferent walls’ exposure to heat and light, e.g. south-facing walls require plants with adaptations for withstanding direct sun and for reducing their transpiration. Plants should also have good wind resistance characteristics, particularly those planted in upper zones.

Because plant damage would be quite swift in a full-sun situation in dry weather conditions should there be an irrigation system stoppage, pumped systems should include a failsafe, such as a small header tank to provide gravity-fed supply to plants in case of pump failure or electrical fault.

Economic Benefits

Design should provide environmental and aesthetic improvements which enhance people’s sense of place. This can also provide developer benefits, such as increased value of proper-ties.

Thermal insulation properties should be considered in living wall design and location in order to reduce energy-demand to heat the host building. This can also provide economic benefits o the developer with through increased building value, and to future occupants through reduced heating bills.



Gravel or rubble filled trench that creates subsurface storage for infiltration, or filtration of surface water runoff.

Trenches can be used to filter, attenuate and dissipate storm water into the ground through the base and sides of the trench and/or provide a level of treatment prior to reaching a secondary SuDS feature.

WAYMARKER

SEE MATRIX ID 19 & 12

For best practice refer to:

- CIRIA C753 The SuDS Manual Part D.
- Design Manual for Roads and Bridges HA 103/06
- CIRIA report C768 'Guidance on the Construction of SuDS'
- Sewerage Sector Guidance V.2.2 June 2020 part C



Key Characteristics

- The location of the filter trenches should be carefully considered to avoid interaction with people, vehicles, or exiting rootzones.
- Work best with SuDS components which provide attenuation of storm flows.
- Use in combination with effective pre-treatment.
- Separate filter media from surrounding ground with a geotextile where infiltration is desirable, or a membrane where infiltration is not permitted.
- Include a geotextile layer within the upper gravel and incorporate observation wells and rodding points for maintenance.
- Use a distribution pipe in combination with point discharges.

Main Considerations

- Can be prone to blockage and work best in combination with pre-treatment such as filter strips to reduce sediment load.
- Excavation proposals must include appropriate soils' management and re-use
- Features to help inspection and maintenance are critical.
- Can be expensive to replace the filter material if poorly designed or neglected maintenance.
- Difficult to identify pollution and maintenance issues underground.
- Must be sited to avoid impacts on existing hydrologically-sensitive ecological habitats
- BRE365 Percolation testing will need to be reviewed by LPA
- Consider the impacts of stone scatter.

Key Benefits

- Ideal for use with small contributing areas.
- The land-take is usually moderate, with a slope not exceeding 1 in 20.
- Moderate water quality treatment.
- Can be easily incorporated into site landscaping and alongside roads.
- Can be enhanced using grass/ wildflower seed mixes.
- Can link green areas.
- Low cost and maintenance.

Technical Requirements – Infiltration Trenches & Filter Strips

Configuration and Dimensions of Infiltration Trenches & Filter Strips

- Filter / Infiltration Trenches should be used as source controls only.
- Filter / Infiltration Trenches should not be designed as sediment traps.
- Filter / Infiltration Trenches should be designed to the requirements of the **HE-DMRB-D CD 533 Determination of pipe and bedding combinations for drainage works (formerly HA 40/01). Version 1.1.0 and the requirements of this document.**
- Existing site subsoils and topsoils are to be reserved and re-laid in accordance with DEFRA's Construction Code of Practice for the Sustainable Use of Soils on Construction Sites. Should existing site soils prove unsuitable (due to contamination for example) or insufficient then any relocated or imported subsoil must meet BS 8601:2013 Specification for Subsoil and Requirements for Use and relocated or imported topsoils must meet BS: 3882:2015 Specification for Topsoil.
- Filter / Infiltration Trenches should not exceed 3m in depth.
- It is preferred that storm water inflow be sheet flow from drainage areas. Where this is not practical point flow inputs will be acceptable.
- Where point flows are used, a pre-treatment stage should be installed that will effectively remove particulate matter present in the water and prevent clogging of the trench.
- Point flow inputs should be connected to a slotted high level distributor pipe. The pipe should be capable of conveying the design flow.
- The stone filter material should be wrapped in geotextile with a minimum 150mm overlap at all joins. The geotextile should meet the requirements of the **Specification for Highway Works Series 500.**
- Filter / Infiltration Trenches should be provided with a high-level overflow to accommodate design exceedance.

Hydraulic and Water Quality Design Criteria

- The trench design should be checked for design exceedance and modelled explicitly and holistically to demonstrate the impact to the downstream drainage components.
- Infiltration trenches should be designed to half-empty in 24 hours to allow for incoming flows from subsequent storms.
- The base of the trench should be at least 1m above the highest seasonal or permanent groundwater table.

Selection and Siting

- A risk assessment shall include all relevant safety and environmental issues associated with siting a filter / infiltration trench.
- The trench shall be designed for easy maintenance.
- Infiltration trenches should be sited on stable ground, soil and groundwater conditions should be assessed to verify ground stability.
- Design of infiltration trenches must comply with **groundwater protection regulations and with EA policy on infiltration.**
- Must not direct water towards existing dry habitats or direct nutrient-rich water towards existing habitats with a low nutrient status. If the trench directs water towards high value habitat, the pH of the water discharged must be comparable with that of the existing habitat.

Safety

- Risk assessment shall include risks associated with scatter of filter material.

Operation and maintenance

- All maintenance access points shall be clearly visible and documented in the Operation and Maintenance plan.



A vegetated shallow channel or depression designed to treat, filter, store and convey run-off.

Swales can be either 'dry' (where water is stored beneath the ground in a gravel layer) or 'wet' where run-off is stored above the surface in the channel so may be permanently wet.

Lining can be added to prevent subterranean infiltration when there are known contaminants in the water.

WAYMARKER

SEE MATRIX ID 22 & 23

For best practice refer to:

- CIRIA C753 The SuDS Manual Part D.
- CIRIA report C768 'Guidance on the Construction of SuDS'.
- Sewerage Sector Guidance V.2.2 June 2020 part C
- Design Manual for Roads and Bridges HA 103/06



Key Characteristics

- Conveyance swales are suited to directing flow
- Dry swales provide additional filter treatment
- Wet swales encourage filtering and attenuation through wet and marsh-like conditions
- Parts of a swale designed to hold water permanently can be planted up with a range of native aquatic or marsh plant species. Other parts of the swale which may only be wet temporarily can be seeded with a pond-edge type mixture which will include species tolerant of both drier and damper soil conditions.

Main Considerations

- Should enhance and integrate with site's topography
- Must be planned into layout early in design process, particularly for residential developments due to access crossings
- Relatively moderate land-take
- Checkdams may be needed for steeper sites
- Needs to be shaped to attenuate or significantly reduce peak flow or volume
- May require lining on contaminated sites

Key Benefits

- Ideal for use with linear contributing areas like roads
- Good for pre-treatment
- The land-take is usually moderate, minimum of 4m wide
- Excavation proposals must include appropriate soils' management and re-use
- Good water quality treatment
- Can be incorporated into site landscaping and alongside roads
- Can be enhanced using grass/ wildflower seed mixes
- Can be linked to create green corridors
- Can provide biodiversity enhancement
- Low/Medium cost and maintenance

Technical Requirements – Swales

Configuration and Dimensions of Swales

- Swales should be used as source controls only.
- Swales should be designed to the requirements of **CIRIA C753 The SuDS Manual, and the requirements of this document**.
- Swales should be:
 - a. Trapezoidal or parabolic in cross section.
 - b. The side slopes of a swale shall be a maximum of 1 vertically to 4 horizontally.
 - c. The base of the swale shall be a minimum of 0.5 m and a maximum of 2 m wide and designed to avoid the formation of rills.
 - d. The depth of the swale shall be between 400 mm to 600 mm deep and achieve a freeboard of 150 mm during design flow conditions.
 - e. Swales shall be no less than 30m in length.
 - f. The longitudinal slope of the swale shall not exceed 1 vertically to 40 horizontally without the use of checkdams and then shall not exceed 1 vertically to 10 horizontally.

Hydraulic and Water Quality Design Criteria

- Swales should be designed so that the flow arising from a 1 in 1 year 30-minute storm event does not exceed 0.3m/s or 100mm in depth.
- The average velocity should be calculated using Manning's equation with a roughness coefficient of 0.025 for flows up to the grass height. Grass height in the channel should be assumed to be 100-150mm height. At depths of flow above the grass height the friction factor can be reduced to 0.01 for the analysis of design exceedance storm events.
- Storage volumes for the 1 in 1 year design event should dissipate within 24 hours, so that subsequent storms can be accommodated in terms of storage and treatment.
- Where practical, swales should form part of a wide blue/green network, designed for the temporary storage and conveyance of design exceedance storm events 30 to 100 year storm event. The maximum flow velocity should be below 1.0m/s. Higher velocities up to 2.0m/s may be permissible if erosion, soil stability and safety aspects can be demonstrated to the satisfaction of the LLFA.

Selection and Siting

- Swales should be:
 - a. Positioned as close to the source of receiving runoff as possible.
 - b. In a location that is easily and safely accessible by maintenance machinery.
- On stable ground and where groundwater will not occur within 1 m of the base of the swale.
- Infiltration swales shall not be positioned adjacent to building foundations without a design certificate from a suitably qualified geotechnical engineer.
- Infiltration swales shall not dissipate water directly to ground without a suitable groundwater risk assessment

Safety

- A risk assessment shall include all relevant safety and environmental issues associated with siting a swale
- The embankment slope gradients should be designed in accordance with national health and safety guidance for access/egress and maintenance requirements.

Pre-treatment, inlets, and outlets

- Sheet flow is desirable to minimise erosion and increase treatment potential. Other options to provide an approximate to sheet flow, such as flush kerbs, shall be considered on a site by site basis.
- Point flow outlets such as road gullies and pipes shall flow into a flow spreader to minimise the risk of erosion and silting.
- A drop of 50 to 100mm shall be included at the edge of the hard surface to prevent the formation of a sediment lip.
- Conveyance swale discharge pipes and underdrain pipes shall be provided with a hydraulically designed outlet structure that is resistant to erosion.
- Swales shall include a suitably designed overflow to safely convey flows arising from design exceedance events. Overflows shall be incorporated within the development strategy for managing exceedance events and routed to planned temporary storage areas.

Landscaping

- Existing site subsoils and site topsoils are to be reserved and re-laid in accordance with DEFRA's Construction Code of Practice for the Sustainable Use of Soils on Construction Sites. Should existing site soils prove unsuitable (due to contamination for example) or insufficient then any relocated or imported subsoil must meet BS 8601:2013 Specification for Subsoil and Requirements for Use and relocated or imported topsoils must meet BS: 3882:2015 Specification for Topsoil.
- Swales shall be overlaid with soil at depths appropriate for the proposed vegetation. Proposed vegetation shall comprise native species tolerant of the anticipated soil-types, water tolerance requirements and microclimate.
- To increase the biodiversity of swales, specialist SuDS Turfs are also available which include a range of plant species to produce habitats tolerant of both drought conditions and periodic flooding.

Operation and maintenance

- Access shall be provided to all areas of the swale for inspection and maintenance. All maintenance assess points shall be clearly visible and documented in the Operation and Maintenance plan.

Groundwater

- Please note that the groundwater table level is a key design consideration for swales. The groundwater level should be established via formal onsite ground investigation carried out in the same location of the proposed swale.
- If the swale is of impermeable design, then the developer must ensure that there is no potential for hydrostatic pressure issues associated with a high water table and impermeable liners.
- If the swale is of permeable design, then any groundwater volume stored within the swale will need to be factored into the swale's volume capacity to ensure there is sufficient surface water storage provided for extreme storm events.
- Please note that ground water monitoring may be required to ensure seasonal fluctuations in groundwater levels are recorded and considered within the design of the swale.

5.4.3 Site Control - Bioretention: Cellular Planting



Areas of shallow vegetated open water with specially selected plant species and varying water levels and treatment areas.

Water flows almost horizontally and is gradually treated prior to discharge; flow control is required.

Cellular planting offers enhanced bioretention storage capacity

For best practice refer to:

- CIRIA C753 The SuDS Manual Part D.
- CIRIA report C768 'Guidance on the Construction of SuDS'.
- Sewerage Sector Guidance V.2.2 June 2020 part C
- Design Manual for Roads and Bridges HA 103/06



Key Characteristics

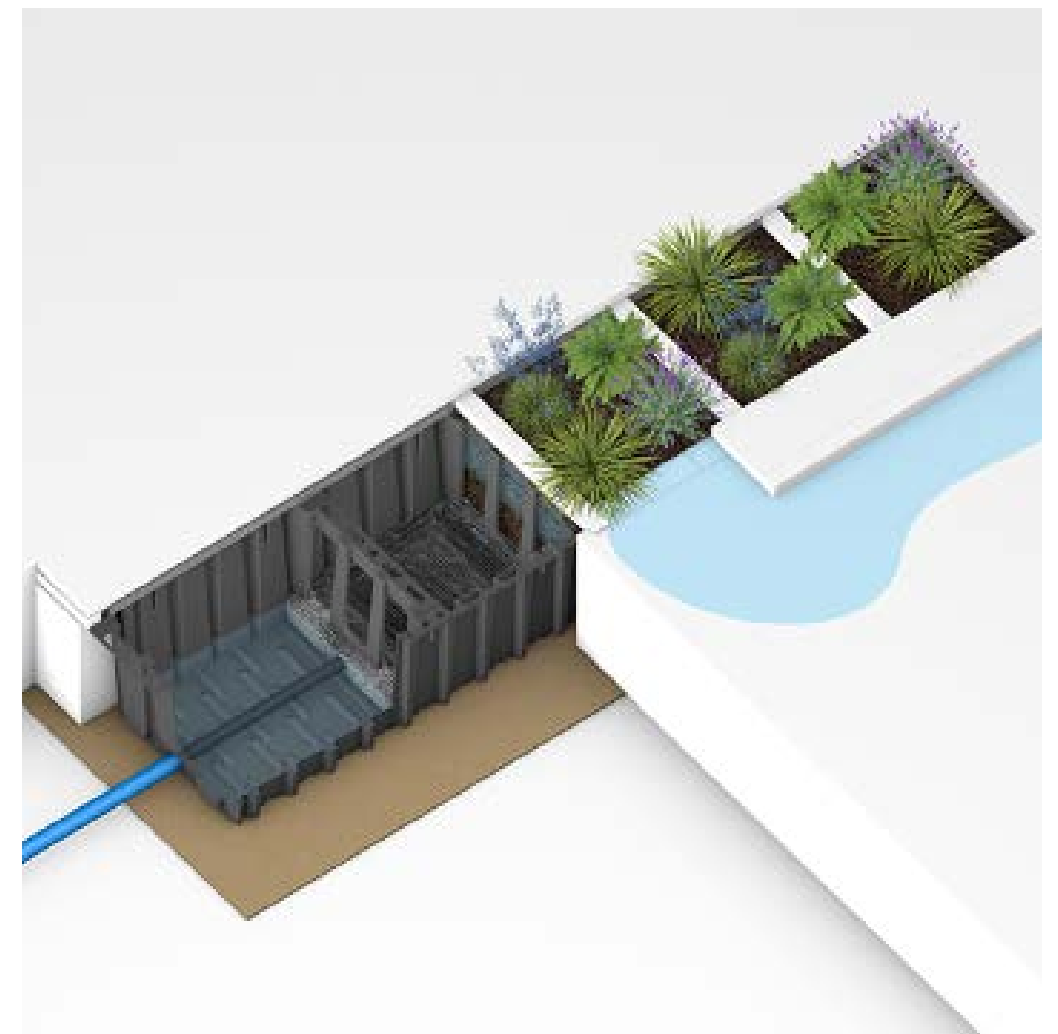
- Can be installed in a variety of soil types from clay to sand
- Suggested minimum width of 3m and a 2:1 length to width ratio to allow random planting of vegetation
- Plants must be able to withstand pollution and tolerate extended dry and wet periods
- Can be part of a SuDS train or act as a stand alone component

Main Considerations

- Construction materials should avoid landscape impacts of quarrying virgin rock by utilising appropriate re-used or recycled materials in preference to new. Any new materials should be locally-sourced where possible
- Plant species choice must be suited to the anticipated soil, water and site conditions
- Bioretention should be lined if water infiltration could cause slope stability or foundation problems
- Groundwater table must be 1m below the base of the feature

Key Benefits

- Potential to enhance biodiversity and create more visual appeal
- Good retrofit solutions
- A highly visible SuDS component that can help educate and inform
- Works well in low permeability soils
- Can be very compact and used within streetscaping, or in larger landscaping areas
- Good water quality treatment and volume reduction



Images: GreenBlue Urban



Areas of shallow vegetated open water with specially selected plant species and varying water levels and treatment areas.

Water flows almost horizontally and is gradually treated prior to discharge; flow control is required.

Rain Gardens can offer localised storage and attenuation. They can also provide an opportunity for urban greening, cooling, and ecological enhancement.

- For best practice refer to:
- CIRIA C753 The SuDS Manual Part D.
 - CIRIA report C768 'Guidance on the Construction of SuDS'
 - Sewerage Sector Guidance V.2.2 June 2020 part C



Image: susdrain.org



<https://www.next.cc/journey/design/rain-gardens>

Key Characteristics

-
- Groundwater table must be 1m below the base of the feature
- Can be part of a SuDS train or a stand-alone component
- Adaptable to different situations
- Can be installed in a variety of soil types from clay to sand
- Can be part of a SuDS train or act as a stand alone component

Main Considerations

- Applicable to private and public land, such as driveways or highway verges
- Potentially low installation cost
- Should be designed with appropriate flow control
- Bioretention should be lined if water infiltration could cause slope stability or foundation problems
- Groundwater table must be 1m below the base of the feature
- Planting can vary depending on the site and context and can include small trees

Key Benefits

- Significant retrofit opportunities in urban and rural contexts, including individual householders
- Potential to enhance biodiversity and create more visual appeal
- A highly visible SuDS component that can help educate and inform
- Can be planted to reinforce local landscape character
- Reduces maintenance compared to regular mowing regimes for amenity grass
- Adds water-storage capacity and filtration
- Potential ecological benefits, including provision of pollinators in urban/suburban locations
- Assists in cleansing water of contaminants

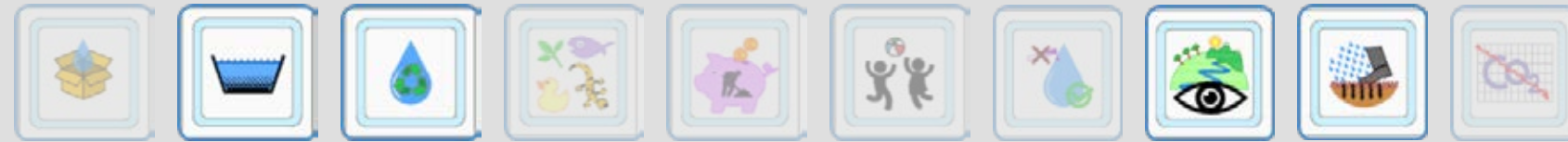
5.4.5 Site Control - Bioretention Units: Suspended-Pavement Tree-Trenches



Tree-trenches with suspended pavement facilities can offer water storage, water-cycling and attenuation, and help reduce pollutants through filtration, absorption, microbial action and tree uptake.

For best practice refer to:

- **CIRIA C753**
- **CIRIA report C768 'Guidance on the Construction of SuDS'**
- **Sewerage Sector Guidance V.2.2 June 2020 part C**
- **Specification for Highway Works Series 500**



Key Characteristics

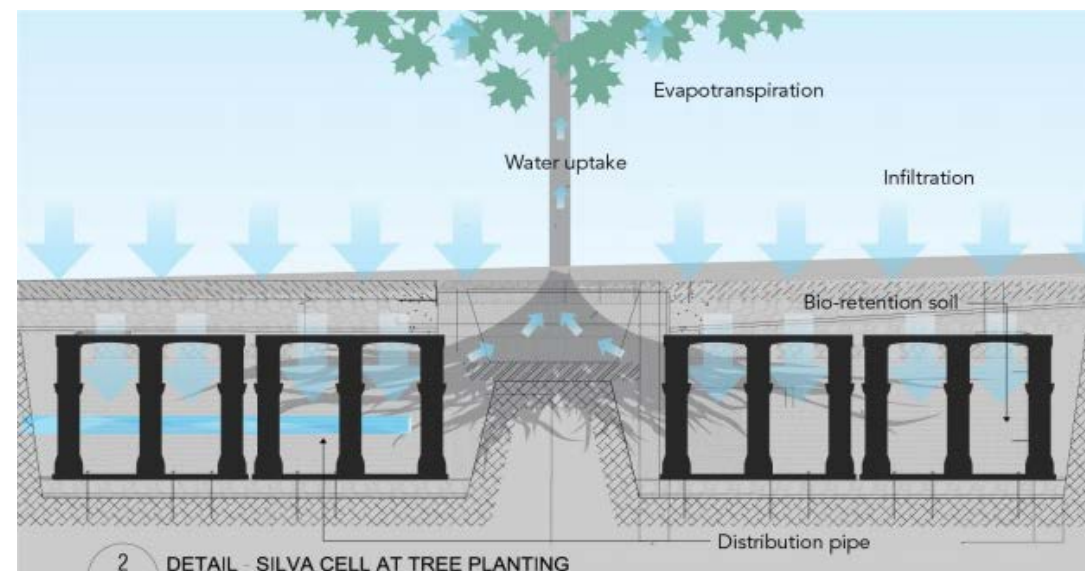
- Significant retrofit opportunities in urban and rural contexts including householders
- Adaptable to different situations
- Can be installed in a variety of soil types from clay to sand
- Can be part of a SuDS train or act as a stand-alone component

Main Considerations

- Siting and trench shape should be adapted to suit existing constraints, such as underground cables etc.
- Tree species choice must be suited to anticipated soil, water and site conditions
- Bioretention Pavement Tree trenches proposed in the highway areas will be subject to specific technical checks prior to approval for use.

Key Benefits

- Significant water-cycling through tree-growth and transpiration
- Increases water-storage capacity
- Increases attenuation periods for run-off
- Assists in cleansing water of contaminants
- Form significant landscape enhancement features
- Tree-species choices can build or reinforce local character
- Enhances biodiversity
- Creates more visually appealing places
- Helps with longer-term flood mitigation through climate change mitigation, including reducing heat-island-effect in urban areas and contributing to carbon-capture
- Can be incorporated on private or public land, such as driveways or highway verges (subject to Highways Authority approval)



Tree-trenches as Storage, Water-Cycling and Attenuation Components

Suspended-pavement tree-trenches were originally designed to help street-trees to thrive in urban environments by ensuring against soil compaction, but recent adaptations now offer excellent innovations for bioretention units.

Research undertaken by The University of Manchester and City of Trees for Salford City Council, the Environment Agency and United Utilities has demonstrated that street trees can have a significant positive impact on managing water.

Street-trees can be planted in specially-adapted tree-trenches which receive rainwater run-off from the adjoining road and pavement. As run-off flows along the trench, it soaks into the soil and is extracted by the trees for growth and transpiration, leaving only excess water to drain out of this SuDS component.

Results from two years' monitoring showed 3 street trees and the soil they were planted in were able to reduce the amount of water running off a street into the sewer by approximately 75%, and that remaining excess water was attenuated by up to 3 hours.

Cheshire East Council encourages use of multifunctional technology, such as 'box-crate' planting-pits, which could provide key components for Sustainable Drainage Systems.



'Box-crate' Tree-planting as a Storage, Water-cycling and Attenuation SuDS Component (images courtesy: DeepRoot UK)

<https://www.deeproot.com/blog/blog-entries/multi-agency-green-infrastructure-streetscape-silva-cell-case-study>

Technical Requirements – Bioretention Units

Configuration and Dimensions of Bioretention

- Bioretention units should be designed to **CIRIA C753 The SuDS Manual and the requirements of this document**.
- The use of proprietary bioretention units is permitted and shall be considered on a case-by-case basis.
- Performance of the bioretention units is independent of shape. Any shape can be used successfully subject to its practicality for the proposed planting and required maintenance.
- A mulch layer shall be maintained over the planting area to reduce erosion and help retain more consistent moisture levels for plants.
- The soils shall be suitable to sustain the selected plants and to achieve a permeability of 250 to 1000mm per hour under design conditions. The depth of soil will vary depending upon the selected planting scheme, but shall be a minimum total depth of 1m deep,
- The soils, transition sand layer and coarse bedding material shall be wrapped in geotextile to avoid migration, with a minimum 150mm overlap at all joins. The geotextile shall meet the requirements of the **Specification for Highway Works Series 500**.

Hydraulic and Water Quality Design Criteria

- Ponding in bioretention units should not be able to exceed 150mm depth.
- The bioretention unit should be checked for design exceedance and modelled explicitly and holistically to demonstrate the impact on its downstream drainage components.
- The bioretention unit should be designed to be able to half-empty within 24 hours to allow for incoming flows from subsequent storms.
- The base of the bioretention unit shall be at least 1m above the highest seasonal or permanent groundwater table.
- The underdrain pipe design should follow standard hydraulic design methods. Bioretention units shall be provided with high level overflows and sub-surface collection pipe(s) to accommodate design exceedance.
- A maintenance pipe for cleaning the underdrain should be provided and secured against vandalism.
- The transition layer below the soil filter media shall consist of 100mm of coarse sand with a grain size of 0.5 to 1mm.
- The gravel around the perforated underdrain shall be 5 to 20mm size.

Selection and Siting

- A risk assessment shall include all relevant safety and environmental issues associated with siting bioretention units. This should be carried out by a qualified Engineer or Geologist where infiltration systems are proposed.
- The bioretention unit shall be designed for easy monitoring and maintenance.
- Bioretention units should be sited on stable ground: soil and groundwater conditions should be assessed to verify ground stability.
- Design of bioretention units must comply with groundwater protection regulations and with Environment Agency policy regarding infiltration.

Pre-treatment, inlets, and outlets

- Sheet flow is desirable to minimise erosion and increase treatment potential. Other options to provide an approximation of sheet flow, such as flush kerbs, shall be considered on a site-by-site basis.
- Point flow outlets such as road-gullies and pipes shall flow into a flow-spreader to minimise the risk of erosion and silting.
- To prevent the formation of a sediment lip around the boundary of the retention unit, a drop of 50 to 100mm shall be included at the hard-surface's edge.
- Bioretention units shall include a suitably designed overflow to safely convey flows arising from design exceedance events. Overflows shall be incorporated within the development strategy for managing exceedance events and routed to planned temporary storage areas.

Landscaping

- Existing site subsoils and site topsoils are to be reserved and re-laid in accordance with DEFRA's Construction Code of Practice for the Sustainable Use of Soils on Construction Sites. Should existing site soils prove unsuitable (due to contamination for example) or insufficient then any relocated or imported subsoil must meet BS 8601:2013 Specification for Subsoil and Requirements for Use and relocated or imported topsoils must meet BS: 3882:2015 Specification for Topsoil.
- Bio-retention units shall utilise types and quantities of soils appropriate for the proposed vegetation and sufficient for plants' potential stature at maturity.
- Proposed vegetation shall comprise appropriate species suitable for the anticipated soil-types, water tolerance requirements and microclimate, and in-keeping with site character and wider landscape character.
- Confirmation of planting management responsibility, planting establishment schedule and long-term maintenance are required.
- All components should be in-keeping with local landscape character and any new stone should reflect local geology.

Health and Safety

- A risk assessment shall include all relevant safety and environmental issues associated with siting bioretention units.

Operation and maintenance

- Access, monitoring and maintenance requirements shall be incorporated into design and siting of the bioretention unit.
- All maintenance access points shall be clearly visible and documented in the Operation and Maintenance plan.



Canals, rills and channels are hardscape open surface water channels used to store run-off within a constructed container. They can be integrated into public realm areas with a more urban character. They could be above or below ground and should be sized to the storage need, having regard to safety considerations. Often they are designed as linear features as part of a system including small pools to add significantly to the townscape and landscape quality, assisting the management of water flow and cleansing. Planting within the features creates the potential for distinctive, aquatic landscape and biodiversity enrichment. They are usually designed as linking components between other components within the SuDS train.

WAYMARKER
SEE MATRIX ID 21

- For best practice refer to:
- CIRIA C753 The SuDS Manual Part D.
 - CIRIA report C768 'Guidance on the Construction of SuDS'.
 - Sewerage Sector Guidance V.2.2 June 2020 part C



Key Characteristics

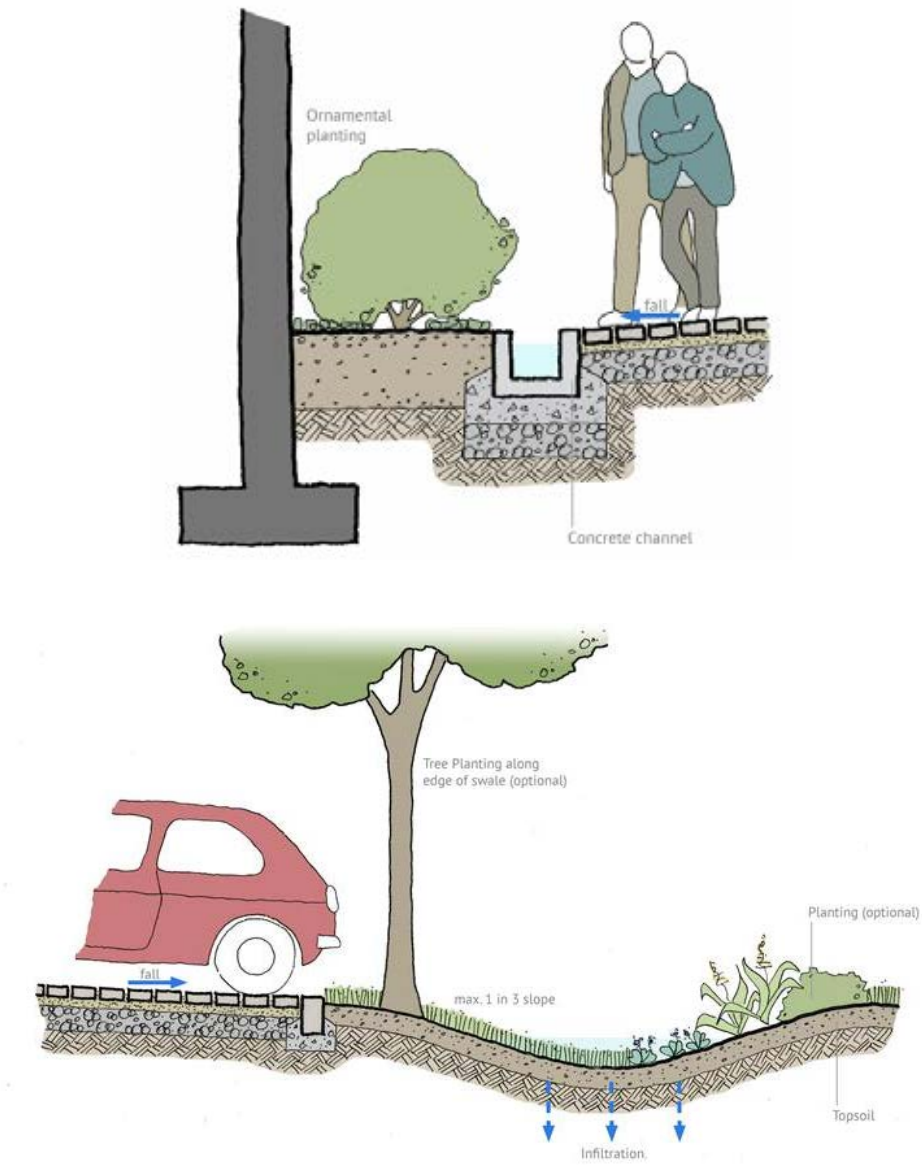
- Should be designed as an integral part of a SuDS system
- Can act as pre-treatment
- More complex storage and conveyance systems provide benefits within and outside of buildings
- Applications can be for residential, non-residential and public realm

Main Considerations

- Easy to construct and manage as part of the public realm
- Excavation proposals must include appropriate soils' management and re-use
- Construction materials should avoid landscape impacts of quarrying virgin rock by utilising appropriate re-used or recycled materials in preference to new. Any new materials should be locally-sourced where possible
- Choosing appropriate planting to prevent silt build up
- Need to give careful consideration to crossing points and people with mobility and visual impairment
- Potential complexities around adoption

Key Benefits

- Provision of above-ground solutions within higher density, space constrained contexts - predominantly urban
- Can be visually appealing and add to sense of place
- Amenity value and informal play potential for local communities



Images: susdrain.org

Technical Requirements: Canals, Rills and Channels

Canals, rills and channels are open surface water channels, usually crafted with hard edges. Their cross-sections can be adapted to suit topography, the scale of the scheme and to enable safe access for informal recreational use and management. Crossings and bridges can be incorporated to enable access to buildings and spaces and to encourage alternative views of the features and the feeling of crossing water. They should be designed so as not to require any safety railings or fencing to maximise the social benefits. Specific risk assessment will be required as part of the design process. Materials commonly used are concrete, reconstituted and natural stone. Planting needs to be tolerant to varying hydrological conditions.

Hydraulic and water quality design criteria

- Stormwater calculations for a range of rainfall durations up to 1 in 100yr + CC event should be carried out to accurately determine the capacity of the storage volume required. Surface water flow paths during exceedance events should be planned for within the overall surface water drainage layout. This should ensure that flooding to property is avoided and safe access and egress from the development site is maintained.
- Treatment channels collect water, slow it down and provide storage for silt and oil that is captured. The outlet is designed to act as a mini oil separator thus the channel is very effective at treating pollution. They can provide excellent pre-treatment value to larger SuDS, as they are able to remove contaminants such as silt and oil before the water is conveyed into downstream SUDs features. However, it is important that they are managed effectively to prevent contaminant/sludge build up that affects their physical efficiency and the flora that assists the cleansing process.
- Depending on their placement in the SuDS management train, species selection needs to be designed based on the hydrological conditions to ensure that planting flourishes in either permanently wet, semi wet, or predominantly dry conditions

Selection and siting

They are an effective SuDS measure in more dense, urban developments where space constraints are a common challenge. Rills and canals can be used to collect water straight from hard surfaces or they can be used to convey water, for example where it has been collected via a permeable pavement structure. They can be designed as integral parts of the landscape scheme, or as more incidental elements as part of a wider SuDS/landscape scheme. They can also be used as threshold definition between private and public spaces. Consequently they are suited to a variety of scenarios:

- Public realm and parks/open spaces
- Residential development
- Commercial/industrial development
- Contaminated sites (providing they use an impermeable lining)

Safety

- Edging, sidewalls, bases and embankments should be designed in accordance with national health and safety guidance for perceivability, access/egress and maintenance requirements.

Landscaping and amenity

All built components should be purposely designed to be in-keeping with the design philosophy for the scheme, having regard to local character. Materials and construction should be of high quality to help build a strong sense of place and character. Where stone is used then it should reflect local geology.

Bridges and crossing points can provide more dramatic linear views of the features, especially where well integrated into townscape to draw the eye to feature buildings or landscape. The potential for these features to be close to homes or commercial premises, and as part of the public realm, means potentially high levels of amenity benefit, particularly where they are designed to enable more direct access. Well designed, appropriate planting can help enrich the feel and quality of the development, bring people closer to nature and enhance the sense of community.

Operation and maintenance

Routine maintenance is required, involving removal of debris and litter, whilst more intensive maintenance work, such as removing silt, is only required intermittently (e.g. every 5 years). Repair of the structure, including grouting etc. will also be required during the lifetime of the feature. The initial cost of installation should be no greater than an equivalent underground solution, but routine maintenance cost will be higher. However, the cost of more fundamental repair is likely to be no greater given they are surface based components.

Although quite straightforward to design, problems have occurred due to a lack of attention during design and construction including silt build up due to inappropriate landscape and treatment of adjacent areas, and the landscape quality being poor due to the frequency and type of planting, both of which are easy to address at the design stage.



Vegetated depressions in the ground that have been designed to attenuate storm water flows by providing temporary storage. They can also help improve surface run-off quality as they offer some pollution removal due to settling of particulates.

Detention basins are designed to be sufficiently dry underfoot in drier weather conditions for pedestrians to use them, and can offer amenity benefit.

WAYMARKER

SEE MATRIX ID 20

For best practice refer to:

- CIRIA C753 The SuDS Manual Part D.
- CIRIA report C768 'Guidance on the Construction of SuDS'.
- Sewerage Sector Guidance V.2.2 June 2020 part C
- Design Manual for Roads and Bridges HA 103/06



Key Characteristics

- Maximum water depth should not exceed 3m although local safety considerations may reduce this further
- Length/width ration should be between 1:2 and 5:1
- Contouring inside the basin can assist with defining areas likely to be inundated
- Maximum side slopes of 1 in 4 to allow easy access
- Sediment forebay or pre-treatment option will improve the water quality
- Surface water bypass and drawdown is required to facilitate safe maintenance
- Can be enhanced to improve ecological value through appropriate native planting
- Large outlet pipes should be screened

Main Considerations

- Low volume and pollution reduction
- Should enhance and integrate with site's topography
- Excavation proposals must include appropriate soils' management and re-use
- Detention basins should be designed to retain a proportion of permanent open water habitat to enhance their ecological value
- Requires positive landscaping and management to maintain their landscape and ecological value

Key Benefits

- Can be applied to large contributing catchments
- Works well in low permeability soils
- Can be incorporated into larger landscaped areas
- Good flow control
- Easy to design, build and maintain
- Can have amenity value if designed carefully

Technical Requirements – Detention Basins

Configuration and Dimensions of Detention Basins

- Detention basins should be designed to CIRIA 753 The SuDS Manual and the requirements of this document.
- An irregular shape should be used for maximising the aesthetic aspect of the detention basins. Angular shapes should be avoided as far as practical in the design of basin elements and details.
- As a minimum detention basins should contain the following sections:
 - a. The sediment forebay if expected sediment loading is significantly high
 - b. The main basin
 - c. A part of the main basin depressed to form a micropool
- Additional elements to be included in the design of basins should be an inflow structure, an emergency overflow structure, bypass sewer piping and outlet with flow control device. The sedimentation forebay shall be separated from the permanent pool by a permeable berm.
- Detention basin bases shall be designed with gentle inner slopes (1 to 100 maximum) towards the centre.
- Embankment inner slopes shall be less than 1 to 4.
- The maximum design water depth of the basins shall be 3m.
- The length to width ratio for online detention basins shall be between 5:1 to 2:1.
- The maximum volume of the detention basins shall be 5000m³

Hydraulic and Water Quality Design Criteria

- The drain down time should be a minimum of 24 hours, to allow for sedimentation to take place.

Selection and Siting

- A risk assessment should include all relevant safety issues associated with siting a basin.
- Siting of detention basins should follow a multicriteria analysis to provide the widest benefits to the public.
- The 100yr +Climate Change water level in any detention basin shall be at least 600mm below the finished floor level of any adjacent properties.
- Consideration should be given to the potential failure of any embankment and the subsequent flood flows through, and downstream, of the site.
- The maximum 1-year return period event basin water level shall be higher than the appropriate return period event water level of the adjacent watercourse, as specified by the Local Authority as part of its flood prevention duties. Appropriate hydraulic checks on the implications of high watercourse levels should be made, where appropriate.
- At sites of high groundwater table, the basin bottom level shall be built 500mm above the annual maximum groundwater level.
- At sites with contaminated soil, detention basins shall be designed water tight. Unlined detention basins should not be used on brownfield sites unless it has been clearly demonstrated that there is no risk of groundwater pollution.

Pre-treatment, inlets, and outlets

- Energy dissipation and erosion protection should be provided at the basin inlets. Basin inlets to be at least 300mm higher than the base of the basin.
- Safety grilles should be provided in all pipe inlets diameter greater than 350mm. During extreme events, operatives should be able to access safely the inlet pipe for cleaning.
- Detention basins should be designed with a slight depression in the inlet structures to encourage the water quality benefits of bioretention processes.
- A manhole and a flow control device should be provided at the outlet of the basin. Discharge from the basin should be limited to the allowable Council limit. The flow conditions in the receiving stream downstream of the basin should be modelled to the satisfaction of the Council.
- An overflow structure should be provided at the outlet. A spillway shall also be provided for an emergency. The spillway should be designed as a controlled overtopping of the embankment. It should not be designed to pass through the embankment. Emergency overflows should be routed back to the receiving watercourse to protect downstream properties.
- The top of embankment at the spillway should be 300mm above the 100 year + climate change allowance storm event.
- The outlet structure should be designed to operate and discharge the design discharge flow rate up to the 1 in 100 year + climate change 24-hour storm event. Appropriate hydraulic checks on the implications of high watercourse levels shall be performed, where applicable.

Landscaping

- Existing site subsoils and topsoils are to be reserved and re-laid in accordance with DEFRA's Construction Code of Practice for the Sustainable Use of Soils on Construction Sites. Should existing site soils prove unsuitable (due to contamination for example) or insufficient then any relocated or imported subsoil must meet BS 8601:2013 Specification for Subsoil and Requirements for Use and relocated or imported topsoils must meet BS: 3882:2015 Specification for Topsoil.
- Detention basins shall be overlaid with soil at depths appropriate for the proposed vegetation. Proposed vegetation shall comprise native species tolerant of the anticipated soil-types, water tolerance requirements and microclimate.
- Consideration should be given to the suitable aesthetic design of the detention basin and its surrounds to enhance the visual amenity of the site and to reflect the landscape character of its location.
- Suitable native planting should be selected to maximise the ecological value of the detention basin and surrounds.
- To increase the biodiversity of detention basins specialist SuDS Turfs are available which include a range of plant species to produce habitats tolerant of both drought conditions and periodic flooding.

Amenity

- The dual use of the detention basin as passive public open space for recreation activities should be considered where the area is subject to flooding from events less frequent than the 1-year return period and where it can be clearly distinguished from the area providing flood storage for frequent events.

Safety

- A safety risk assessment shall examine all relevant safety issues for both operatives and the public.
- The embankment slope gradients should be designed in accordance with national health and safety guidance for access/egress and maintenance requirements.
- Dense vegetation around the external perimeter of the detention basin is discouraged to allow high levels of visibility of the area. Detention basins should not normally require to be fenced.

Operation and Maintenance



- 3.5m minimum width access road for maintenance shall be provided.
- Design should be carefully considered to ensure it:
 - is permeable,
 - incorporates reused or recycled materials in its construction
 - utilises appropriate wearing-course materials which reflect local landscape character
- A summary of the maintenance activities is provided below and shall be considered for basin accessibility design:
 - a. Removal of litter, debris and grass cutting.
 - b. Removal of unwanted plant species and dead plant growth.
 - c. Removal of aquatic plants if present.
 - d. Bank vegetation cutting and removal.
 - e. Sediment removal from forebays and micropools.
 - f. Reseeding of areas with poor vegetation growth.

Groundwater

- Please note that the groundwater table level is a key design consideration for attenuation basins. The groundwater level should be established via formal onsite ground investigation carried out in the same location of the proposed basin.
- If the basin is of impermeable design, then the developer must ensure that there is no potential for hydrostatic pressure issues associated with a high water table and impermeable liners.
- If the basin is of permeable design, then any groundwater volume stored within the basin will need to be factored into the basin’s volume capacity to ensure there is sufficient surface water storage provided for extreme storm events.
- Please note that ground water monitoring may be required to ensure seasonal fluctuations in groundwater levels are recorded and considered within the design of the basin.

Oil and sediment separators can be used as pre-treatment, **or as a last resort**, site treatment for the removal of sediment, litter, and oil from surface water run-off. These systems can be installed in a standard size manhole. Captured pollutants are retained within the separator, providing a single point of maintenance.



Key Benefits	Key Benefits
 Silt removal	 Pollutant treatment
Design Standards	Design Standards
<ul style="list-style-type: none">Require designing so that regular maintenance can be undertakenAs the vortex separator requires a velocity to function, a filtration chamber or detention basin should be used for small flow events	<ul style="list-style-type: none">Must comply with BS EN standards for separating systemsRequire maintenance to prevent re-suspension of pollutionShould be situated close to the pollution source
Best Practice	Best Practice
<ul style="list-style-type: none">Most effective for removal of heavy particulate matter rather than solids or dissolved pollutants	<ul style="list-style-type: none">Depending on the location to which the water is to be drained and the type / severity of pollutants, different classes of separators should be used

- Refer to:
- CIRIA C753 The SuDS Manual Part D.
 - CIRIA report C768 ‘Guidance on the Construction of SuDS’.
 - Sewerage Sector Guidance V.2.2 June 2020 part C
 - Design Manual for Roads and Bridges HA 103/06

Technical Requirements – Oil and Sediment Separators

Configuration and Dimensions of Oil and Sediment Separators

- Oil separators used for the removal of oil and grease present in storm waters operate on the flotation principle. Separated oils are floating on the water surface inside the unit.
- The use of proprietary units is permitted and shall be considered on a case by case basis.

Hydraulic and Water Quality Design Criteria

- Facility design shall be in accordance with BS EN 858-1:2002 Separator systems for light liquids (e.g. oil and petrol). Principles of product design, performance, and testing, marking and quality control.

Selection and Siting

- Oil separator units should be installed underground. The installation site shall be within passive open space accessible by a vacuum tanker for cleaning and maintenance.

Health and Safety

- A risk assessment shall include all relevant safety and environmental issues associated with siting the oil separators.

Operation and maintenance

- Regular inspection of the unit in accordance with the manufacturer’s maintenance requirements but no longer than every six months. The volumes of bottom sludge and the floating layer shall be estimated and cleaning of the unit should be scheduled.
- Cleaning of the oil separator shall be performed by a licenced waste management company to ensure appropriate disposal of the collected oils, floatables and sediment.
- Following cleaning the separator shall be filled with clean water, ready to fully operate with the first rainfall.



Underground structures with capacity to store water below ground.

These structures only provide water-attenuation and not water-treatment therefore cleaning of the water is required prior to release.

Please note that this is the least preferred option for SuDS implementation due to underground surface water attenuation structures not encapsulating the multiple benefits of best practise SuDS design.

WAYMARKER

SEE MATRIX ID 2

Refer to:

- CIRIA C753 The SuDS Manual Part D.
- CIRIA report C768 'Guidance on the Construction of SuDS'.
- Sewerage Sector Guidance V.2.2 June 2020 part C
- Design Manual for Roads and Bridges HA 103/06



Key Characteristics

- Use underground storage structures only where above ground space is not available
- Underground storage structures must be part of a wider SuDS Management Train
- Storage requires suitable internal void ratio of the structure (>90%)
- Structure requires regular silt removal
- Outflow may require pollution treatment

Main Considerations

- The storage structure must fit into a planned SuDS Management Train to provide the required silt removal and pollution treatment
- Excavation proposals must include appropriate soils' management and re-use
- Examine possibility of enabling infiltration through geotextile-lined layers
- Designs should consider expected and potential loading to ensure avoidance of structural failure and collapse
- Stable ground is required
- Underground water-storage structures are not permitted under public highways
- Monitoring and maintenance of underground structures must be safe, programmed, practical and viable

Key Benefits

- Can be designed to attenuate stormwater where no surface space available

Technical Requirements – Underground Storage

Configuration and Dimensions of Underground Storage

- The use of underground storage (which provides no surface water treatment) shall only be allowed where the use of other SuDS methods are inappropriate.
- The design of the underground storage shall aim to minimise sedimentation. Underground storage should be designed to the **CIRIA C753 The SuDS Manual Part D and the requirements of this document**.
- Existing site subsoils and site topsoils are to be reserved and re-laid in accordance with DEFRA's Construction Code of Practice for the Sustainable Use of Soils on Construction Sites. Should existing site soils prove unsuitable (due to contamination for example) or insufficient then any relocated or imported subsoil must meet BS 8601:2013 Specification for Subsoil and Requirements for Use and relocated or imported topsoils must meet BS: 3882:2015 Specification for Topsoil.
- Larger underground storage structures shall permit entry to enable inspection and maintenance activities to be carried out within the storage chambers. This shall include suitable clear opening and internal step irons for safe access/egress. Smaller underground storage structures should have suitable access points to permit remote cleaning and inspection to be readily carried out. Covers should be large enough to allow man-entry with breathing apparatus. Entry points should be on level ground to permit the erection of man-entry safety tripods.
- Design options that shall be acceptable for public areas are pre-fabricated structures, oversized pipes or cast in-situ concrete structures.
- Pipes less than 900mm internal diameter can be utilised for attenuation. However, pipes larger than internal diameter of 900mm will not be permitted under public highways.
- The maximum water level in any underground storage structure shall be at least 600mm below the lowest floor level of any adjacent premises.
- Underground storage should normally be designed as off-line storage and should be sized in accordance with the hydraulic design requirements.
- Low-flow channels should be provided.
- The minimum gradient for storage systems should be 1:100 for off-line tanks and 1:200 for on-line tanks to minimise sedimentation.

Selection and Siting

- Underground storage should not be located beneath public areas and are not permitted under public highways. All attenuation tanks must be placed away from existing or proposed highway areas, taking account of the highway's 45-degree influence zone
- Existing and proposed tree root zones must be avoided or appropriately accommodated, including allowance for growth, appropriate backfill soils for local soil-type
- Ecological constraints must be accounted for such as possibility of leakage, locally-appropriate backfill soils and leaching potential
- Access route to components requires careful integration with site features

Pre-treatment, inlets, and outlets

- The outlet structure should be designed to operate and discharge the design-limiting discharge rates. Appropriate hydraulic checks on the implications of high downstream water levels should be made, where appropriate, and take account of the receiving watercourse or downstream sewer capacity.
- Flow controls shall be designed to the requirements of **Sewers for Adoption 7th Edition**. The minimum size of any orifice should be 75mm diameter.
- The outlet structure should have an overflow provided.

Safety

- A risk assessment should cover all aspects of safety, including access, for operatives during maintenance operations.
- A minimum of two access points (upstream and downstream) should be provided with maximum intervals between access points of 50m.
- Ventilation should be provided to minimise the risk of build-up of dangerous gases.

Operation and maintenance

- Operation and maintenance of underground structures must be integrated in their design.
- Monitoring and maintenance responsibility must be confirmed.
- A programme of safe, practical and viable monitoring and maintenance is required.
- All maintenance access points shall be clearly visible and documented in the Operation and Maintenance plan.

Groundwater

- Please note that the groundwater table level is a key design consideration for underground attenuation tanks. The groundwater level should be established via formal onsite ground investigation carried out in the same location of the proposed tank.
- The developer must ensure that there is no potential for hydrostatic pressure issues associated with a high water table.
- Furthermore, in areas of high groundwater the tank should be appropriately weighted to prevent flotation.
- Please note that groundwater monitoring may be required to ensure seasonal fluctuations in groundwater level are recorded and considered within the design of the underground tank.



Retention ponds are structures that provide both retention and treatment of contaminated storm water run-off.

Retention ponds include a permanent pool of water into which storm water run-off is directed and outflows are controlled to reduce flow rate.

The pond's physical, biological, and chemical processes work to remove storm water pollutants. Sedimentation processes remove particulates, organic matter and metals, while dissolved metals and nutrients are removed through biological uptake.

In general a higher-level storm water quantity control can be achieved as well providing positive amenity benefits. A well-designed retention pond provides a community asset and opportunities for new habitats.



For best practice refer to:

- CIRIA C753 The SuDS Manual Part D.
- CIRIA report C768 'Guidance on the Construction of SuDS'.
- Sewerage Sector Guidance V.2.2 June 2020 part C
- ROSPA Inland Water Sites - Operational Guidelines.

WAYMARKER

SEE MATRIX ID 1

Key Characteristics

- The pond should have 4 zones - sediment forebay, permanent pool, temporary storage volume and shallow, wetland-type zone
- Located outside the floodplain
- Water quality treatment levels required should determine design
- Depth should be <2m to prevent stratification
- A liner may be required to prevent infiltration if the water is polluted or if the pond is near an aquifer
- Maintenance should account for invasive species
- Health and safety should be considered to ensure public safety in proximity to the pond

Main Considerations

- Large area of land required
- Not suited to sloping sites
- Should enhance and integrate with site's topography
- Excavation proposals must include appropriate soils' management and re-use
- Perceived safety risks need to be managed
- Ecological advice must be sought regarding existing potentially high value habitats
- Whilst they have some nature conservation value, retention ponds should not be promoted as compensation for any proposed loss of existing wetlands or ponds.

Key Benefits

- Can be applied to large contributing catchments
- Works well in low permeability soils and permeable soils with a liner
- Good flow control
- Easy to design, build, and maintain
- Can be used for amenity use
- Can incorporate a drawdown zone to reduce run-off volume

Technical Requirements – Retention Ponds

Configuration and Dimensions of Retention Ponds

- Retention ponds should be designed to **CIRIA 753 The SuDS Manual and the requirements of this of this document**.
- Existing site subsoils and site topsoils are to be reserved and re-laid in accordance with DEFRA's Construction Code of Practice for the Sustainable Use of Soils on Construction Sites. Should existing site soils prove unsuitable (due to contamination for example) or insufficient then any relocated or imported subsoil must meet BS 8601:2013 Specification for Subsoil and Requirements for Use and relocated or imported topsoils must meet BS: 3882:2015 Specification for Topsoil.
- The aesthetic element should prevail in the design of ponds. Angular shapes and symmetry should be avoided in the design of pond layout and details. All ponds should contain several zones:
 - a. The sediment forebay
 - b. The permanent pool
 - c. The temporary storage volume
 - d. An aquatic bench
- Additional elements to be included in the design of ponds include:
 - a. A 3.5m wide maintenance route, suitable for vehicles.
 - b. An inflow structure.
 - c. A bypass sewer,
 - d. An outlet with flow control and drain down chamber.
 - e. An emergency overflow structure,
- The sedimentation forebay should be separated from the permanent pool by a permeable berm and have an average width of 5 to 10 times the inlet pipe diameter and a length of 10m or four times the width, whichever is greater.
- Inlets and outlets shall be placed at the maximum distance to maximise flow paths.
- The flow path length to width ratio shall be 3:1 minimum to avoid short circuiting.
- A maximum depth of 2m should be used for the permanent pool to prevent anoxic conditions and water stratification. The minimum water depth of the permanent water zone shall be 1.2m to prevent plant growth.
- The maximum depth of attenuation storage should not exceed 2m.
- The aquatic bench should be a minimum of 2m continuous around the pond, except at inlets and should range in depth up to 450mm below the design permanent pool level.
- The top level of the permeable berm shall be 150mm below the permanent pool water level.
- Energy dissipation should be provided at the inlet and outlet to the pond
- Ponds should be designed to hold a permanent volume of water equivalent to the treatment volume, also referred to as V_t .
- The treatment volume (V_t) should be calculated using the fixed depth method of 15mm of rainfall from impermeable (including paved and roofed) surfaces draining to the pond.
- The volume of the sediment forebay should be approximately 10% of the pond's permanent volume (V_t).
- The maximum volume of any retention pond should be 5000m³
- The Sedimentation forebay should be designed to provide efficient deposition of sediment and should be accessible for cleaning and maintenance operations in its entire area.
- The floor of the sedimentation forebay should be a minimum of 300mm above the main pond bottom
- The design should include a safe and efficient means of draining the lowest point in the detention pond.

Hydraulic and Water Quality Design Criteria

Ponds hydraulic design

- The top of the embankment should be 600mm above the maximum design water level.
- The outlet structure should be designed to operate and discharge the design discharge flow rates up to the 100yr + climate change 6-hour storm event.
- Ponds should provide a minimum permanent pool volume equal to one times the treatment volume for paved surfaces.
- Pond liners should be finished at a height 150mm below the outlet control unit, where appropriate, to encourage infiltration and to minimise discharges to the receiving water for small events. However, they should not be lower than the invert level if used on a site with a sensitive underlying groundwater zone or if used to treat runoff from a potential pollution hotspot.
- The by-pass sewer network should be designed for flows equal to the incoming flows.
- The hydraulic capacity of the draw down facility for emptying the pond should consider the geotechnical stability of the pond and associated embankments.

Selection and Siting

- The risk assessment should include all relevant safety issues associated with siting a pond.
- A detailed analysis and impact assessment of a flood exceedance event indicating flow paths shall be undertaken and submitted to Cheshire East Council. Where ponds are impounded behind engineered embankments, the unlikely scenario of embankment failure should be examined and potential impacts downstream of the pond assessed.
- The siting of retention ponds should follow a multicriteria analysis to provide the widest benefits to the public.
- The highest design water level in retention ponds should be at least 600mm below the floor level of any adjacent premises.
- The maximum 1-year return period event pond water level should be higher than the appropriate return period event water level of the adjacent watercourse, as specified by the Lead Local Flood Authority. Appropriate hydraulic checks on the implications of high watercourse levels should be made, where appropriate.
- In sites containing contaminated soils or contaminated groundwater, ponds should be fully contained within an impermeable liner to prevent cross contamination of surface water.

Pre-treatment, inlets, and outlets

- Bypass structures shall be provided at both the inlet and outlet chambers. The risk to the embankment stability shall be kept to a minimum.
- An entry chamber shall be provided at the inlet of the pond.
- The invert level of the incoming sewers to the inlet structure shall be at or above the 1-year water level in the pond.
- An entry chamber shall be provided for the pond outlet equipped with a flow control device. Minimum diameter of the control device shall be 75mm.
- Bypass structures shall be provided at both the inlet and outlet chambers. The risk to the embankment stability shall be kept to a minimum.

Landscaping

- Ponds should be designed to enhance the visual amenity of the site and to reflect the landscape character of its location.
- Existing site subsoils and site topsoils are to be reserved and re-laid in accordance with DEFRA's Construction Code of Practice for the Sustainable Use of Soils on Construction Sites. Should existing site soils prove unsuitable (due to contamination for example) or insufficient then any relocated or imported subsoil must meet BS 8601:2013 Specification for Subsoil and Requirements for Use and relocated or imported topsoils must meet BS: 3882:2015 Specification for Topsoil.
- Ponds should be planted and seeded with native species to promote variation in the physical habitat value of the pond.
- Trees shall not be planted within the pond or embankments needed to retain water.

Ecology

- In order to maximise their ecological value, retention ponds should be designed with scalloped sinuous edges to maximise their shore-line and a variety of depths with extensive areas of shallow water. The incorporation of gently sloping sides will ensure that shallow water is provided regardless of the depth of water retained.



Groundwater

- Please note that the groundwater table level is a key design consideration for retention ponds. The groundwater level should be established via formal onsite ground investigation carried out in the same location of the proposed pond.
- If the pond is of impermeable design, then the developer must ensure that there is no potential for hydrostatic pressure issues associated with a high water table and impermeable liners.
- If the pond is of permeable design, then any groundwater volume stored within the pond will need to be factored into the pond's volume capacity to ensure there is sufficient surface water storage provided for extreme storm events.
- Please note that ground water monitoring may be required to ensure seasonal fluctuations in groundwater levels are recorded and considered within the design of the retention pond.

Safety

- A safety risk assessment shall examine all relevant safety issues for both operatives and the public.
- The embankment slope gradients should be designed in accordance with national health and safety guidance for access/egress and maintenance requirements.
- The aquatic bench should be planted with appropriate species to achieve a high-density barrier when they mature which effectively dissuades people from trying to get access to the open water. Dense or tall vegetation (bushes and trees) around the external perimeter of the ponds is discouraged to provide high levels of visibility of the whole pond area.
- Barrier fencing must be provided at all retention ponds. All access gates must be lockable. The locks must be childproof. The minimum height of the fence shall be 1.1m and shall be constructed in such a manner that there are no step-ups to reduce the 1.1m minimum height. The form of the fence should not detract from the aesthetic value of the local environment.
- All exposed pipe inlets or outlets, which are larger than 350mm, should normally have safety grilles. However, where grilles can be avoided by the use of appropriate design to restrict human access into the structures, this is preferred. Grille designs should be suitable to minimise the risk of blockage, have safe access for clearing during extreme events and prevent unauthorised access particularly by children and dogs.
- Bar spacing should not exceed 150mm and should not be less than 75mm to avoid trapping small debris.
- Consideration should be given to the potential failure of any embankment and the subsequent flood flows through, and downstream, of the site.
- Warning signs should be erected providing information on pond function, basic data, and prohibition of swimming.
- The perimeter of the pond 1m inside and outside the water's edge (water level during dry periods) should have a gradient of less than 1:10. This shall provide a margin which is attractive to flora and fauna and is a disincentive for people to enter the pond. Other areas (above and below the pond) shall have gradients of less than 1:4.

Operation and maintenance

- The pond shall be accessible to cleaning equipment by an access road 3.5m minimum width.
- A summary of the maintenance activities is given below and shall be considered for pond accessibility design.
 - a. Removal of litter, debris and grass cutting.
 - b. Removal of nuisance plant species and dead plant growth.
 - c. Removal of submerged and emergent aquatic plants if present.
 - d. Bank vegetation cutting and removal.
 - e. Sediment removal from forebays and main pond body.
 - f. Re-seeding and re-planting as required.
- Pond outlet design shall provide for removal of blockages.

6

System management & maintenance

6.1 Key Elements of SuDS Management & Maintenance

137 Following appropriate installation, the main issue for SuDS to remain effective is appropriate management and maintenance. SuDS management and maintenance must be considered during the design process. Maintenance must be effective throughout the construction period and through the lifetime of the development. Developers need to consider costs of maintenance at design stage.

138 The development's design must include provision for protection and management of its SuDS during construction, appropriate accessibility and maintenance of its SuDS throughout the lifetime of the development, and specification of maintenance engineers' technical expertise requirements.

139 Pre-construction, site managers and construction operatives should be taught how sustainable drainage components should be installed. All SuDS components should be designed to be built safely and to be protected from damage during the wider development's construction and operation, and to function effectively for the life of the development.

140 Particular care must be taken during the design phase to ensure that site-wide construction activities do not adversely impact SuDS components or the future efficacy of the SuD system, for example through soil compaction, erosion or siltage.



Good site management should be employed during a development's construction to retain the site's water storage and attenuation capacities and protect its SuDS, e.g. silt fences protecting infiltration components

141 To reduce the likelihood and quantity of longer-term maintenance issues arising, construction of the SuDS components themselves should be overseen by appropriately trained staff. Particular attention should be given to elements critical to a component's long-term efficacy, such as membrane installation.

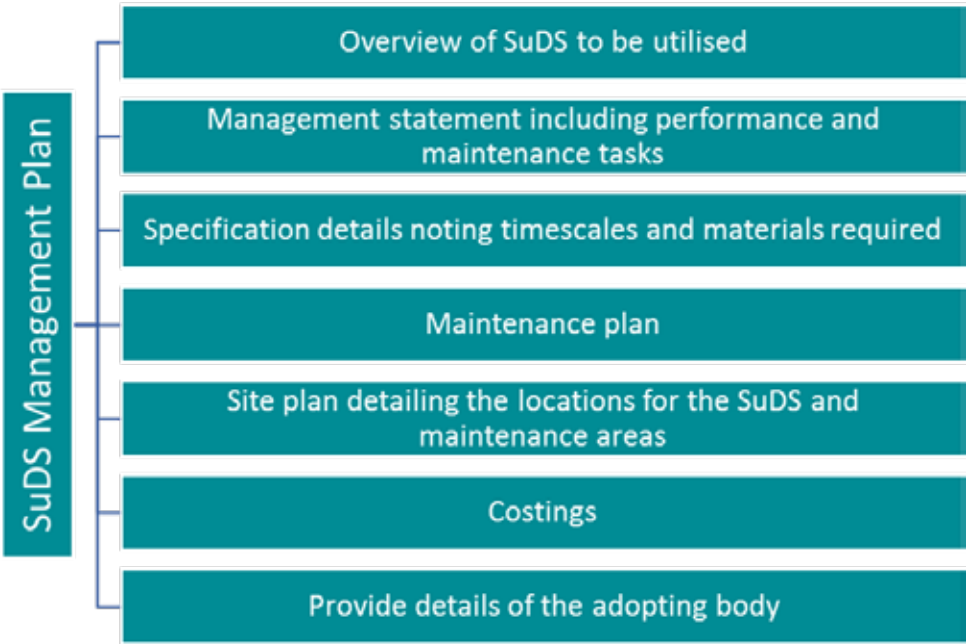
142 Post construction, the system's on-going maintenance managers must ensure operating performance is appropriately monitored against its expected performance and, where necessary, effective remedial measures are taken in a timely fashion.

6.2 SuDS Management & Maintenance Plan

143 SuDS management arrangements and procedures should be detailed in a SuDS Management & Maintenance Plan which should be submitted by the Developer with their planning application.

144 The Developer's SuDS Management & Maintenance Plan must include information on the design of the system and its components, and include methodologies for its safe construction, operation and maintenance, including ensuring safe access for maintenance i.e. gradients/slopes are accessible and safe to operate on. Things considered should include pipe connectors being shallow and short to allow for simple jetting to keep them clear. Inlets, outlets and control structures should be at or near the surface to allow day to day care by landscape contractors or site managers. Inspection points which are easy to access should be incorporated. Designers should reflect the guidance in Chapter 36 of CIRIA's 2015 SuDS Manual regarding managing the safety risk associated with SuDS and to consult ROSPA for further guidance or to help resolve site-specific issues.

145 The SuDS Management & Maintenance Plan must include details of the persons/organisations responsible for its implementation. The management and maintenance of SuDS should integrate and align with the development site's cross-site landscaping scheme and its landscape and ecological management plan(s). The plan should also make provision for a warning system and contingency arrangements.

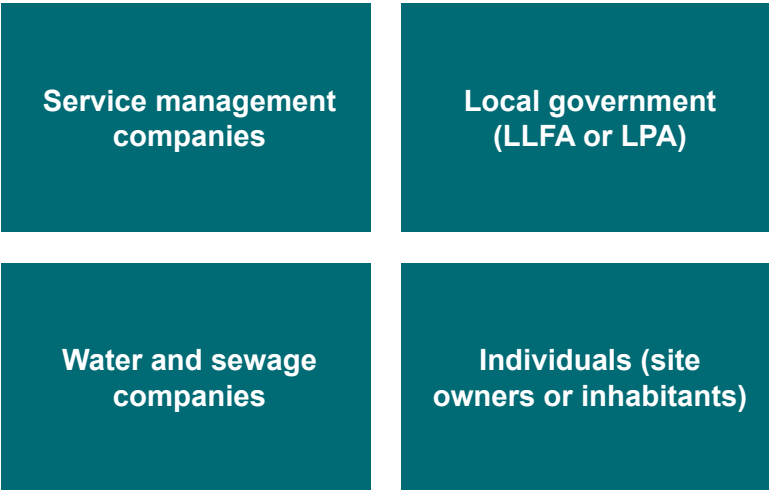


146 SuDS Management & Maintenance Plans shall be living documents which include annual reviews to ensure their effectiveness and ability to adapt to unforeseen circumstances. Those responsible for SuDS Management should work in liaison with those responsible for implementation of the site's Landscape and Ecological Management Plans to ensure cross-site continuity and avoid any conflicting maintenance activities.

6.3 Responsibility for Post-construction Maintenance

147 Those responsible for the SuDS' maintenance must have a clear understanding of the system and must have sufficient knowledge and skills to be able to identify and remediate problems.

148 It is the responsibility of the developer to establish a maintenance agreement that ensures the drainage system is maintained and continues to function as designed in perpetuity for the lifetime of the development. National guidance indicates that this maintenance should be undertaken by any of the following bodies:



It should be noted that Cheshire East Council is NOT currently formally adopting or maintaining SuDS but, alongside developing this SuDS Guide and in advance of having a final position in relation to the adoption and maintenance of different types of SuDS, the Council will endeavour to be flexible in the consideration of SuDS proposals provided appropriate management systems are put in place and the Council's position in terms of future management liability is protected.

If future instances occur where Cheshire East Council takes on the responsibility for maintenance of a SuDS, a commuted sum will be payable to the Council for the agreed management and maintenance. Commuted payments will be determined on a case by case basis based upon situation and design of the SuDS.

6.4 Key points for Common SuDS Maintenance Activities

149 Many SuDS components are features of the landscape and should be managed according to best landscape practices. The management and maintenance of SuDS should integrate and align with the development site’s cross-site landscaping scheme and its landscape and ecological management plan(s). The adverse impacts of proposed maintenance activities, such as soil compaction or reduction in tranquility, must be minimised through good system and component design, and by using best practice methodologies for landscape maintenance.

150 Grass-cutting regimes should be customised according to the needs of the affected SuDS component and its situation. It may be appropriate for some amenity grass areas to be mown frequently for recreation but, where possible, grass on or around SuDS components should be allowed to grow because longer grass tends to enhance water quality by reducing erosion and filtering silt, and longer grass provides habitat for greater biodiversity. The risk of pollution removal being compromised by longer grass lodging (being pushed over and flattened by the flow of water) is considered to be minimal so Cheshire East Council encourage keeping grass longer in swales and filter strips. An exception to this general rule to allow grass to grow is vegetation around inlet and outlet infrastructure which should be kept closely strimmed to retain their visibility (for safety and inspection) and to help ensure against blockages.

151 Short grass should particularly be avoided around wet system components, such as attenuation basins or detention ponds, because short grass encourages geese and their associated fouling. (This is particularly important where development sites may affect air transport protection zones where new attractions for large birds are discouraged). Grass beside wet components should be allowed to grow around the wet edge to deter larger birds and reduce associated nutrient increase, and to avoid risk of component clogging due to grass-clippings entering the system.

152 Unwanted vegetation, such as alien or invasive species or plants which are negatively affecting the technical performance or biodiversity of the SuDS, should be weeded by hand during the first year post-construction. Cheshire East Council does not support the use of herbicides and pesticides unless no alternative method is effective in eradicating an invasive species.

153 Cheshire East Council does not support the use of fertilisers as nutrient loadings are damaging to waterbodies and wetland habitats. Algae may grow in the establishment period (3-5 years) due to nutrient release from the disturbed ground of the development site and excessive growth may be reduced by removal with a skimmer or algae net.

154 Perennial aquatic (water-bourne) plants in SuDS components should have any build-ups of dead material from previous season’s growth removed every 2-3 years to prevent formation of organic silt affecting the component’s performance. Emergent (soil-rooted but growing up through water)vegetation may require periodic harvesting to maintain flood attenuation volumes. Up to 25% of aquatic or emergent vegetation may be cut and removed at any one time and arisings should be left at the water’s edge for 48 hours to de-water and allow wildlife to return to their habitat.

155 Shrubs and trees on or adjacent to SuDS components should not be mulched with bark or compost, nor use plastic guards, but should use 100% hessian mulch-mats with bamboo pegs where competition from other vegetation is strong, and biodegradable guards and bamboo support canes to prevent mammal damage. Any mats, pegs, guards or supports enduring should be removed from site to a recycling facility at the end of the 5-year Landscaping Establishment period. Shrubs may be pruned to encourage lateral growth (side shoots). Trees require annual inspection and treatment for any damage, wind-rock or disease. Any vegetation which die during the first 5 years after seeding/ planting shall be replaced in the following planting season with plants of equivalent species and size.

6.5 Programming SuDS Maintenance Activities

156 Maintenance of SuDS components must be carried-out to ensure their ongoing effectiveness. Where preventative measures, such as de-silting, are necessary, maintenance activities should be programmed to ensure component efficacy.

157 Different activities will require different intervention timings and may need to be implemented on a “Frequent”, “Occasional” and only on a “Remedial” basis, as described below:

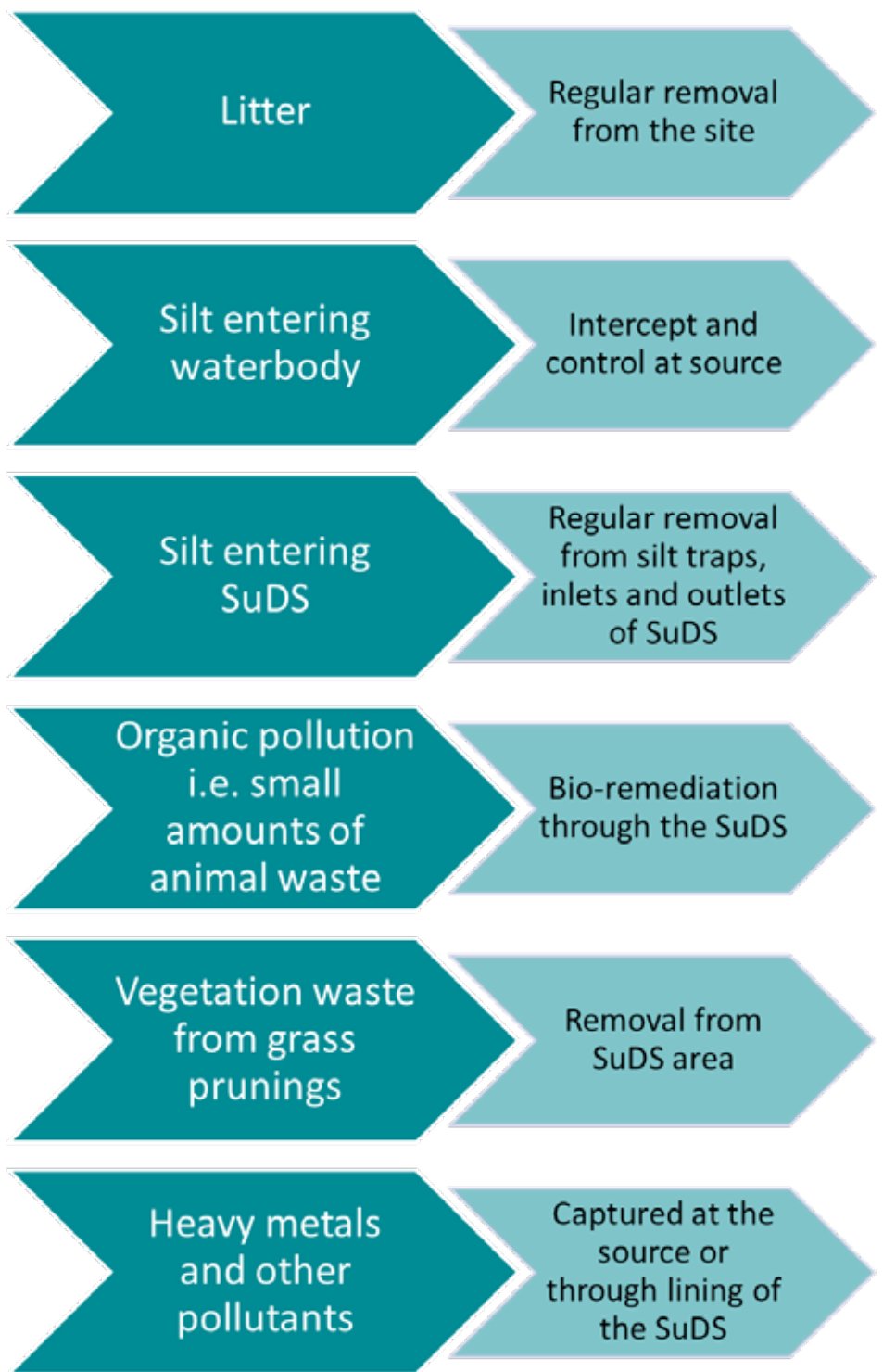
Frequent maintenance	Occasional maintenance	Remedial tasks
<ul style="list-style-type: none">• Daily or monthly activities• Cutting grass to recommended lengths• Removal of litter• Review of inlets and outlets for blockages	<ul style="list-style-type: none">• Frequency is determined by each site• Siltation management• Vegetation control in pools and detention basins to address / prevent blockages	<ul style="list-style-type: none">• Addressing defects or damage to the SuDS - these should be minimal if correct design procedures and standards have been followed• Potential damage caused by interaction with people / vandalism• Repairs due to wear and tear



	Activity	Permeable Paving	Green roof / wall	Filter Drain	Filter Strips	Cannels, rills and channels	Swales	Bio Retention	Detention Basin	Underground Storage	Pond	Vortex Separator	Oil Separator
Frequent	Removal of litter / debris		•	•	•	•	•	•	•		•	•	•
	Pruning grass and SuDS vegetation		•	•	•	•	•	•	•		•	•	•
	Maintenance of surrounding plants					•		•	•		•		
	Clearance of inlets / outlets			•	•	•	•		•	•			
	Silt removal	•						•			•	•	•
	Removal of compost						•						
	Replenish mulch							•					
	Surface scarification							•					
	High powered wash / suction sweep												
Occasional	Silt removal / review of silt levels			•	•	•			•		•	•	
	Replenish mulch												
	Excess vegetation removal		•			•	•		•		•	•	•
	High powered wash / sweep of paving												
Remedial	Review of erosion					•	•						
	Review / repair of inlets and outlets			•		•	•	•	•		•	•	•
	Replace filter stones			•	•								
	Readjust retention levels							•					
	Replace geotextile layer	•		•	•								
	Silt removal			•	•	•	•			•		•	

6.6 Waste management for SuDS

Maintenance programmes (example left) should be supported by plans for addressing waste produced by SuDS including:



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Developers in Cheshire East are also advised to follow the supporting guidance in Part E of the CIRIA SuDS Manual 2015.

7

Applying for Planning Consent & Identifying Adoption Options

7 Planning Approval & Adoption

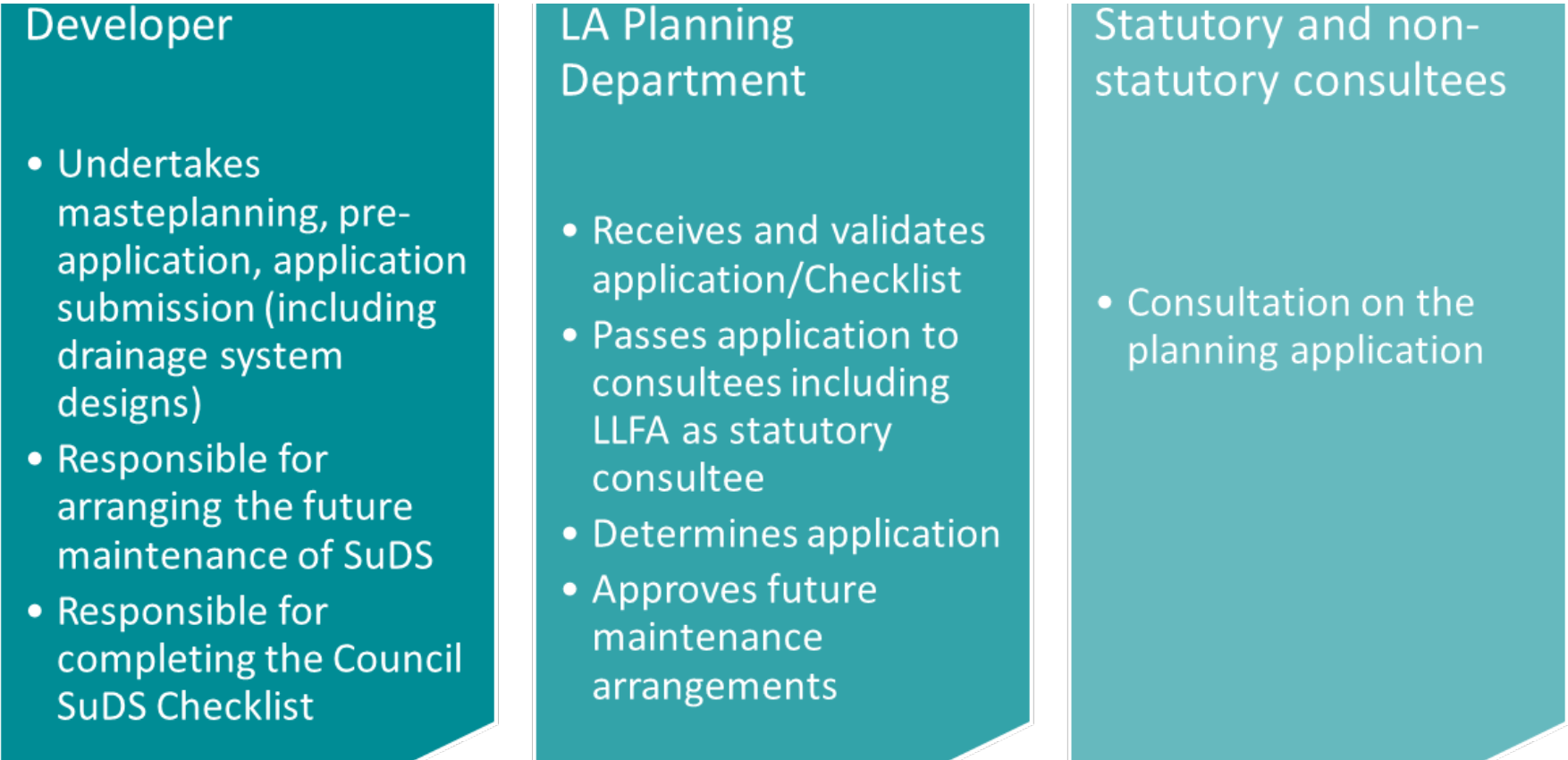
WHAT THIS SECTION WILL COVER:

- Responsibilities - who does what?
- Introduction to the planning application process
- Requirements for different types of planning applications
- Consultation requirements
- The SuDS Application Submission and Approval checklist

7.1 Responsibility Designation

158 This Section details the approval process for implementing SuDS. SuDS proposals form part of planning applications and should adhere to both the **National Planning Practice Guidance** and the **Defra Non-Statutory Technical Standards for SuDS**. **Figure 7-1** outlines the responsibilities of the three key groups involved in SuDS from inception to implementation.

Figure 7-1: Responsibilities



7.2 Planning Application Process

Figure 7-2 below illustrates the stages involved in the submission of a Planning Application.

159 Cheshire East Council operates a paid pre-application service and enters into Planning Performance Agreements (PPAs) to provide developers with pre-application advice and in the case of PPAs with an enhanced, managed approach to the various stages of the planning process. As stated previously, the Councils are keen to promote a collaborative approach to place design, engaging meaningfully with stakeholders and communities, thus requiring a partnership approach to place-making from inception of the scheme to implementation. The Council is also keen to encourage design review on major schemes and therefore, in future, this should form part of the pre-application and application stages of the planning process.

Figure 7-2: The Planning Application Process



160 The following Sections describe the considerations and actions which should be undertaken at each stage of the SuDS submission as part of a Planning Application.

161 For those cases where the developer is uncertain as to whether the application should be submitted as Prior Notification for Permitted Development, Outline Application or a Full Planning Application, early consultation should be undertaken with the Councils Planning Department and Lead Local Flood Authority.

7.3 Masterplanning

162 Masterplanning is necessary for larger developments. At the masterplanning stage it is necessary to establish design codes and principles and the layout of development proposals.

163 For residential development proposals, Cheshire East Council's Residential Design Guide sets out the requirements for Design Coding and design information required for different types of applications. Coding is required for all schemes of 150 dwellings or more, including for component schemes for a site totalling 150 units and for smaller, sensitive sites.

164 At the outline stage, in developing illustrative masterplans, Cheshire East Council encourages the submission of testing layouts, to ascertain issues requiring resolution such as conflict between useable open space, SuDS and ecology. An appropriate balance of built and green space needs to be planned by multi-disciplinary teams at the earliest possible stage.

165 The developer or landowner should consider Cheshire East Council's requirements for SuDS at the earliest opportunity to ensure their integration with the site's landscape, ecology and any other pertinent on-site or adjacent characteristics, such as archaeological features or existing waterbodies.

166 The developer should plan the SuDS layout with regards to their site's and location's geology, natural topography, soils and vegetation, in order to utilise natural features to help mitigate flood risk, and taking account of established industry standards - **CIRIA SuDS Manual C753 and BS8582:2013 Surface Water Management**.

167 If considering constructing a development in phases, developers should provide a coherent drainage strategy for the entire development.

7.4 Pre-application Planning Advice

168 Cheshire East Council offers a paid Pre-Application Advice Service involving a multi-disciplinary team who can provide advice on urban design and built conservation, landscape character and features, trees and hedgerows, ecology and biodiversity net gain, flood risk management, asset management and maintenance and planning process.

169 Developers should undertake early consultation with Cheshire East Council's Planning Department to help avoid potential delays, misunderstandings, increased flood risk, or enforcement or adoption issues.

7.5 Planning Application Validation

170 When the application is submitted, Cheshire East Council's Planning Department will check to ensure that all required details have been provided. If all details have been provided to a satisfactory level the application will be validated. The application will then be passed to the Statutory and internal consultees for review.

171 To ensure future management and maintenance of SuDS that are not adopted by Cheshire East Council or other responsible body, a draft Section 106 agreement or Head of Terms, or Community Infrastructure Levy (CIL) details where an adopted CIL charging scheme is adopted. If the maintenance works are not done appropriately, these agreements may also require property owners to allow Cheshire East Council to carry-out the works and recover resulting expenses from the property owners. For this reason, they are widely used to safeguard the necessary long-term care of facilities.

7.6 Sufficiency of SuDS Submissions

172 SuDS Submissions will include the information identified in the **North West SuDS Pro-forma** (found in [Section 7.21](#)) and should follow the standards described and/or waymarked in this guide.

173 If a planning application's proposal deviates from guidance in this document or its waymarked guidance, the applicant must submit sufficient data and information on the proposed design to prove that it is a more appropriate solution for that site. The Council will assess this evidence and will confirm in writing whether or not it finds the proposal acceptable. Should the Council find the submission insufficient, it may ask the applicant to provide additional data or information.

7.7 SuDS Submissions - General Requirements

174 The developer is responsible for the design of SuDS. The design shall be supported by a risk assessment to ensure risks to both the local community and operators of the drainage system are minimised. The Developer and/or his designer shall certify that their design complies with this design guide and accept liability for compliance through their professional indemnity insurance. **These responsibilities/liabilities shall not be discharged to the Council or their representatives through the planning consent process.**

175 SuDS designs shall be carried out in accordance with this Guide and the best practice principles in current UK drainage guidance.

176 Where, as a last resort, the Water Authority permits both surface and foul water to discharge to a combined sewer system, the surface water sewer drainage shall be attenuated to the requirements of the water authority. The developer shall support their planning submission with written discharge consent from the water authority.

177 The developer should take cognisance of Cheshire East Council's Land Drainage Byelaws and Environment Agency Main River designations paying particular attention in their masterplanning to the requirement for no obstructions typically within 8 meters of the edge of the watercourse. Flood Defence Consent and Land Drainage Consent information is required as part of the submission, including distance of construction from watercourses etc. Easements for work adjacent to watercourses and culverts, drains, private sewers should be indicated and assumed to be 8m. It is the developer's responsibility to obtain all required discharge permits and evidence of this should be provided.

178 SuDS are not to be located adjacent to or within the adopted highway, carriageway or footway.

179 SuDS components should be appropriately considered, for the best overall performance of the drainage systems and the water quality of the receiving water body, and for foreseeable human interaction.

180 SuDS must have suitable access for maintenance purposes. The Developer must tell the Planning Authority who will be responsible for the maintenance of SuDS.

181 Design submission requirements to the Council (calculations, drawings and construction details) for private SuDS and pipe drainage, are presented in the **SuDS Pro-forma** and forms part of the audit for the design of the proposed system.

182 The complete surface water drainage system for a development (sewers and SuDS) could be partly private, partly adopted by the relevant Water Company and partly owned and maintained by a third party but not the Local Authority.

7.8 Development and Flood Risk

183 When considering new development, Developers will need to consider flood risk and development in accordance with the requirements of the **National Planning Policy Framework (NPPF)**.

Figure 7-3 summarises the process.

184 Inappropriate development in areas at risk of flooding should be avoided by directing development away from areas at the highest risk. Where development is necessary, it should be demonstrated to be safe and should not result in an increase in flood risk elsewhere.

185 The **NPPF** sets out the aims of the Sequential Test, to steer new development to areas with the lowest probability of flooding. Development should not be allocated or permitted if there are reasonably available sites appropriate for the proposed development in areas with a lower probability of flooding. The **Council's Strategic Flood Risk Assessment (SFRA)** will provide the basis for applying this test although the most recent Environment Agency flood maps should also be reviewed. A sequential approach should be used in areas known to be at risk from any form of flooding.

186 A site-specific **Flood Risk Assessment (FRA)** will be required and this will need to demonstrate that the development will be safe for its lifetime taking account of the vulnerability of its users, without increasing flood risk elsewhere. Where possible, overall flood risk should be reduced.

187 On brownfield sites the existing drainage systems should be modelled to demonstrate actual pre-development surface water runoff. Appropriate consideration of the existing system operation, including number and frequency of gullies, and existing attenuation whether natural or artificial.

188 Appropriate reductions of surface water runoff should be achieved in accordance with [Section 7.11](#)

189 A site-specific flood risk assessment is required for development proposals:

- of 1 hectare or greater in Flood Zone 1;
- all proposals for new development (including minor development and change of use) in Flood Zones 2 and 3;
- or within Flood Zone 1 which has critical drainage problems (as notified to the local planning authority by the Environment Agency);
- and where proposed development or a change of use to a more vulnerable class may be subject to other sources of flooding.

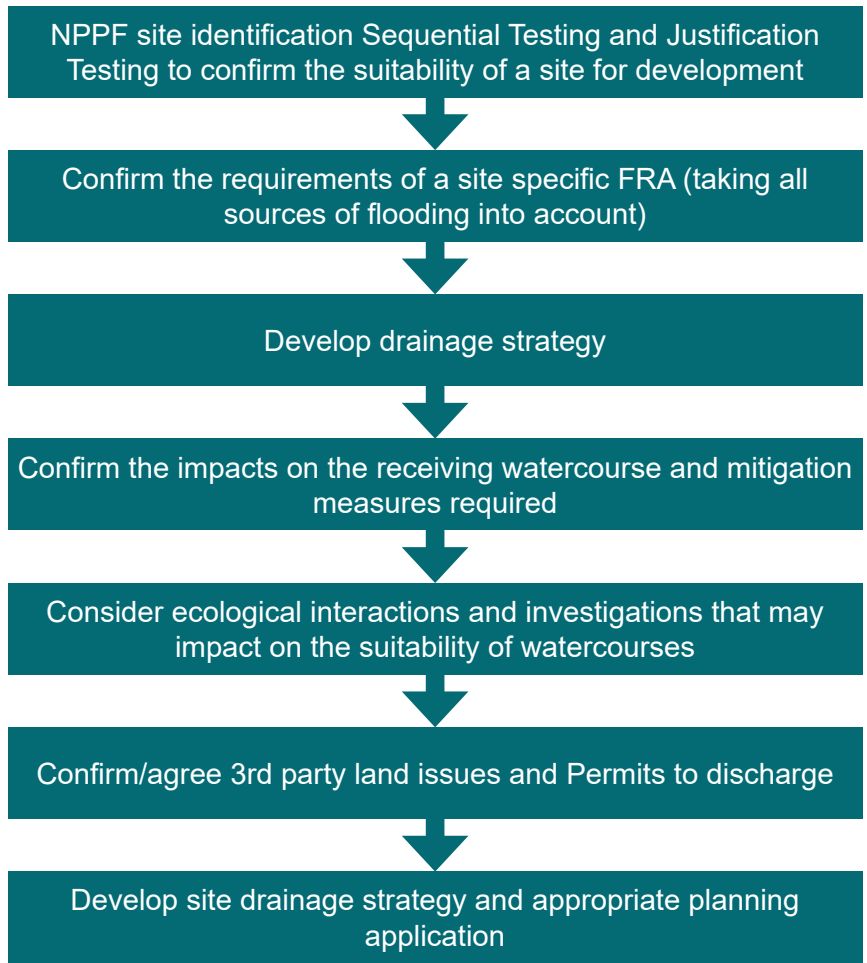
190 **Drainage strategies will need to take local flooding into account. Interactions with receiving ditches and watercourses (including culverts) will need to be fully appraised in order to ensure that surface water runoff is effectively managed without increasing flood risk elsewhere.**

191 Proposals will need to include assessment of surface water interactions with other sources of flooding including fluvial and tidal interactions. This will need to include consideration of, for example, climate change, blockage scenarios and hydraulic capacity of for example, bridges and culverts during design flood events.

192 Developers will need to demonstrate that all land ownership and long-term maintenance issues have been resolved, prior to submitting a full planning application. Developers will also need to obtain relevant permits to discharge, and include information on pollution control measures where required.

193 It is recommended that developers consult with the Local Planning Authority and the Environment Agency to determine the requirements for a site specific FRA.

Figure 7-3: Development & Flood Risk Assessment



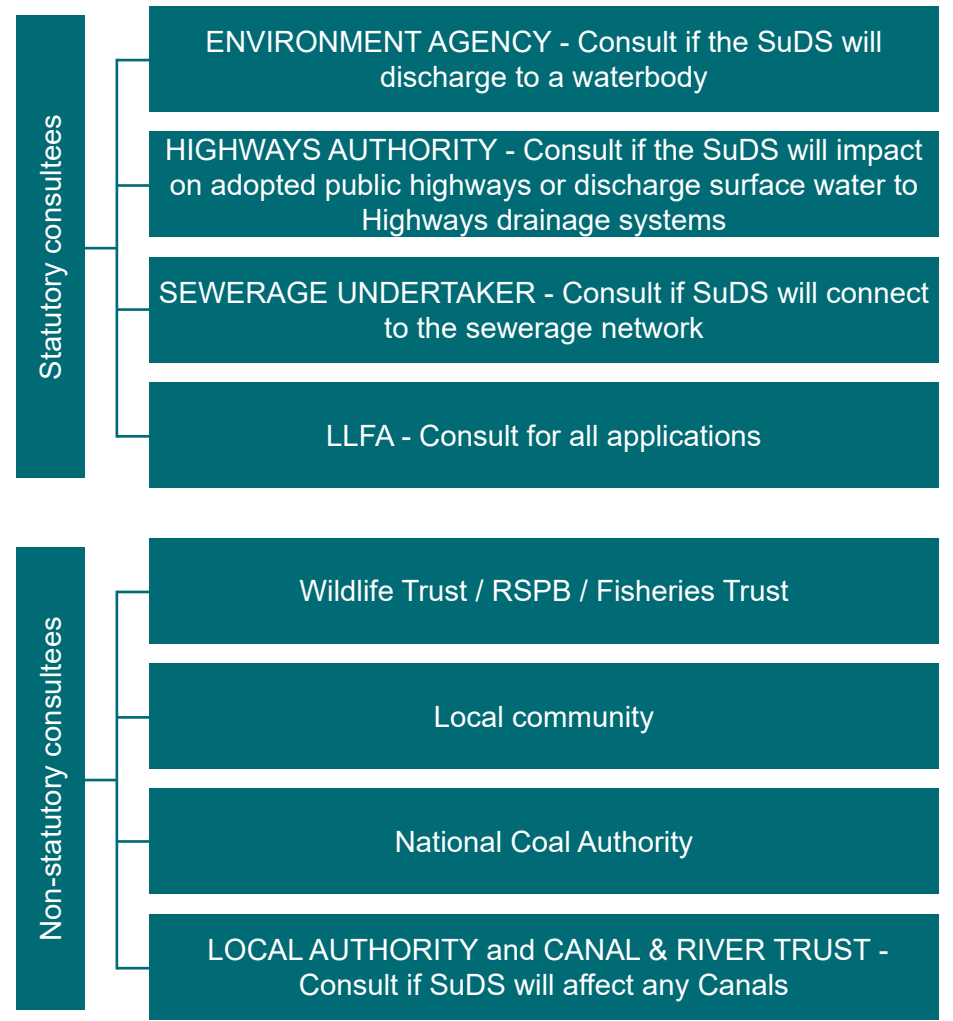
7.9 Consultation

194 In accordance with DEFRA Planning Practice Guidance, LLFA's should be consulted at the planning consultation stage to gain advice for surface water drainage. Under the **Flood and Water Management Act 2010**, Cheshire East Council are the Lead Local Flood Authority (LLFA) covering Cheshire East Borough.

195 As Cheshire East Council is well placed in terms of existing strategic policy and flood risk evidence base, LLFA consultation in its borough will positively affect local decisions on planning and drainage and will make a significant contribution to the vision of the Local Plan.

196 Cheshire East Council will consult a mixture Statutory and Non-statutory consultees.

Figure 7-4: Consultees concerned with SuDS include:



197 Developers should note that some Planning Consultees may be Non-Statutory in some situations but Statutory in others.

198 For example, the Canal & River Trust has three 'notifiable areas' which reflect both location and scale of proposed developments: - the Inner zone, Intermediate zone and Outer zone. In these notifiable areas, the Canal & River Trust is a Statutory consultee.

7.10 Drawings, Calculations, and Manhole Records

199 Drawings and calculations of the complete drainage system should be supplied with the SuDS application. Separate drawings of private systems should be supplied for record purposes only.

200 All drawings and calculations submitted should be in metric units.

201 The drawings should show all the necessary detailed information required by the the SuDS Pro-forma, this Guidance and Sewerage Sector Guidance.

202 Location and layout plans, sections and details should show the proposed SuDS and drainage system in full, including private SuDS. Plan scales should be those in common use, i.e. 1:20, 1:50 and 1:100 as appropriate.

203 Longitudinal sections should generally be to an exaggerated scale, with the horizontal scale the same as the plan (but no less than 1:500) and the vertical scale 1:100.

204 Record drawings shall contain the “as-built” information to 300mm accuracy in the horizontal plane, with dimensions related to fixed Ordnance Survey features or Ordnance Survey co-ordinates to 1m accuracy (12-digit accuracy, e.g. 123456, 123456).

7.11 Hydraulic Design

205 The surface water drainage system shall be designed according to **Part C5 Hydraulic Design of Sewers for Adoption 7th Edition**, so that flooding does not occur in any part of the site in a 1-in-30 year return period design storm flood frequency.

206 Appropriate software shall be used to simulate the system and provide expected performance data. For all developments which utilise SuDS, the use of appropriate analytical tools are needed to demonstrate the required level of flood protection performance. For developments of fewer than ten houses, the procedure presented in **Part C3 Hydraulic Design of Sewers for Adoption Small Developments Version – September 2013** shall be followed.

207 Representation of SuDS in simulation software should be explicit, where possible. A copy of the model and results should be submitted to the Council for acceptance. All hard surfaces draining to the network should be accurately allocated to the drainage network and represented in the model. All connecting manholes should be included in the model. Representation of the hard surfaces draining to the network should be accurately allocated to the drainage system and all manholes should normally be included in the model.

208 Surface water drainage should be designed for run-off from roofs and subject to the agreement of the Undertaker, roads (including verges) and other hard-standing areas. For these areas, an impermeability (runoff coefficient) of 100% shall be assumed.

209 An additional increase in the paved surface area of 10% shall be assumed for all areas to allow for future urban expansion (extensions and additional paved areas) unless this would produce a figure greater than 100% of the site.

210 Where it is proposed to connect to an existing adopted drainage network, the developer shall consult with the Undertaker and the LLFA regarding acceptable discharge criteria. Hydraulic performance modelling of the receiving drainage system may be required.

211 Where it is proposed to connect to other existing drainage networks (including but not limited to culverts, privately owned systems, open drainage ditches, or constrained watercourses) the developer shall consult with owner of the drainage network and the LLFA to agree acceptable discharge criteria. Hydraulic and structural assessment of the receiving drainage network is likely to be required.

212 Design event rainfall should be based on the use of the most recent version of the ‘Flood Estimation Handbook’ specific to the location of the development. An allowance for climate change in accordance with Environment Agency Guidance (by factoring the rainfall intensity hyetograph values) should be applied.

213 During severe wet weather, the capacity of the surface water drainage systems may be inadequate, even though they have been designed in accordance with this Guide and Sewers for Adoption 7th edition.

214 Examples of different weather conditions which cause flooding include:

- a.High-intensity rainfall events bypassing gully inlets;
- b.High-intensity rainfall events resulting in sewer surcharging and surface water escaping where the ground level is below the hydraulic gradient;
- c.High-intensity rainfall events on areas adjacent to the development site (urban or rural) from which overland flooding can take place;
- d.Long-duration rainfall which may result in the top water level in storage systems becoming full, resulting in overflow;
- e.Extended periods of wet weather which may result in high receiving watercourse water levels affecting the hydraulics of the drainage system.

215 Checks shall be made for the 1-in-100+ climate year return period to ensure that properties on and off site are protected against flooding for all these scenarios. The design of the site layout, or the drainage system should be modified where the required flood protection is not achieved. This is particularly relevant on undulating and steeply-sloping catchments and adjacent to watercourses. Developers should also demonstrate flow paths and the potential effects of flooding resulting from these storm events. Access roads into and through the site for emergency vehicles must be ensured for these events.

WAY MARKER 4.3
Climate Change & Peak Rainfall Intensity Allowance

Increased rainfall affects river levels and land and urban drainage systems. The table below shows anticipated changes in extreme rainfall intensity in small and urban catchments. For design, assess both the central and upper end allowances to understand the range of impact.

Applies across all of England	Total potential change anticipated for the ‘2020s’ (2015 to 2039)	Total potential change anticipated for the ‘2050s’ (2040 to 2069)	Total potential change anticipated for the ‘2080s’ (2070 to 2115)
Upper end	10%	20%	40%
Central	5%	10%	20%

Defra Climate Change Guidance
<https://www.gov.uk/guidance/flood-risk-assessments-climate-change-allowances>

7.12 Attenuation Storage

216 The limiting discharge rates from the site should normally be assessed using the ‘Flood Estimation for Small Catchments’ (Institute of Hydrology 1994). For application sites, smaller than 50ha it should be applied for 50ha and linearly interpolated to the development area. Values should be determined for the 1-year, 1-in-30 year and 1-in-100 years as a minimum. A tool for assessing greenfield runoff rates is provided in Section 4.6 using the calculation described in Way Marker 4.4.

217 The maximum 1-year water level in attenuation storage should not cause significant backing up of flows in the incoming sewer and a 1-year, 1-hour duration event should not surcharge the drainage network.

218 Simulation modelling of the contributing development area considering the head-discharge relationship of the proposed SuDS discharge outlet is required to calculate the attenuation storage volume. The model may be based on either the fixed percentage run-off of 100% run-off from all impermeable surfaces, or the UK variable run-off model (see CIRIA document ‘Drainage of Development Sites – A Guide’ (2004) for the run-off from the whole site. Appropriate allowance in the reduction in run-off should be made for infiltration systems serving any impermeable areas.

WAY MARKER 4.4
Calculation for greenfield run-off peak flows
(Institute of Hydrology Report 124)

$$QBAR_{rural} = 1.08(AREA/100)^{0.88} SAAR^{1.17} SOIL^{2.17}$$

QBAR_{rural} = Mean annual run-off for rural (greenfield) areas (litres/second)

AREA = area of the site (hectares)
If the site is smaller than 50 hectares, the calculations should be undertaken using 50 hectares and then amended (by dividing by the actual site area) at the end of the calculation.

SAAR = Standard Average Annual Rainfall (mm)

SOIL = Predominant soil type
The most suitable soil type should be selected from the table below:

Soil Description	Soil value for calculation
Peat (waterlogged)	0.50
Clay	0.50
Clayey loam	0.45
Loam	0.40
Sandy Loam	0.30
Sand	0.15

7.13 Peak flow rate and volume

219 Peak flow rate and volume does not apply to any surface run-off that is discharged:

- By infiltration; or
- To a coastal or estuarial water body; or
- To an alternative water body where the LLFA considers it appropriate to do so.

220 Developers will need to demonstrate that consent to discharge and 3rd party land ownership issues/crossing have been agreed prior to planning application and detail these in the relevant sections of the SuDS Pro-forma.

7.14 Low rainfall

221 There should be no discharge to a surface water-body, or sewer that results from the first 5mm of any rainfall event. In low-permeability soils where this is not achievable, the developer shall demonstrate to the Council that infiltration has been encouraged through the SuDS management train.

7.15 High rainfall

222 Either of the two approaches below must be used to manage the surface discharge:

Approach 1: Restricting both the peak flow rate and volume of runoff

The peak flow rates for the:

- 1 in 1 year rainfall event; and
- 1 in 100+ climate year rainfall event;

must not be greater than the equivalent greenfield run-off rates for these events. The critical duration rainfall event must be used to calculate the required storage volume for the 1 in 100+ climate year rainfall event.

The volume of runoff must not be greater than the greenfield run-off volume from the site for the 1 in 100+ climate year, 6-hour rainfall event.

Climate change should be considered in attenuation storage calculations by increasing the rainfall depth using a climate change factor. Current Environment Agency guidance should be referenced to apply the appropriate climate change factors relevant to the location and design life of the proposed development.

Approach 2: Restricting the peak flow rate

The critical duration rainfall event must be used to calculate the required storage volume for the 1 in 100+ climate year rainfall event. The flow rate discharged:

For the 1 in 1 year event, must not be greater than either:

- The greenfield runoff rate from the site for the 1 in 1 year event, or
- 2-5 l/s per hectare. This should be agreed with the Lead Local Flood Authority within the planning process;

And for the 1 in 100+ climate year event, must not be greater than either:

- The greenfield mean annual flood for the site, or
- 2 litres per second per hectare (l/s/ha).

7.16 Previously developed land

223 Where the site is on previously developed land and neither Approach 1 or 2 is reasonably practicable then:

- a. An approach as close to Approach 1 as is reasonably practicable must be used (the Councils are seeking runoff from brownfield sites to mimic greenfield run-off rates wherever possible);
- b. The flow rate discharged from the site must be reduced from that of the actual modelled pre-development rate, in accordance with the criteria set out in Section 2A-2C:
 - The 1 in 1 year event; and
 - The 1 in 100+ climate year event.
 - The volume of run-off may only exceed that prior to the proposed development where the peak flow rate is restricted to 2 l/s/ha.

7.17 Exceedance

224 The design of the drainage system must consider the impact of rainfall falling on any part of the site and also any estimated surface run-off flowing onto the site from adjacent areas.

225 Drainage systems must be designed so that, unless an area is designated for flood management in the Local Flood Risk Management Strategy, flooding from the drainage system does not occur:

- a. on any part of the site for a 1 in 30 year rainfall event; and
- b. during a 1 in 100+ climate year rainfall event in any part of:
 - a building (including a basement); or
 - utility plant susceptible to water (e.g. pumping station or electricity substation); or
 - on neighbouring sites during a 1 in 100+ climate year rainfall event.

226 Flows that exceed the design criteria (i.e. 1 in 100+ climate year rainfall event) must be managed in flood conveyance routes, preferably in green networks, that minimise the risks to people and property both on and off the site. Evidence of those conveyance routes must be submitted to the LLFA.

7.18 Water quality

227 The treatment train process described in Section 4 of this document should be used to assess storm water quality requirements.

WAYMARKER	
Run-off Hazard Levels	
Hazard	Level of hazard
Low	Roof drainage
Medium	Residential, amenity, commercial, industrial uses. Includes car parking and roads
High	Areas used for handling and storage of chemicals and fuels, handling and storage of waste. Includes scrap yards as well as lorry, bus or coach parking or turning areas

WAYMARKER				
Treatment stages for discharge to groundwater				
Groundwater Discharge Location		Minimum number of treatment stages		
Runoff Hazard Level		Low	Medium	High
G1	Source Protection Zone, within 50m of a well, spring or borehole that supplies potable water	1	3	Consult the Environment Agency
G2	Into or immediately adjacent to a sensistive receptor that could be influenced by infiltrated water. Includes designated nature conservation, heritage and landscape sites - including Biodiversity Action Plan (BAP) habitats and protected species.	1	3	
G3	Source Protection Zone II or III or Principal Aquifer	1	3	
G4	Secondary Aquifer	1	2	

Surface run-off from roof drainage must be isolated from other sources where it is discharged to G1 and G2.

Infiltration may only be used to discharge to G1 and G2 where a risk assessment has been undertaken and the SuDS design effectively addresses these risks.



Research undertaken by Portsmouth University, showing water quality improvement by vegetated SuDS components

Image:Wildflower Turf Ltd (TBC)

WAYMARKER		
Treatment stages for surface water bodies		
Hazard	Normal surface water	Sensitive surface water
Low	0	1
Medium	2	3
High	Consult the Environment Agency	

Where discharged to a sensitive surface water body (defined as any catchment smaller than 50km; any catchment with less than 20% urbanisation; any catchment with an environmental designation or national or international recognition, or any catchment where good ecological status is at risk), one extra treatment stage must be added.

7.19 Record Information for the completed Works

- 228 Upon completion, the following items should be supplied to Council.
- a. Two sets of as-built record drawings in electronic format and compatible with AutoCAD Release 14 in *.DWG or *.DXF format;
 - b. Where appropriate, closed circuit television (CCTV) survey of underground systems by a qualified contractor in accordance with Clause E7.6 of Sewers for Adoption 7th Edition in CD or DVD format with a hard copy of the written report. CCTV at completion is at the discretion of the Developer. The Developer is responsible for checking that the CCTV survey shows no defects or debris within the infrastructure.
 - c. Health & Safety File prepared in accordance with the Construction (Design & Management) Regulations 2015.

7.20 Planning Submission Assessment

229 Applications for Planning Approval may be made either as a, **Minor Application**, an **Outline Application** (with one or more matters reserved for later determination) **or as a Full Application**. The level of information which would need to be submitted for each type of application or stage within the planning process will vary depending on the size of the development, flood risk, constraints and proposed sustainable drainage system.

230 The developer shall be wholly responsible for the design and construction of SuDS systems. The developer and/or their designer shall certify that their design complies with council guidance and accept liability for compliance through their professional indemnity insurance. These responsibilities/liabilities shall not be discharged to the council following a satisfactory audit of their design.

231 The council will assess SuDS applications to ensure proposed minimum standards of operation are appropriate and, through the use of planning conditions or planning obligations, that there are clear arrangements in place for ongoing maintenance of SuDS over the lifetime of the development.

232 Sustainable drainage systems may not be practicable for some forms of development (for example mineral extraction). The decision as to whether a sustainable system would be inappropriate in relation to a particular development proposal is a matter of judgement for the Local Planning Authority. The judgement of what is reasonably practicable will be by reference to the SuDS technical standards published by the Department for Environment Food and Rural Affairs and take into account design and construction costs.

233 It should be noted that the council has no duty to adopt SuDS (**and is not currently adopting new SuDS**) and provision for the disposal and maintenance of run-off remains the responsibility of the Developer.

234 A satisfactory audit by the council does not authorise any activities by the developer which may be in contravention of any enactment or any order, regulation or other instrument made, granted, or issued under any enactment, or in contravention of any rule, byelaw or in breach of any agreement or legal rights.

This table summarises the various processes, including adoption running in parallel from inception to implementation:

Planning Stage		Development process required information (from the SuDS Guide)	Drainage design process (from the SuDS Guide)	Adoption process
Pre-application discussions and submission of FULL application	Pre-application discussions and submissions of outline application	Submission of FRA and drainage strategy in line with PPS25. Identification of likely SuDS methods to satisfy planning policy as part of spatial design code	Conceptual drainage design flow routes through the site and storage locations. Outline drainage design and drainage impact assessment. Demonstrate storage areas and volumes, conveyance routes and controls.	Initial consultation on adoption - locations and design requirements
Negotiation of Full submission and Section 106 discussions	Negotiation of Outline submission and Section 106 discussions	Submission of any amendments (if necessary)	Submission of any amendments (if necessary)	Agreement of outline drainage design and agreement to adopt in principle (or option to adopt in principle)
Full approval/ S106 approval	Planning permission granted and Section 106 agreed			
	Detailed design coding	Principles of the detailed design agreed site wide	Principles of the detailed design agreed site wide	Agreement that the detailed design is compliant with adoption guide and S106 agreement
	Reserved matters applications	Detailed plans in line with agreed design code	Final submitted design with location and size, depth, etc. compliant with approved detail above	Submitted design compliant with adoption guide
	Reserved matters approval			
Construction of development	Construction of development	Discharge of any outstanding conditions	Construction of drainage system	Verification of construction to agreed design and specification
Formal adoption of SuDS and monies paid as per the trigger/amount agreed in the S106				

Adapted from the Cambridge SuDS Design and Adoption Guide

7.21 North West SuDS Pro-Forma Template

235 Cheshire East Council recognises the **North West SuDS Pro-forma Template** for use by planners, the LLFA and developers to ensure that the various requirements of adoption and maintenance have been carefully planned before submission. If sufficient provision has not been made, then absence of these details will be flagged and the planning application will be recommended for refusal by the LLFA.

236 The **SuDS Pro-forma** identifies the SuDS-related information which should be provided by the developer in support of a Planning Application. The requirements and level of detail needed are dependent upon the stage of application, as well as the scale of the proposed development.

237 The **SuDS Pro-forma** lists the documents Cheshire East LLFA and LPA require for the following planning application stages:

- **Pre-Application**
- **Minor Developments**
- **Major Developments**
- **Outline Application**
- **Reserved Matters**

238 The developer is required to provide all the information identified in the SuDS Pro-forma including specific links to key plans, calculations and supporting documents where required.

239 The **SuDS Pro-forma also screens** the information required through a series of questions. The SuDS Pro-forma has five sections:

1. **Application Details**
2. **General Details and SuDS Proposals**
3. **Hydraulic Assessment of SuDS Proposals**
4. **SuDS Discharge Proposals and Agreements**
5. **SuDS Maintenance and Management Proposals**

240 The Pro-forma is designed for the applicant to provide a response to each indicated questions appropriate to the stage and type of planning application.

241 The applicant's response should include references to their submitted reports, drawings and calculations where information to support their answer can be found.

Developers are to submit all SuDS information as a package (hard & soft copy).

242 The applicant will be required to confirm that the SuDS documentation submitted complies with Cheshire East Council's SuDS guidance documentation, local planning policies and all relevant national legislation, policies and guidance.

WAY MARKER

North West SuDS Pro-forma Template

The **SuDS Pro-forma** is in the form of a PDF located on The Flood Hub website, as linked below:

<https://thefloodhub.co.uk/planning-development/#section-5>

WAY MARKER

Water and sewerage companies adoption information:

Rules on surface water sewers that will apply from 1 April 2020 to all water and sewerage companies in England will allow English water and sewerage companies to adopt a wider range of sewer types than they have done to date, including some SuDS. Further information is available from Water UK:

<https://www.water.org.uk/sewerage-sector-guidance-approved-documents/>

7.22 Adoption of SUDs

243 Adoption of SuDS should be in effect once planning approval has been granted and includes the physical construction and subsequent maintenance of the SuDS.

244 To ensure that the proposed SuDS will be constructed and maintained to agreed standards and its long term benefits will endure, an adoption agreement is a key stage of SuDS development and should be considered before submission of a Planning Approval Application. It is also important that Commuted Sums are also considered for adoptions and their associated maintenance responsibilities.

245 National guidance allows the developer to arrange for the adoption and maintenance to be undertaken by any one of four bodies:

- **Service management companies**
- **Water and sewerage companies** (United Utilities or Welsh Water)
- **Individuals** (site owners or legal occupiers)
- **LLFA or LPA**

246 Please note that Cheshire East Council is not currently adopting SuDS on private land. Cheshire East Council (Highways) will usually adopt public highway drainage so where SuDS features exclusively drain public highway, Cheshire East Council (Highways) would consider adopting them as part of the publicly maintainable highway, but this would be agreed on a case-by-case basis.

247 Developers considering proposals that would require Cheshire East Council (Highways) to adopt a SuDS feature should discuss their proposals with the Council's Highway Adoptions team as soon as practicable. Components that are for prevention or source control should be located within the highway boundary if adopted by CEC Highways, or legal arrangements for access to maintain would need to be arranged. Where CEC Highways agree to adopt any SUDS features, the payment of a commuted sum to cover the associated management and maintenance costs would usually be required. CEC Highways calculates commuted sums using guidance issued by the Association of Directors of Environment, Economy, Planning, and Transport (ADEPT). It is recommended that all planning applications be accompanied by a site-specific highway drainage strategy that demonstrates compliance with this document and other supporting information referenced therein.

248 If developers intend to offer their proposed surface water drainage network for adoption by United Utilities (UU) they should engage in early discussions with UU to ensure their SuDS design meets UU's adoptability standards. UU can set a maximum limit on surface water discharge rates for new development entering the public sewer system, in relation to the sewer's capacity. However, CEC LLFA are solely responsible for setting surface water discharge rates for new development within Cheshire East.

249 Evidence of an agreement in principle with the body who will adopt the SuDS, connecting sewer networks and storm drainage is likely to be required with Planning Application submissions, together with a maintenance plan including programme and methodologies for maintenance activities. Further details of SuDS maintenance and management requirements can be found in **Section 6** of this guidance document.

7.23 Planning Approval

250 The approval of SuDS within an application will be determined by the council’s planning department, who will base their decision on the recommendations made by the LLFA and the other consultees. This may take the form of approval with planning conditions.

251 The planning department will also take into consideration the extent to which the proposal has complied with national standards (general compliance will have been ensured at the validation stage of the process through ensuring appropriate completion of the **SuDS Pro-forma**), the understanding of local requirements and the Local Plan. Larger developments and potentially those which have been met with objections will be determined by planning committees within the Council.

252 Please note developers should be aware that Schedule 3 within the Flood and Water Management Act 2010 is expected to be implemented in 2024. When these changes are implemented, it is anticipated that Cheshire East Council will be required to act as a SuDS Approval Board (SAB).

7.24 Other Consents

253 In addition to planning approval, developers may also need to obtain further consents to discharge. The LLFA will normally require evidence of compliance from the responsible authority, as outlined in the table below.

WAY MARKER

Useful Links to United Utilities pages

Sustainable Drainage Systems:
<https://www.unitedutilities.com/builders-developers/wastewater-services/sustainable-drainage-systems/>
Pre-development Guidance:
<https://www.unitedutilities.com/pre-development>

WAY MARKER

Useful Links for LDC and EA Permits

Application for Land Drainage Consent:
<https://www.cheshireeast.gov.uk/planning/flooding/floods-and-flood-risk/land-drainage-consent.aspx>
Environment Agency Flood Risk Activities Permit:
<https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>

Consent	Responsible Authority
Land Drainage Consent (Ordinary Watercourse) (Land Drainage Act, 1991, Section 23)	LLFA
Flood Risk Activity Permits (Main River) (The Environmental Permitting (England and Wales) Regulations 2010)	Environment Agency
Environmental Permits for Waste or Emissions	Environment Agency
Adoption of a sewer (Water Industry Act, 1991, Section 104)	Water and Sewerage Companies (United Utilities or Dwr Cymru Welsh Water)
Connection to a sewer (Water Industry Act, 1991, Section 106)	Water and Sewerage Companies (United Utilities or Dwr Cymru Welsh Water)
Building over or close to a sewer (within 3m) (Building Regulations, 2015, Document H)	Water and Sewerage Companies (United Utilities or Dwr Cymru Welsh Water)
Connection to an existing highway drain or adoption of highways drainage (Highways Act, 1980, Section 38)	Highway Authority
Highways Technical Approval Category D	Highway Authority
Third party landowner permissions	Third party landowner
Local Authority Land Drainage Byelaws	Lead Local Flood Authority

APPENDIX A

Case Studies

West Gorton Community Park

West Gorton, Manchester



Project Lead

GrowGreen - Michelle Oddy

Contractors

BDP - Landscape design
ARUP - Drainage design
IDVerde - Landscape contractor

Partners

Manchester City Council
Guinness Housing Trust
University of Manchester
Manchester Climate Change Agency

Funders

European Commission Horizon 2020 programme
MCC Strategic regeneration

The new community park in West Gorton, partnered with Guinness Partnership, is the final piece in a £100m regeneration scheme of 500 new homes, community facilities, and school improvements. This new park provides a valuable greenspace for local residents.

Unlike a typical park, the green space in West Gorton has been specifically designed using green infrastructure and natural engineering solutions to manage the flow of rainwater into sustainable drainage systems (SuDS) to help prevent flooding and overloading of the active drainage network.

The scheme has been designed to attenuate over 200m³ of stormwater, which would otherwise have gone straight to the existing drainage system. The project was funded through the European Commission Horizon 2020 Research Programme, Grow Green.

The scheme provides a more resilient, healthy, and beautiful engaging park through its innovation by working more in harmony with natural systems, ecology, and biodiversity to tackle climate change. The design was developed with the existing and emerging community in West Gorton, entailing an extensive programme of community engagement, managed by Greater Manchester Groundwork.

Benefits

- Innovative multi-component SuDS train cleansing water and managing flood risk
- Bringing the residents of West Gorton closer to nature and improving physical and mental health
- Education on climate management and ecology
- Centrepiece for the physical and community regeneration of the neighbourhood, strengthening cohesion and resilience
- Research that can be fed into other such projects and private developments

Expenditure	
Design Costs	Budget of ~£130,000
Capital Costs	Budget of ~£1,200,000
Annual Maintenance Costs	
Lifetime Cost	TBC
Maintenance to be handed over to Manchester City Council	

Features
<ul style="list-style-type: none">• Permeable paving• Rain gardens• Rills• Swales

Key Benefits				
Biodiversity	Infiltration	Water Storage	Visual Amenity	Play

Raingardens



Permeable Paving



Swales



Attenuation Pond

Langley Playing Fields



Contractors

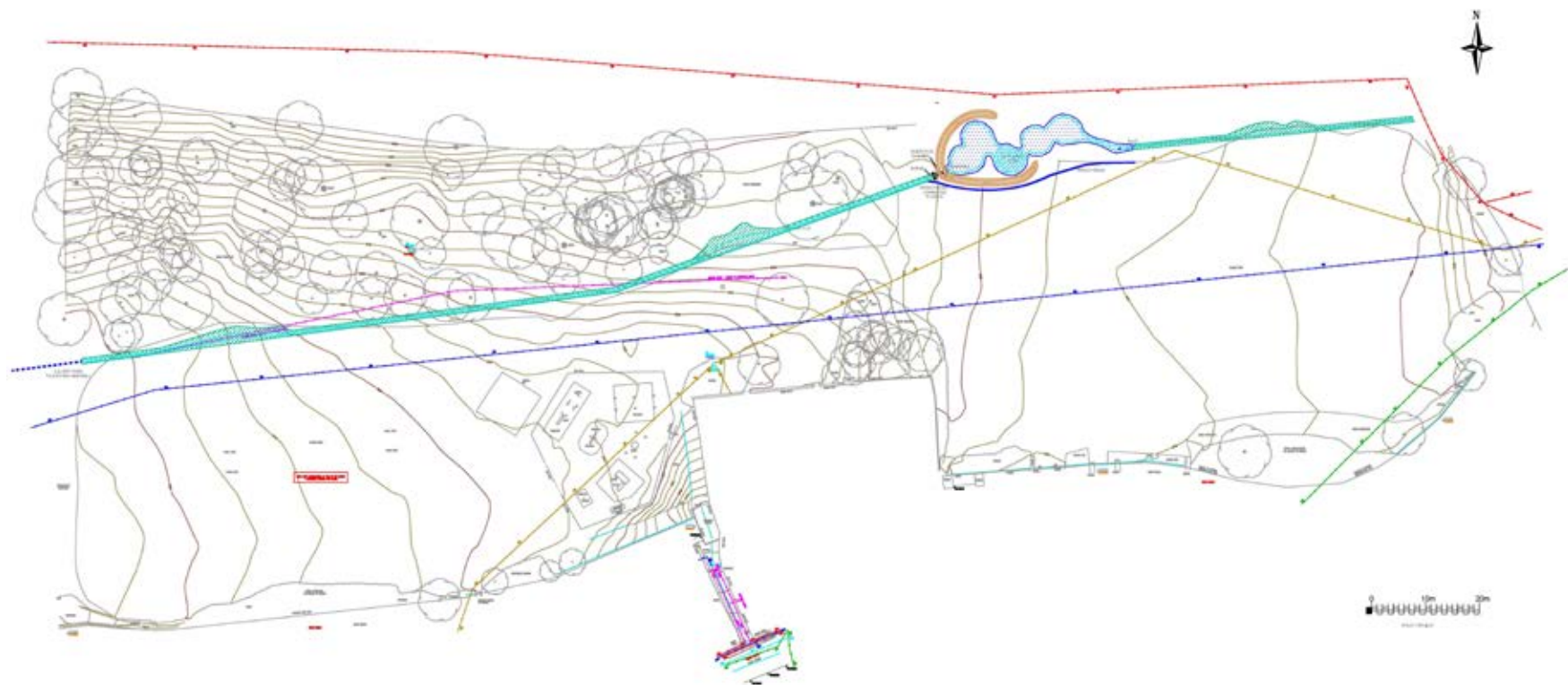
Ansa Project Management and Construction Team

Partners

Ansa Parks Development
Langley Playing Fields committee

Funders

Section 106 commuted sums from development in Langley



Ansa's Park Development Team worked in partnership with Sutton Parish Plan Committee and local residents to form the Langley Playing Fields Committee. The committee worked with a local Landscape Architect to create a masterplan for the whole park, of which drainage/SuDS was a part. The masterplan was developed using the consultation results of the Sutton Parish Neighbourhood Plan. The final draft was displayed at the village hall for public feedback and taken to Langley Fete where residents had the opportunity to feed back to the Langley Playing Fields Committee and the Landscape Architect. Parish Councillors Tim Whiskard and the late Brian Thompson kept the Parish Council, including Councillor Gaddam, informed of progress. The masterplan was then presented to Sutton Parish Council.

This is a very simple sustainable drainage system; an attenuation pond with a large holding capacity. When it reaches capacity it overflows into the ditch. By the time it has made its way along the ditch there is very little water exiting the site. The distance the water has to cover slows it down and allows much of it to drain naturally into the ground before it reaches the outfall. Due to the effectiveness of the ditch, there is no flow restrictor to maintain.

Expenditure	
Design Costs	£6,226
Topographical survey, drainage appraisal, ecology and arboricultural survey, masterplan, RoSPA water safety review	
Capital Costs	£23,153
Construction of pond, ditch, and walkways into the wooded area	
Annual Scheduled Costs	£848.04
10 Year Scheduled & Non-scheduled Cost	£20,956.95
Ditch clearance every 3-5 years or as required Pond clearance every 5-10 years or as required Repairs to pipework etc. in culverted routes, 10+ years or as required	

Key findings
<ul style="list-style-type: none">• The site is much drier during typical weather conditions compared to its previous condition• Feature adds to the quality and experience of the site, strengthening the sense of place• The plans didn't take the surrounding vegetation and trees into account, therefore the pond had to be redesigned to accommodate the volume of water• Involving/informing the local stakeholders is key as is education on changing approaches to surface water and drainage• Always use drainage experts or water engineers• Identifying what's essential, realistic and reasonable is key

Living Wall

Alderley Park



Contractors
Ric Burgess, Bruntwood SciTech

Sub-contractors
ANS

Funders
Bruntwood SciTech
LEP funding

Alderley Park, including the recently created life sciences campus, has been developed at the former site of AstraZeneca - the multinational biopharmaceutical company. It is the largest single site life science campus in the country and is already at the cutting edge of medical and other life science research and development. A range of other tech and creative businesses have been attracted to and operate from the site, due to the approach to design and the innovative concept and management of the campus. Alderley park provides live and work opportunities with a range of new housing and facilities across the park.

Innovation, quality, cutting edge design, and sustainability underpin the Alderley Park concept and this has been translated within the new 8-storey, 2227 space car park - employing living walling as part of the design at the ground, first, and second floor levels. This provides an animated, cooling, and welcoming route for pedestrians on approach to the Atrium: the main meeting and collaboration space on the campus. It also helps to integrate the car park into the wider woodland setting.

Expenditure	
Design Costs	Included in Capital Costs
Capital Costs	£139,032.24
Specialist Design, Construction, First year of maintenance	
Annual Maintenance Costs	£15,000
Lifetime Cost	
Maintenance carried out every 6 months	



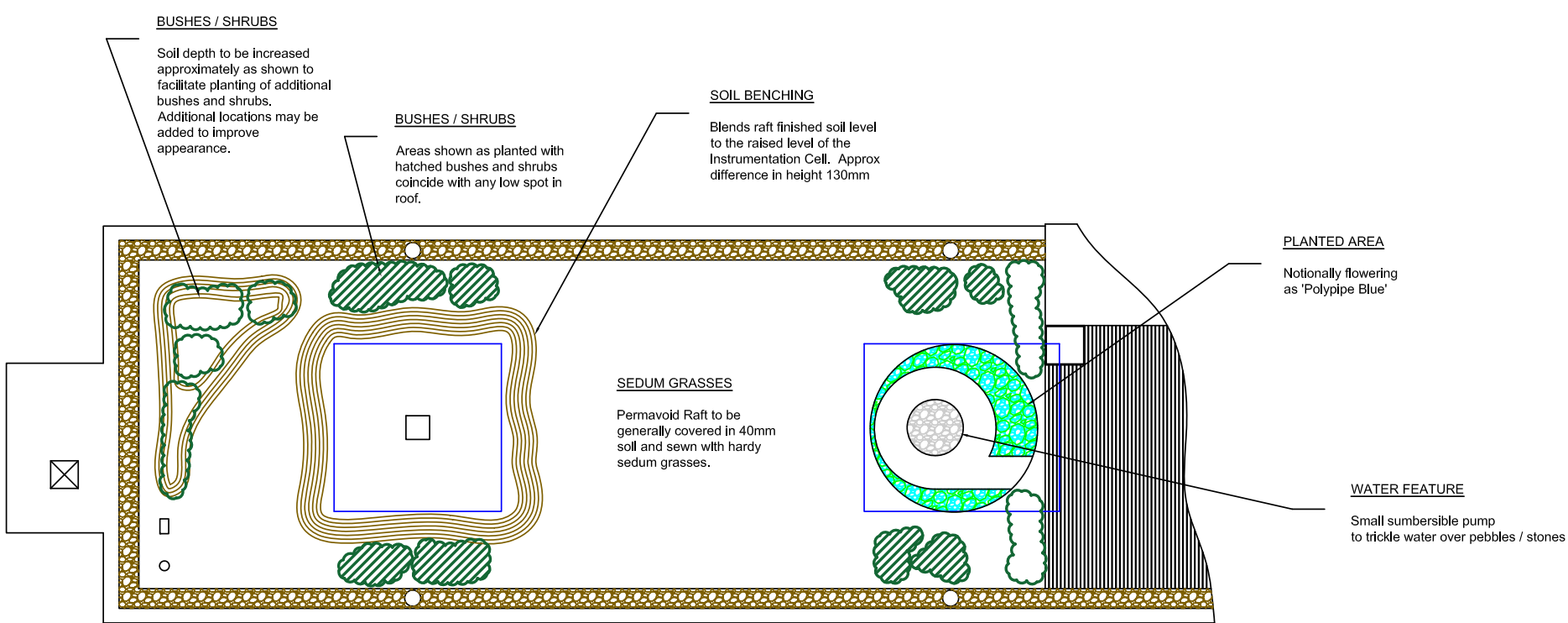
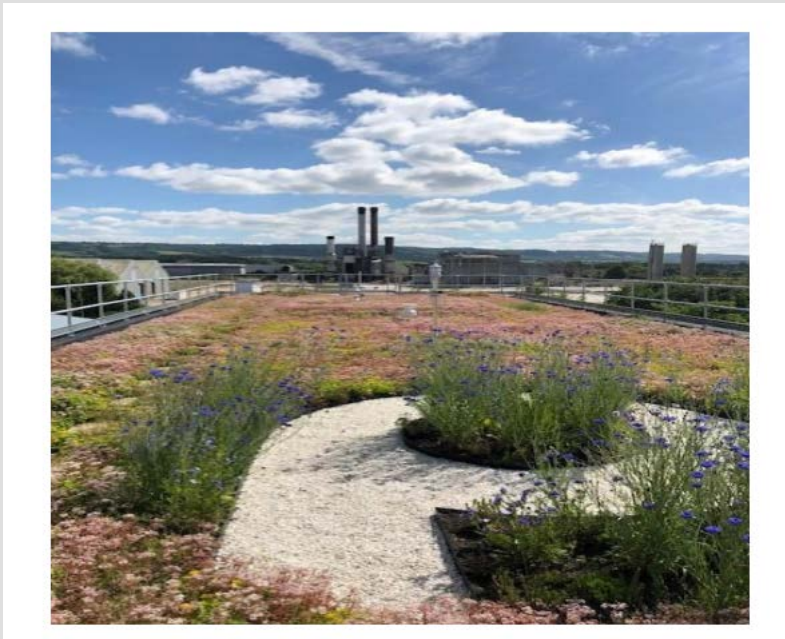
Benefits

- Emphasises and provides an attractive green backdrop to the pedestrian route to the Atrium
- Contribution towards the SuDS for the car park building
- Test bed for future use of living surfaces at Alderley Park (and also more widely)
- Adds to the quality of design, innovation, and identity for the campus
- Helps to integrate the building into the wider wooded setting/parkland

Key findings
<ul style="list-style-type: none">• It is apparent that some species of shallow rooting plants are susceptible to being damaged/unrooted during storms.• Heuchera has been particularly prone to this.• Birds have also been seen to uproot plants• Over the winter 2021/22, there has been a loss of approximately 5-10% of the plants across the living wall• The repair and replacement is covered as part of the MGD period, and ANS are working to ensure that replacement plants are less susceptible to damage

Blue-Green Roof

Aylesford, Kent



The Blue-Green roof of Polypipe's offices in Aylesford, Kent, was designed following the need for roofing renovations.

Building on research conducted in Amsterdam, Project Smart Roof 2.1 aimed to bring together the best of nature, technology, and engineered water management products into one streamlined system.

The structure of the roof is formed by a grid of capillary cones, which can store water and allow for capillary irrigation when sensors detect water levels are low. If the water storage reaches capacity, excess water overflows to the drain.

The finished green roof incorporates remote monitoring, water storage, and remote valve control to provide the optimum soil moisture conditions for the green roof to thrive.

Benefits

- Improved energy efficiency
- Biodiversity net gain
- Health and wellbeing benefits for staff
- Reduction in precipitation discharged to sewer
- Can adapt to effects of unpredictable weather patterns

Contractors
Polypipe

Partners
Polypipe

Funders
Polypipe Terrain

Expenditure	
Capital Costs	TBC
Annual Maintenance Costs	TBC
Rake sedum twice a year Document and clean flow meters every year or as required Clean and inspect valves and pumps every year or as required Remote monitoring live data and analysing historic data monthly or as required	

Key findings
Storage of precipitation and capillary irrigation of roof vegetation was effective for increasing total annual evaporation
On a conventional green roof, increasing the water stored in the drainage layer from 0 to 80mm can reduce total growing season water shortages from 28 to 4%
Relatively simple to install and maintain

Greener Grangetown

Cardiff



Greener Grangetown is a retrofit SuDS scheme in Cardiff, Wales. The project covers 12 streets and 550 properties, containing a mixture of tree pits, rain gardens, and permeable paving to create high quality community space which helps to mitigate the impacts of high levels of rainfall and poor infiltration.

Benefits

- 42,480m² of surface water being removed from the combined waste water network annually (the equivalent of 10 football pitches)
- 108 rain gardens created
- Increased biodiversity - 135 new trees and thousands of shrubs and grasses planted
- The creation of Wales’ first ‘bicycle street’ along one of the busiest sections of the Taff Trail Active Travel route, slowing traffic by design and improving conditions for pedestrians and cyclists.
- An additional 1,600m² of green space (the equivalent of 4 basketball courts)
- Creation of a community orchard
- 26 new cycle stands
- 12 new litter bins
- 9 new seats and benches
- Increased resident-only parking spaces

Contractors

ERH Communications & Civil Engineering
ARUP
Gerald Davies Landscape & Maintenance Services
GreenBlue Urban

Partners

City of Cardiff Council

Funders

Cardiff City Council
Dŵr Cymru Welsh Water
Natural Resources Wales
Landfill Communities Fund

Expenditure	
Design Costs	Included in Capital Costs
Capital Costs	~£2,500,000
Annual Maintenance Costs	TBC
Lifetime Cost	TBC
18 month landscaping contractors maintenance period after completion	

Key findings
<ul style="list-style-type: none">• SuDS can be delivered in challenging environments - Grangetown is heavily constrained by utilities, topography, ground conditions and existing infrastructure

Grey to Green (Phase 1)

Sheffield

Grey to Green is a project which seeks to retrofit landscaping and SuDS into inner-city Sheffield, in combination with a reduction in carriageway space, to create a distinctive townscape within which people live and work.

The site was previously dominated by a dual carriageway however, following the completion of a relief road in 2008 - a large volume of traffic was diverted resulting in redundant highways.

Phase 1 of this project consists of 0.7km of landsacping, to form part of a 1.3km green corridor. The use of SuDS was seen as an opportunity to celebrate the functionality whilst using it to define the character and identity of the area through mixed planting.

Benefits

- On-balance reduction in maintenance costs due to removal of bituminous surfacing, gulleys, and traffic management equipment

Contractors

North Midland Construction - Main contractor
Ashlea - Softworks contractor
Green Estates - Softworks maintenance

Designers

Sheffield City Council
AMEY - Highway Design
Robert Bray Associates - SuDS advice and flow modelling
Nigel Dunnett, University of Sheffield - Planting advice

Funders

Sheffield City Region Investment Fund
European Union ERDF programme
Sheffield City Council

Expenditure	
Design Costs	Included in Capital Costs
Capital Costs	~£3,600,000
Annual Maintenance Costs	TBC
Lifetime Cost	TBC
3 years of establishment maintenance through a specialist local contractor Planting cut once a year	

Key findings
<ul style="list-style-type: none">Close working with Highways allowed design fears to be addressed, such as achieving the flush kerb edge to the highwayDesign teams need to remain flexible to incorporate constraints, such as services which can't be immediately locatedA willingness to explore an innovative approach to the public realm and highway was facilitated by an in-house team of designers with a stake in the success of the city

Jehovah's Witnesses HQ

Chelmsford



Contractors
Jehovah's Witnesses

Designers
Landscape architect - Murdoch Wickham
Architect, Civil Engineer, SuDS Design - Jehovah's Witnesses Staff Design Team

Funders
Jehovah's Witnesses

Remediation started: July 2016
Project completed: December 2019

The Jehovah's Witnesses Britain Headquarters was constructed as part of the redevelopment of a 33-hectare brownfield site. The site consists of buildings for accommodation, offices, production, and support services - incorporating existing ponds and ditches into the sustainable drainage system.

The sustainable drainage system seeks to manage run-off as early in the system as possible, with a comprehensive SuDS treatment train for all surface types. The key objectives of this system is to reduce off-site discharge to greenfield rates, blend the SuDS into the natural landscape design, and retain the existing site ditch catchments.

Close collaboration with the landscape architect was vital for the success of the scheme, allowing for the redesign of inorganic engineering features to provide a more natural system which is integrated into the landscape.

Benefits

- Flood risk reduced downstream
- Remediation of contaminated site and existing ditch watercourses
- Three-stage management train for storm water treatment
- Significant biodiversity and amenity improvements

Expenditure	
Site Works	£19,000,000
SuDS Systems	£1,300,000
Annual Maintenance Costs	TBC
Lifetime Cost	TBC
Dedicated on-site maintenance team following maintenance schedule which is updated based on site monitoring	



SuDS Features

- Green Roofs
- Raingardens
- Rainwater harvesting
- Permeable paving
- Swales
- Pocket wetlands
- Bioretention bed
- Attenuation ponds

Key findings
<ul style="list-style-type: none"> • Reversed splay kerb was used to facilitate sheet run-off, however this resulted in limited growth of adjacent grass - this could have been avoided • Some of the soil levels are too high alongside footpaths, this has led to sediment accumulation after rainfall events • Setting some of the buildings low to bed them into the landscape has had drainage implications, requiring piped dtainage and careful exceedance pathway design which could have been avoided

Permeable Paving



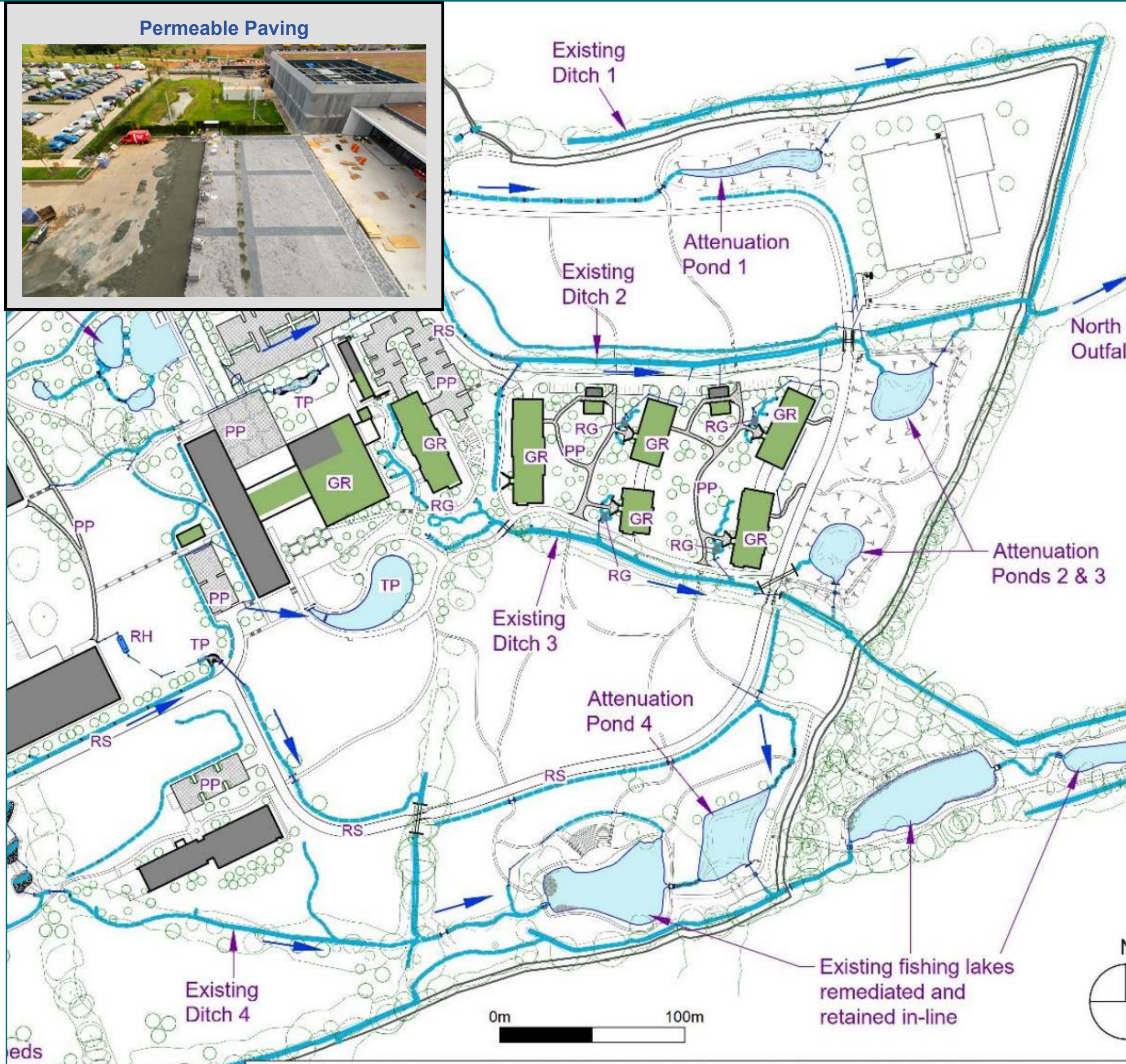
Green Roofs



Attenuation Pond



Raingardens



Tree Trenches

The Strand, Liverpool



Project Lead

Liverpool City Council, URBAN GreenUP

Contractors

John Graham Construction Ltd. - Construction
Deep Root Urban Solutions Ltd. - Tree systems

Designers

BCA Landscape
Amey
Liverpool City Council



Urban GreenUP received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No.730426

Project started: October 2019
Project completed: January 2020

Urban GreenUP strives to adapt to the effects of climate change and improve air and water quality using nature-based solutions. The Strand SuDS-enabled street-tree project in Liverpool began in autumn 2019, installing the first 14 trees in a new median, designed to improve the safety of the highway, improve the streetscene, reduce pollution and manage water run-off more sustainably. After four fatal collisions on The Strand between cyclists and cars, the median is more spacious which makes cycling safer and incentivises walking.

The highway drainage runs into the tree system, with water flowing directly into the central reservation trees from, aptly-named, Water Street. Any excess surface water on the carriageway is diverted into the tree pit and tree watering system. This reduces the need for excess water to go into the drainage system and helps to reduce the flooding pressure on the grids and gullies during periods of heavy rainfall.

Silva Cells ensure adequate soil volume for these 14 trees (336m³ of soil volume). The soil within the Silva cells has the ability to filter out pollutants from the carriageway surface water and the water helps to support and irrigate the central row of Dawn Redwood trees (Metasequoia species). The redesign of the highway ensures traffic flow is more fluid, meaning that air pollution is reduced as traffic is not stop-starting as frequently.

The amount of standing water in the system is usually a great deal less than people anticipate - after only a short spell of dry weather, the next downpour's runoff is greatly delayed and reduced as it re-hydrates the soil and trees.



Image during construction phase

Benefits

- Reduction in water and air pollution
- Improved traffic flows
- Improved local air quality
- Cooling effect (reduction in urban heat island effect)
- Improved visual amenity
- Increased biodiversity

Expenditure

Project costs not transferable due to the amount of research and technological equipment, therefore costs are based on reported costs for retrofitted SuDS-enabled street trees in 2019-2020

Capital cost **£5,850 - £9,061 per tree**

Annual Maintenance Costs* **~£120 per tree**

*Based on maintenance for the first three years during establishment

Key findings

- Monitoring and scheme results will soon be available for:
1. Water flow and quality through a SuDS enabled tree planted area
 2. Planting data, permeable paved areas and catchment areas
 3. Water-flow graphs showing the effectiveness of the trees over a short time frame

Urban Canals

Riverside Court, Stamford



Contractors
Wilson Connelly

Designers
Landscape architects - Robert Bray Associates
Drainage designers - Robert Bray Associates
Architects - JWA Architects

Developer
?

Riverside Court is a high density, town centre housing scheme on the site of a former electricity sub-station adjacent to the River Welland.

The scheme comprises two loosely defined parking courts off a shared pedestrian and vehicular access street. It achieves a density of 104 dph, delivering 72 units.

Designed to be maintained by a management company, and helped by the inclusion of an innovative SuDS management train, it also provides a landscape/public realm focus for the development.

Features

- Permeable paving
- Planted stepped canal and rills with bridge crossings
- Slot weir and stepped rill to river edge

Expenditure	
Design Costs	Unavailable
Capital Costs	Unavailable
Annual Maintenance Costs	TBC
Lifetime Cost	TBC
Maintained by private management company	



Plan of development

Benefits

- Reduction in water pollution
- Reduction in flood risk
- Delivery of attractive, high density urban development
- Exceedance route through the housing development
- Increase in amenity space

Key findings
<ul style="list-style-type: none">• Flexibility and well-designed SuDS components contribute to urban design and landscape quality with negligible land take• Planting selection, implementation and management is important to the long-term success of the scheme• Permeable surfaces are suited to higher density schemes and can be rehabilitated following silting• Requires developers, contractors, and designers with experience of specialist SuDS implementation

APPENDIX B

Additional Relevant Policies

National

The National Planning Policy Framework (NPPF)

The framework presumes in favour of sustainable development, i.e. development that meets interdependent social, environmental and economic objectives, as set out in its various chapters.

Chapter 8 Promoting Healthy and Safe Communities – requires that planning processes seek to promote healthy, inclusive and safe places through a positive approach to design, including by creating the opportunity for social interaction via mixed uses and high quality public realm, making places safe and accessible for all, and supporting healthy lifestyles, including through provision of a high quality network of accessible spaces and access to sport and recreation.

Chapter 14 Conserving and enhancing the natural environment – promotes a positive approach to the management of the natural environment including valued landscapes, biodiversity, geodiversity, soils and the best quality and most versatile land, whilst recognising the intrinsic value of the countryside. It requires minimising ecological impact and promotes biodiversity net gain and ecological networks resilient to future change. A tiered approach to protection is provided, with a general presumption against ecological harm. In regard to Development Management, it sets out a process to protect important natural assets from development, including international, national and locally protected assets including ancient woodland and veteran trees. It also promotes supporting development aimed principally at conserving the natural environment or that would positively secure measurable biodiversity net gain.

The National Planning Practice Guidance (NPPG) provides guidance for implementing the NPPF (but not set out here).

Local

Cheshire East (including that part of the Peak District National Park within its area)

Cheshire East Local Plan Strategy (CELPS)

Principal Policy

SE 1 Design – aims to ensure new development is well designed and makes a positive contribution to its surroundings by achieving sense of place, achieving sustainable design solutions, ensuring design quality is managed throughout the development process and, to achieve a high quality of life, in our living, leisure and working environments.

SE 3 Biodiversity and Geodiversity – seeks to protect nationally and locally important designated sites from inappropriate development, whilst securing appropriate mitigation in regard to non-designated assets or sites. In respect to all forms of development, the objective should be to positively contribute to the conservation and enhancement of biodiversity and geodiversity

SE 4 Landscape – requires that all development should seek to conserve the landscape character and quality of the Borough, comprising both built and natural features, that contribute to its local distinctiveness. This is to achieved by incorporating appropriate landscaping, preserving and promoting local distinctiveness, avoiding the loss of habitats of landscape importance and protecting historical and ecological character.

SE 5 Trees, hedgerows and woodlands – stipulates that proposals that would threaten the heath of trees (including veteran trees), woodland or hedgerow, that provide a significant contribution to amenity, biodiversity and landscape and historic character should not be allowed unless there is a clear overriding justification. Where such development is allowed, there should be net environmental gain through mitigation, compensation or offsetting and the new development should provide for the sustainable management of woodland, tree and hedgerows as well as ensuring planting of large trees within structured landscape schemes to maintain canopy cover.

SE 6 Green Infrastructure – sets out the Councils ambitions to deliver high quality, accessible and connected GI across the Borough, providing for healthy recreation and biodiversity, and building on the varied characteristics of the GI across the Borough by protecting and enhance existing GI and ensuring that new development includes high quality new green spaces that integrate with the wider GI framework.

SE 13 Flood risk and water management – requires a sequential approach to site selection to ensure development in areas of lower flood risk, whilst ensuring that all schemes have appropriate flood risk assessment, also accounting for climate change. It also requires that all developments seek improvement to the surface water drainage network, including appropriate forms of SuDS that seek to reduce the run off rate.

SC 3 Health and wellbeing – promotes health and wellbeing through the planning process including by ensuring that new developments provide opportunities for healthy living and to improve health by creating well connected, walkable and cyclable neighbourhoods, cohesive and inclusive communities, enabling social interaction and access to quality open space, green infrastructure and sport and recreation.

Cheshire East Site Allocations and Development Management Policies (SADPD)

GEN 1 Design Principles – this reinforces policy SE1 of the CELPS to achieve well designed new development through place identity, creating sustainable and responsive developments that can adapt to climate change and other changing circumstances, that create active lifestyles and promote health and wellbeing, and which integrate positively with the natural and built environment.

ENV 1 Ecological Network and ENV 2 Ecological implementation – these elaborate on policy SE3 of the CELPS in terms of setting out the approach that new development should deliver proportionate opportunities to protect, conserve, restore and enhance the ecological network including setting out the approach to ecological net gain and the need for developments to be ecologically positive, both where ecological assets are impacted and to generally improve biodiversity within new development.

ENV 3 Landscape Character, ENV 4 River Corridors and ENV 5 Landscaping – collectively these policies seek to reinforce the landscape character of the Borough by ensuring that the landscape approach within new development seeks to protect and enhance landscape character and green and blue infrastructure, the incorporation of place relevant planting, an appropriate balance between space and built form, and by providing for climate change mitigation and adaptation (including SuDS) within new development

ENV 6 Trees, hedgerows and woodland implementation – requires the retention of existing landscape features and the need to compensate for any loss. Trees, woodland and hedgerow should be sustainably integrated and new planting should be integrated into proposals as part of a comprehensive landscape scheme.

ENV 7 Climate Change – sets out a number of requirements for new development, both in the design of buildings and spaces in accommodating climate change adaptation and resilience, including within retrofit situations.

ENV 16 Surface water management and flood risk – The principal detailed Development Management policy in relation to sustainable water management and overlays policy SE13 of the CELPS requiring sustainable urban drainage systems (SuDS). With a preference to incorporate surface level SuDS with multi-functional benefits for the management of surface water.

Cheshire East Design Guide SPD volumes 1 and 2 (the Design Guide)

The Design Guide includes a number of chapters that are important in considering the design of SuDS.

Volume 1 sets out in detail the local context and what makes Cheshire East distinctive, and the required approach to improving design quality, including processes such as Design Coding. Volume 2 sets out the specific considerations for designing new development and delivering place quality, sustainable design and improved health and wellbeing through high quality design. The relevant chapters are:

Chapter 1 working with the grain of the place – which aims that designers and developers establish a broad understanding of the site, its context and the opportunities to create a place specific and sustainable development based on a strong vision for the scheme.

Chapter 2 urban design – builds on chapter 1, setting out the means to create a strong structure for new development, identifying the important layers (including green and blue infrastructure at the top of the hierarchy) necessary to create a well-conceived and integrated development that responds positively to the place to ensure a sustainable, functional and attractive development.

Chapter 4 Green Infrastructure and Landscape Design - provides detailed guidance relating to GI and BI, and detailed aspects of landscape design, including the importance of maintaining existing landscape features and the appropriateness of new landscape design. It also provides a concise introduction to sustainable drainage systems and their value in terms of quality of place, providing the design context for this SuDS manual.

Chapter 5 Sustainable Design Principles – identifies spatial, active and passive aspects of sustainable design of buildings and spaces, including the role of trees and landscape in terms of passive design and adaptation, as well as considering how active approaches at source can contribute to water management as part of an integrated approach to SuDS.

Chapter 6 Quality of Life – identifies the importance of good quality and attractive homes and neighbourhoods including access to high quality open and green space and public realm, the promotion of community health and wellbeing and the specific wellbeing benefits of a sense of identity derived from the local character of places (a sense of belonging).

NB there are also a number of ‘saved’ policies from the legacy Local Plans but these are intended to be superseded in the near future by the SADPD. The intention of this SPD is not to provide further guidance on these policies, and so, they are not listed here.

APPENDIX C

Sources for further information

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http://www.susdrain.org/files/resources/SuDS_manual_output/paper_rp992_23_example_suds_maintenance_plan.pdf
CIRIA RP992 The SuDS Manual Update: Paper RP992/23 - Guidance on the Maintenance Plan.
http://www.susdrain.org/files/resources/SuDS_manual_output/paper_rp992_21_maintenance_plan_checklist.pdf

Water quality

Environment Agency (2013) Water Stressed Areas - Final Classification
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/244333/water-stressed-classification-2013.pdf
Environment Agency (2017) The Environment Agency’s approach to groundwater protection.
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/598778/LIT_7660.pdf

Biodiversity and landscape

CIRIA (2011) Delivering biodiversity benefits through green infrastructure (C711)
<http://www.ciria.org/ItemDetail?iProductCode=C711&Category=BOOK>
Forestry Commission (2013) Air temperature regulation by trees and green infrastructure.
[http://www.forestry.gov.uk/PDF/FCRN012.pdf/\\$FILE/FCRN012.pdf](http://www.forestry.gov.uk/PDF/FCRN012.pdf/$FILE/FCRN012.pdf)
Freshwater Habitats Trust (live) Pond Creation Toolkit website
<http://freshwaterhabitats.org.uk/projects/million-ponds/pond-creation-toolkit/>
Amenity and public engagement
CIRIA (2015) Communication and engagement in local flood risk management (C751) and companion guide (C752)
http://www.ciria.org/Resources/Free_publications/c751.aspx
Forestry Commission (undated) The Urban Forest: How trees and woodlands can improve our lives in towns and cities.
[http://www.forestry.gov.uk/pdf/FCURBANFORESTA44PP.PDF/\\$FILE/FCURBANFORESTA44PP.PDF](http://www.forestry.gov.uk/pdf/FCURBANFORESTA44PP.PDF/$FILE/FCURBANFORESTA44PP.PDF)
London Play (2010) Play with rainwater and SuDS
http://www.londonplay.org.uk/resources/0000/1701/Sustainable_drainage_and_play_with_rainwater_low_res.pdf
RSPB/WWT (2012) Sustainable Drainage Systems: Maximising the potential for people and wildlife. A guide for local authorities and developers.
http://www.rspb.org.uk/Images/SuDS_report_final_tcm9-338064.pdf

Retro-fitting SuDS

CIRIA (2012) Retro-fitting to manage surface water (C713)
http://www.ciria.org/Resources/Free_publications/Retro-fitting_manage_surface_water.aspx

Glossary

Attenuation – The process of slowing and temporarily storing run-off to enable a more controlled rate and volume of discharge

Brownfield – Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) and any associated fixed surface infrastructure. Refer to ‘Previously developed land’ in the National Planning Policy Framework for exclusions.

Catchment – The area of land drained by a river and other water bodies along that river’s route

Environmental Permit - A permit which allows certain activities which have the potential to impact the environment and human health, following specific restrictions.

Flood Risk Assessment (FRA) - is an assessment of the risk of flooding from all flooding mechanisms i.e. fluvial, pluvial, tidal, groundwater, sewer systems.

Greenfield – Natural or agricultural land that is vacant of existing buildings or infrastructure

Green Infrastructure – A network of multi-functional green and blue spaces and other natural features, urban and rural, which is capable of delivering a wide range of environmental, economic, health and wellbeing benefits for nature, climate, local and wider communities and prosperity.

Impermeable – Not allowing passage (as of a fluid) through its matter.

Impervious – A material that prevents penetration or passage of another substance

Infiltration - The process by which surface water passes through the soil.

Interception – The disruption of the movement of water by vegetation cover.

Land drainage Consent - Is a requirement of the Land Drainage Act 1991, for any developer who plans to carry out any construction work that might affect the flow of an ordinary watercourse and subsequently increase the flood risk to the surrounding area.

Main River - Usually consists of larger streams and rivers, but some of them are smaller watercourses of local significance. Main Rivers indicate those watercourses for which the Environment Agency is the relevant risk management authority.

Manning’s Equation – Is an empirical equation that relates the velocity (V) of water flowing through a stream to its slope (s), the hydraulic radius of the stream (R), and its approximate bed roughness (n). $V = (R^{2/3}s^{1/2})/n$.

National Planning Policy Framework (NPPF) – A strategic document which aims to address the Government's economic, environmental and social planning policies for England. The policies set out in this framework apply to the formation of local and neighbourhood plans and to decisions on planning applications.

Ordinary Watercourse – Includes every river, stream, ditch, drain, cut, dyke, sluice, sewer (other than public sewer) and passage through which water flows which does not contribute to part of a Main River. The Lead Local Flood Authority, District/Borough Council or Internal Drainage Board is the relevant risk management authority.

Outline Application - An application which allows for a decision on the general principles of how a site can be developed. Outline planning permission is granted by the Local Planning Authority on the basis that additional details of the development are conditioned to ensure they are submitted within a subsequent reserved matters application.

Permeable – A material which is able to be easily passed-through by a liquid

Porous – A material that is able to easily absorb fluids into its pores

Reserved Matters – Regards certain elements of a proposed development which an applicant can choose not to submit details of with an outline planning application, such as access details

Riparian Owner - An owner of land with a watercourse adjoining, above or running through it, who has specific rights and responsibilities, i.e. maintenance of the watercourse to prevent restrictions which have the potential to cause fluvial flooding. <https://www.gov.uk/guidance/owning-a-watercourse>

Strategic Flood Risk Assessment (SFRA) – Is a requirement of the local planning process, as set out in Planning Policy Statement 25, produced by the Department for Communities and Local Government. It’s overall aim is to ensure that requires local authorities to demonstrate that due regard has been given to the issue of flood risk as part of the planning process. Please see Strategic Flood Risk Assessment for further details on Cheshire East Council’s SFRA.

Topography – The contours, gradients, levels and features formed on a terrestrial surface

Urban heat-island effect – the effect hard-surfaces in an urban environment have in raising built-environment temperatures above those of surrounding natural land



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Appendix B: Report of Consultation

Summary of consultee responses and changes consequent changes to the SuDS Guide SPD.

Public consultation June 2021

<u>Consultee</u>	<u>Consultee Response</u>	<u>CE Response</u>
Muller Property Group	<p>As such, we would wish to avoid a situation where the SPD seeks to replicate another form of control exercised by the LLFA. In our view, the LLFA are best placed to deal with issues surrounding SUDS and that the SPD should not veer into technical matters that it is not best placed to deal with.</p> <p>There is a degree of repetition between what the SPD says and what is in the SUDS manual and again we would suggest that where there are clear areas of repetition the SPD defers to the SUDS manual rather than just repeats it.</p>	<p>SPD reviewed to remove conflict with The SuDS Manual and national guidance</p> <p>Duplication of SuDS Manual largely removed (wherever possible)</p> <p>Now made clear in document that LLFA is involved in formation of the SPD (Primary Purpose p4)</p> <p>Further emphasis made on policy and the function of the SPD (Primary purpose p 4 and p 12)</p>
Defence Medical Services Whittington (Deborah Baker)	<p>There may be an impact of introducing SuDS with a biodiversity component in proximity to RAF Tern Hill, which lies approximately 8.4KM to the south of Cheshire East's local authority area. Within the statutory consultation areas associated with aerodromes these areas could be potentially controlled by policy text that highlights the existence of safeguarding zones, that are designated to mitigate birdstrike risk.</p> <p>In summary, the MOD would wish to be consulted on any proposed development noted within the Cheshire East Draft Biodiversity Net Gain Supplementary Planning Document of any development which includes schemes that might result in the creation of attractant environments for large and flocking bird species hazardous to aviation.</p>	<p>Notes on particular constraints - using flight paths & birdstrike as an example have now been included on the document including reference to the Council's Planning Policy map which identifies the safeguarding zones around Manchester Airport. (Site constraints 2.2 p 14)</p>

Disley Parish Council (Richard Holland)	Disley Parish Council is supportive of the proposals in the Draft Sustainable urban Drainage Systems Supplementary Planning Document. The Parish Council strongly supports the work being done by The National Trust at Lyme, through the Riverlands project, which will help to reduce flood risk in the area. However, Disley Parish Council believes that Cheshire East Council needs to invest in ongoing maintenance of the existing drainage infrastructure in Disley and Newtown. Localised flooding frequently occurs due to failure to clean out gullies on a regular basis. Many are currently blocked. Due to the topography of the area, water flows down steep roads onto the A6 strategic route which passes through the centre of Disley and Newtown.	No change required
IM Land	<p>Relationship to the development plan</p> <p>Whilst the preparation of the SADPD is still in progress, it does not yet form part of the development plan. It is therefore premature for this SPD to reflect on or seek to emulate policies set out in a draft plan that may, following examination, be modified or removed from the final adopted plan.</p> <p>The Council should delay progressing the SPD until all the policies to which it relates have been adopted as part of the development plan for Cheshire East.</p> <p>Sustainable Drainage Design Process</p> <p>At Section 3.1, the proposed approach could be interpreted to require that new development would need to prevent any surface water run-off from the site in order to be deemed acceptable. However, this goes beyond national, and the adopted local plan policy.</p> <p>RPS therefore recommends that the wording at section 3.5 of the draft SPD is suitably modified to reflect both national and local policies (both adopted and emerging) which support appropriate management of potential flood risks emanating from sources of surface water run-off.</p> <p>Planning Approval and Adoption</p> <p>Section 6.5 makes no reference to the Exception Test, details of which are provided at paragraphs 163-168 of the NPPF. The exceptions test allows for the location of development to be laid out in parts of sites that may be</p>	<p>See Muller comments/actions regarding role of SPD.</p> <p>Reference now made to clarify SuDS being about surface water specifically. (Primary purpose p4)</p> <p>The following wording has been introduced at 5.7 pg 22.</p> <p>“New surface water drainage infrastructure should be designed to accommodate 1 in 100yr + Climate Change allowance storm events. However, during extreme rainfall events, surface water drainage infrastructure may become overwhelmed. It is therefore important that new development accommodates safe, unobstructed exceedance flow routes within their</p>

	<p>at higher risk to flooding than other parts of the site. The criteria needed to be met in order to pass the exception test is set out at paragraph 164.</p> <p>RPS therefore recommends that the exception test is recognised and reflected in the SPD to ensure the guidance is consistent with national (and local) policies.</p>	<p>design which will not pose a risk to people or property.”</p>
<p>Macclesfield Town Council (Harriet Worrell)</p>	<p>The committee have no comments on the content of the document but found it informative and welcome its production and the CEC planning process of bringing together in one place advice on planning issues and look forward to documents like this being rolled out to developers with applications for the building of large housing estates.</p>	

National Farmers Union (Mr Adam Briggs)	<p>Farmers find themselves at the sharp end of climate change as the hotter, drier summers and warmer wetter winters impact leading to increased flood risk. Across Cheshire as a whole, an increase in the number of extreme weather events has meant that the existing field drainage systems have struggled to cope with the amount of water which is now draining through the system at times of peak flow and caused the fields to flood. Building developments are adding to the issues that they are facing. There has been a considerable amount of development in Cheshire recently at a time when more extreme rainfall events are becoming more common. These development leads to a reduction in the water carrying capacity of the green spaces and increase the rate of water runoff from these developments into the farmland drainage system. As a result, even more pressure is being pace on the system which is meaning that urban water is finding its way into farmers' fields and causing crop losses. Therefore a condition should be place on the developers to make sure that any development does not increase the flood risk of neighbouring farm land. This should include a requirement that a significant investment is made in upgrading the sewer system to cope with the extra demands being placed upon it and that a contribution is made to the maintenance of the farmland drainage channels which are receiving this urban water.</p> <p>It should also be noted that agriculture is currently going through the greatest period of change since the Second World War as we have left the EU and agriculture policy will be developed and delivered on a UK basis. The new ELM scheme is based on a principle of public money for public goods and the role that agricultural land can play in food mitigation has been recognised. Many activities on farm can help alleviate flooding downstream such as reducing soil compaction, tree planting and increasing soil permeability. Larger scheme can be developed which involve storing water temporarily on agricultural land. These scheme should be developed in partnership with farmers and should also be properly funded. It is particularly key to developing approaches whereby farmers are paid to maintain NFM assets on their land which benefit downstream communities and that the liability for these structures is addressed, in the event that they fail to operate in the way they are intended to do so. Finally, as a wider point, the management of water for flood risk should be integrated with the management</p>	<p>Further information and advice has been provided in regard to boundary treatment & filter drains. (5.9 p22).</p> <p>Noted but no change required.</p>
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	<p>of water as a resource. The NFU states in its recently published Integrated Water Management Strategy “Water – whether we mean too much, not enough, or the quality of water – needs to be managed holistically. Agriculture has an important role to play in the sustainable use of water.” We have seen situations where areas which were flooded are short of water within months. Policy developed to deal with flooding should look to integrate with policy looking to build water resilience. Policies developed by Cheshire East, particularly planning policy, should look to support investment and development which delivers for flood mitigation as well as business water resilience.</p>	
Canal and Rivers Trust (Gary Rutter)	<p>Paragraph 3.7 notes the need to consult with surface water bodies depending on the location of surface water discharge. We welcome reference to the Trust in relation to discharge to the canal but would recommend expanding this section for greater clarity. It is important to note that the Trust is not a land drainage authority and is not obliged to accept a new discharge. Any decision would be dependent on matters of water management and would be subject to a commercial agreement. This section could perhaps therefore be amended. Suggested wording is provided below:</p> <p>" ... Flood Authority or appropriate navigation authority.</p> <p>3. To a canal - consultation with the Canal & River Trust. Any surface water discharge would be dependent on the canal's capacity to receive additional water and require prior assessment. Any discharge would be subject to the completion of a commercial agreement.</p> <p>4. To a surface water sewer ... "</p>	<p>Suggested changes have been incorporated and agreed with the Flood Risk team (Section 4.6 para 115 p 32) .</p>

Bourne Leisure Limited	<p>Bourne leisure acknowledges the importance of sustainable drainage systems and considers that the general approach and design guidance advocated by the SuDs SPD aligns with the drainage hierarchy prescribed by national policy and accepted best practice. On this basis Bourne Leisure does not wish to object the overarching principles or guidance set out within the SPD.</p> <p>The design guidance for each type of drainage system is highly detailed and Bourne Leisure would welcome recognition and acknowledgement at the outset of the document that the various examples of drainage systems provided are good practice examples, and that a degree of flexibility should be retained in decision-making.</p> <p>Page 68 of the SPD sets out requirements for planning applications. It states that developers are required to complete and submit the SuDs Submission Application and Approval Checklist, for the validation and submission of planning applications. The checklist itself requires a high level of detail which would not always be proportionate or necessary. The SPD, as currently drafted, does not provide sufficient clarity or guidance as to the types of proposal for which the checklist would be required.</p> <p>In relation to paragraph 6.11.1 Bourne Leisure considers that further guidance should be provided as to the typical scenarios whereby the checklist would be required, acknowledging that it will not be required for all applications and that it will not always be appropriate to determine this by way of pre-application enquiry. There is a risk that the SPD and the required checklist will result in unduly onerous requirements if applied to all new developments.</p>	<p>Flood team has adapted the original checklist, and now have major and minor version for different scales of development. Clarification on the checklist requirements for different types of proposal is provided at 7.21 (p77).</p>
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Home Builders Federation (Mrs Joanne Harding)	<p>A number of HBF members have raised concerns with us in relation to this SPD, and the practicality of implementing its requirements. The HBF would strongly recommend that the Council seek to further engage with the home building industry before seeking to implement this SPD and its contents.</p> <p>The HBF notes that much of the SPD has been based on the content of the SuDS Manual C753, and consider that as such much of the content of this SPD is not necessary, as this document is available to all and could instead be referred to. There are, however, some areas where the SPD differs from the manual and some of these areas are of concern to our members and are likely to have implications for the deliverability and viability of development in the area.</p> <p>The HBF notes for example that the maximum slopes to swales and basins have been set at 1 in 4 rather than 1 in</p> <p>This is likely to impact on the land take within development and will therefore have implications for the viability of development and will not have been considered as part of the local plan viability assessment.</p> <p>The increased land take will also potentially impact on the deliverability of development, the density of development and the effective use of land, which may cause conflicts with other elements of planning policy.</p> <p>Table 4.3 of The SuDS Manual C753 sets out the minimum water quality management requirements for discharges to receiving surface waters and groundwaters. It does not appear that this is appropriately reflected in the SPD which appears to set higher levels of expectation without any rationale or consideration of the more onerous implications and potential impacts on viability.</p> <p>The HBF has concerns in relation to the SPD particularly in relation to the additional financial burden the SPD would create for developers. The HBF would strongly recommend that the Council undertake a full viability assessment of this proposed amendment to ensure that it is viable and that it does not impact on the delivery of homes.</p> <p>The HBF recommends that the Council undertake further engagement with both United Utilities and the home building industry, to ensure that differences between UU</p>	<p>Further reference has been made to the SuDS manual to ensure consistency.</p> <p>Changes to the slope gradients requirements for SuDS components , particularly looking at safe land management, have been incorporated consistent with the SuDS Manual e.g. Technical requirements for Swales (p 49).</p> <p>Issues have been discussed with UU to avoid inconsistency/conflict, and changes made to the document, with particular reference to engagement with UU.</p> <p>(Adoption of SuDS Para 7.22 p77.) Way marker inserted to UU Technical guidance for developers on p 78.</p> <p>The SUDS guide does not introduce any additional requirements, other than those set out in Policy SE13 or ENV16 – rather the SUDS Guide is intended as a helpful guide that will assist developers in delivering good practice.</p> <p>Applications are determined in accordance with the most up to date</p>
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	<p>advice and the SPD are addressed and that schemes can be adopted.</p> <p>The HBF would also be keen to know what level of engagement has been undertaken with the Council's highways teams to ensure that the measures proposed as part of the SPD are considered to be appropriate by the highways teams and will not lead to further delays in the consideration of any applications.</p> <p>The HBF seeks assurance that there will be suitably detailed expert advice available at the pre-application advice stage and early in the consideration of any planning applications.</p> <p>The HBF recommends that once the Council has undertaken further engagement around the practicalities of implementing this SPD with the home building industry, and further considered the viability implications of this SPD, and ensured that the SPD is appropriately flexible to cater for the differing site specifics, that the Council should ensure that an appropriate transitional period is provided before this SPD is implemented.</p>	<p>adopted policies. Policy SE13 of the LPS and ENV16 of the SADPD are now adopted policies that applicants are required to satisfy and this SPD sets out how the requirements of those policies can be met. Therefore, no transitional arrangements will be put in place.</p>
<p>P H Property Holdings (Phil Harper)</p>	<p>Pg30 – Incorrect statement on paragraph 1, the Water Authority cannot request any restriction of flows due to reasons of infrastructure capacity. (A developer took Welsh Water to court on this and set some precedence on a sewerage undertaker's duty)</p> <p>Pg31 – The run off calculator is a good idea, it would be good to extend this to storage volumes and have some worked examples for Greenfield and Brownfield sites.</p> <p>Pg56 – Main considerations should include outfall depth as underground storage structures tend to make you quite deep with your drainage to obtain sufficient cover. Further elaboration required on the stable ground is required statement i.e. semi-rigid pipes rely on the trench wall, and its inherent soil properties, for strength. The title of this page refers to underground storage structures but the general feeling towards this page appears to be directed towards oversized plastic storage pipes.</p> <p>Pg64 – The adopting criteria for SUDS under DCG should be included in this area. i.e. the Suds must have a channel for means of conveying surface water etc.</p> <p>Pg67 Onwards – There seems to be a number of discrepancies/contradictions in Section 6. Initially, this section refers to SFA 7 and not DCG which is the latest national standard. Section 6.3.2 states that SW drainage</p>	<p>The issues raised here have been checked and corrected where appropriate.</p> <p>Discrepancies between the Guide and the SuDS Manual & SFA have been addressed.</p> <p>The relevant section at p 60 Site Control – Underground storage structures doesn't infer just pipe based storage, although some of the example images have been omitted for the avoidance of doubt.</p>

	<p>is to be attenuated to the requirement of the water authority where, in reality, S106 of the Water Industry Act details the right to connect and discharge freely for flows appertaining to a structure. The only reason the water authority can lawfully restrict flows is if there is no right of connection i.e. land drainage, highway drainage. If the development is being offered for adoption to the water authority, then the development will be designed in accordance with the DCG standards. Another way the water authority will try to influence SW flows/attenuation requirements is by using their position as a Statutory Consultee with the aim to add their requirements on to the Planning Conditions. Section 6.4, please define the climate change requirements for the local authority. Section 6.4.1/Section 6.4.2, the principles for the storage requirements are different for the Suds Manual and SFA.</p>	
<p>Shavington -cum- Gresty Neighbour hood Plan Steering Group (William Atteridge)</p>	<p>1)Cheshire East Planning and Highways need to understand the reasoning for, and application of, the SuDS philosophy and requirements in respect to specific planning applications. In the recent past they have failed in this regard, to the extent that decisions made at the planning approval stage and subsequently have led to serious flooding of properties adjacent to approved developments.</p> <p>2) Cheshire East need to enforce the requirements of any SuDS put on the developer as part of any planning approval. Enforcement needs to include inspection of the SuDS facilities installation and an understanding of the construction process and consequences of not installing the technical design has been approved using the stated and approved materials. Cheshire East has previously failed to adequately enforce the developer's installations of SuDS.</p> <p>3) The current Flood Risk group involved with the planning applications that have resulted in serious flooding should not be responsible for implementation of any ongoing or new SuDS requirements. Without proper application of SuDS methodology, current or revised, there will continue to be problems caused to existing properties by development approved by Cheshire East.</p>	<p>Where development is not carried out in accordance with the permission granted, including and conditions related to SUDS, the authority has the option to pursue enforcement action.</p>

Bloor Homes (NW) Ltd	<p>Therefore the SPD should not be adopted or used for development management purposes unless and until those draft policies in the SADPD are found sound and adopted.</p> <p>Our client instructed Betts Hydro Consulting Engineers to review the draft SPD and provide input into our response to the draft SPD, which is as follows:</p> <p>1) The draft SPD largely relates to the SUDS Manual (CIRIA, C753) and therefore it is questionable whether the SPD is needed at all. Many other Local Authorities simply refer to the SUDS Manual (CIRIA, C753), which is in any case only guidance and not policy.</p> <p>2) Notwithstanding this, there are some instances where the draft SPD diverges from the SUDS Manual, which in our view would unnecessarily result in the development process being more onerous for our client and the housebuilding industry in general in Cheshire East than other areas as we now discuss.</p> <p>3) United Utilities have recently refined their requirements for the design of ponds and attenuation basins for both adoptable and private systems. The proposals in the draft SPD do have some conflicts with this such as the maximum side slope gradient being 1:4 (page 53), rather than the allowable gradient of 1:3 identified within the SUDS Manual (C753). It is important that CEC and UU align their requirements to avoid conflicts. The requirement for a 1:4 side slope would also require a considerably greater area of land and may result in some schemes that could have delivered a pond/basin using the SUDS Manual no longer being viable using the standards set out in the draft SPD.</p> <p>4) Page 31 of the draft SPD sets out a run-off calculator guide, which proposes to introduce a new run-off calculation tool. This is unnecessary. There is already a free online tool (UKSUDS.com by HR Wallingford), advocated for use by the Environment Agency that does both FEH Statistical and IH124 calculations.</p> <p>5) There is still disconnect between the good sustainable approach being advocated at national and local levels, and the lack of willingness of CEC Highways to adopt those features, specifically permeable paving. Other Highway Authorities now adopt permeable roads and recognise the benefits. The draft SPD aims to encourage developers to be more sustainable and identifies in section 4.2.3 that CEC Highways are still not adopting permeable paving. If CEC still cannot align their own policies and adoptions requirements, then support from</p>	<p>Alterations have now been made to address CIRIA duplication/references.</p> <p>As explained above Guide has been amended to be consistent with the UU SuDS Guide and calculator.</p> <p>The link to the calculator at uksuds.com has been included (p33).</p> <p>Permeable paving is an option available to the Local Highways Authority and will be explored on a case by case basis. The guidance identifies that it should be used on low trafficked streets unless designed to accommodate heavy vehicles. 5.3.2 Source Control – Permeable Paving (p 41).</p> <p>Link to sewerage sector guidance included in way marker under section 5.2 What standards should be met (p37).</p> <p>In regard to water quality & risk, alterations have been made to ensure the SUDS guide is</p>
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	<p>developers is less likely to be forthcoming.</p> <p>6) Reference is made to sewers on page 70. There is reference to Sewers for Adoption 7th Edition rather than the current Sewerage Sector Guidance. SFA7th is only used in the UU region for pumped solutions.</p> <p>7) Section 6.4.2 of the draft SPD in relation to attenuation storage states that “the limiting discharge rates from the site should normally be assessed using the ‘Flood Estimation for Small Catchments’ (Institute of Hydrology 1994)”. This differs slightly from the national advice of the Environment Agency, where the IH124 method is considered acceptable, however the FEH Statistical is considered more accurate for sites <50ha. The draft SPD does not discuss alternative methods of runoff assessment.</p> <p>8) Section 6.4.8 of the draft SPD in relation to water quality states that the run-off hazard level for residential is categorised as medium. It is unclear why this is the same as industrial uses where there are often greater risks. This also differs unnecessarily from the SUDS Manual (C753) where residential is classed as low risk. In summary, should the Council pursue with a SUDS SPD, it should wait until the SADPD has been examined and if found sound, adopted and it should also reflect national guidance.</p>	<p>consistent with the SuDS Manual.</p>
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Manchester Airports Group	<p>Manchester Airports Group's (MAG's) objection is due to the absence of any detail within the SPD that relates to the aerodrome safeguarding consultation and approval processes that are required when considering the provision of SuDS in the vicinity of Manchester Airport.</p> <p>Under the terms of DfT/ODPM the Town and Country Planning (Safeguarded Aerodromes, Technical Sites and Military Sites) Direction 2002 (brought into effect by DfT/ODPM Circular 1/2003) MAG is the statutory Aerodrome Safeguarding Authority (ASA) for Manchester Airport. The above obligates the ASA and the Local Planning Authority to avoid increasing the risk of bird-strike within 13km of the Airport. Any SuDS provision should therefore be subject to consultation with the ASA at the earliest opportunity, and their recommendations to avoid any increase of the risk of bird-strike, taken on board. The SPD therefore requires amendment to stipulate that SuDS should not increase the risk of bird-strike hazard within 13km of the Airport and the following alterations/ additions should be referenced:</p> <p>The SPD therefore requires amendment to stipulate that SuDS should not increase the risk of bird-strike hazard within 13km of the Airport and the following alterations/ additions should be referenced:</p> <ul style="list-style-type: none"> - Figure 1.1 should have the 13km Bird-strike Hazard Consultation Zone overlaid to be clear where the issue of bird-strike hazard lies. - The Aerodrome Safeguarding consultation and approval requirement needs to be set out within Chapter 6 'Planning Approval & Adoption'. We recommend the following text should be added "Within 13km of Manchester Airport there is a requirement set out in DfT/ODPM Circular 1/2003 to not increase the risk of bird-strike hazard. Any SuDS within the 13km bird-strike consultation zone shown on Figure 1.1 should be subject to statutory consultation with the Aerodrome Safeguarding Authority and their views adhered to in respect of the suitability or otherwise of any proposed SuDS. <p>Failure to do so will result in referral to the Secretary of State and risks breaching the provisions of the Air Navigation Order which is a criminal offence."</p> <ul style="list-style-type: none"> - Details of the Aerodrome Safeguarding consultation requirements for SuDS within the 13km bird-strike consultation zone should be included on the SuDS 	<p>Further text has been added to clarify Manchester Airport as a consultee (para 2.9 p 14), and reference to the Council's Planning Policy Map included which holds information on airport safeguarding zones.</p>
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	<p>checklist which is due to be included at Appendix A.</p> <p>- Emerging Policy GEN 5 'Aerodrome Safeguarding' as set out within the Cheshire East Draft SADPD should be added to the list of additional relevant policies at Appendix B. Clearly if a proposed development has had regard to the concerns of the Safeguarding Authority in its formulation, its progress through the planning system will be more straight forward.</p> <p>We therefore strongly encourage pre-application consultation (including at the master planning phase for larger developments) and for Aerodrome Safeguarding requirements to be considered during the initial analysis of a site and throughout the SuDS design process.</p>	
Dr Kieran Mullan MP	<p>Cheshire East is known for its high water table, and this, in combination with the increasing frequency of strong storms, such as Dennis and Christoph, and a drainage system that has been put under pressure by the growth of development locally, has caused what is felt by locals of a higher incidence of flooding.</p> <p>Whilst I understand that there is already in place an assessment tool which forces developers to consider run off rates and flood mitigation for the development, I believe the Draft SuDS document, if implemented, will have a role to play in ensuring that the correct and effective drainage systems are installed on site.</p> <p>I support the proposals contained in the Draft SuDS Document as a move that provides more guidance for developers and increases the attentiveness of the Council both in planning and enforcement to types of drainage used on a development. I hope that this document is adopted and introduced at the earliest convenience of the Council.</p> <p>I was also encouraged to see details about the potential for retrospective SuDS to be installed, to mitigate against future flooding, this would be useful for residents around the Diamond Estate, Shavington, and Mill Lane, Blakenhall, where ponds or flood zones have been lost</p>	<p>Further clarity has been provided in regard to responsibility of monitoring and enforcement to ensure the implementation and ongoing viability of SuDS.</p>

	<p>either to new development or in the process of farming and land management.</p> <p>The document also refers to clarity of responsibility with regards to the future management of the SuDS, anything that can be done to enhance this is welcome, as I know from working with residents that one of their main frustrations is the confusion caused by who to direct enquiries to. Finally, I note the statement that developers will be required to “demonstrate that all land ownership and long-term maintenance issues have been resolved as prior to submitting a full planning application” (6.5, pg 73), which has not necessarily been the case. That being said, without the full attention of the planning team and enforcement team this statement becomes devalued.</p>	
The Coal Authority	<p>Where past coal mining activity has taken place on or beneath the site proposed for redevelopment the design of the SUDs system should consider the implications of this in relation to the stability and public safety risks posed by coal mining legacy. The developer should seek advice from a technically competent person to ensure that a proper assessment has been made of the potential interaction between hydrology, the proposed drainage system and ground stability, including the implications this may have for any mine workings which may be present. In some cases the effectiveness of the SUDs scheme may be affected by rising water tables relating to the cessation of past mining activity.</p>	Land stability issues added into the main text (para 124 p 33)
Homes England	Homes England does not wish to make any representations on the Draft Sustainable Drainage System SPD.	No response
The Environment Agency (Steve Sayce)	we welcome and are supportive of the creation of the Draft Sustainable urban Drainage Systems Supplementary Planning Document and the role it can play in the management of flood risk.	No response

Bellway Homes Ltd (North West Division)	<p>General Comment 1 The SPD is overtly long, repetitive, and difficult to follow. The SPD should be concise, easy to read and clearly set out the requirements, actions and responsibilities for applicants, the Council as lead local flood authority and local planning authority, and statutory consultees.</p> <p>General Comment 2 The SPD should clearly and concisely provide references and links to relevant national policies and guidance, including:</p> <ul style="list-style-type: none"> • NPPF, paragraph 167 – development should only be allocated in areas at risk of flooding where in light of the site-specific flood risk assessment it can be demonstrated that it incorporates sustainable drainage systems, unless there is clear evidence that this would be inappropriate; • NPPF, paragraph 169 – sustainable drainage systems should take account of advice from the lead local flood authority, have appropriate proposed minimum standards, have maintenance arrangements in place and where possible provide multi-functional benefits; • Planning Practice Guidance – ‘Flood risk and coastal change’, ‘Reducing the cause and impacts of flooding’ (paragraphs 050, 051, 079, 080, 081, 082, 083, 084, 085 086 and 053). <p>General Comments 3 The SPD frequently and variably refers to the SuDS Checklists, the SuDS Submission Application & Approval Checklist and the numerous checklists that are provided on the Susdrain website link. It is not clear in the SPD what checklist are being referred to, what checklists should be completed and when, or whether there is intended to be one or numerous checklists for various stages of the planning process.</p> <p>It is also noted that the SuDS Checklist that is intended to be provided at Appendix A of the SPD is missing and if this is to form part of the SPD then interested parties should be given the opportunity to comment on it. It is therefore recommended that for clarify one simple and user-friendly checklist is created and referred to in the SPD, which must be consulted upon before the SPD is adopted.</p> <p>3.7 Discharge and Run-off Considerations (Page 29) This section of the SPD says that: “Once the preferred method of discharge has been</p>	<p>Noted, duplication has now been reduced/avoided.</p> <p>Chapter 14 Meeting the Challenge of climate change, flooding and costal change of the NPPF is referenced in the policy section (p 12). This chapter should be considered in the round by users of the guide</p> <p>The sections, ‘Primary purpose’ (p 4) and ‘Who is this Guide for’ (p5) make clear that CEC are the LLFA.</p> <p>The intention is that the CEC SuDS checklist will be the sole checklist required for submission of applications. This is clearly explained at 7.21 Cheshire East SuDS Checklist (p 77).</p> <p>A link to the checklist is provided as a way marker on p 77. There will not be a version in the appendices.</p> <p>There is no indication in the document that SuDS at re-development sites need achieve greenfield run off rates, but the SPD does refer to the potential for</p>
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	<p>decided, the following details are required to be included as identified on the SuDS Checklist detailed in Appendix A of this guidance:</p> <ul style="list-style-type: none"> • Peak run-off flows calculations and results to demonstrate pre- and post-development run-off rates in relation to greenfield run-off rates. For redevelopment sites, existing brownfield rates will be taken into consideration (See Section 3.8). • Discharge volume calculations and results • Simulation modelling of runoff (major applications) • Flood risk (from surface water, coastal, river and groundwater sources)” <p>Firstly, it is noted that Appendix A is missing from the SPD. However, if it is the intention is to provide details on a checklist in the appendices of the SPD then this text is unnecessarily repetition and should be removed.</p> <p>Secondly, if the text is to remain in the SPD then the reference to section 3.8 needs to be removed since this is of no relevance as it relates to the quality of surface water run-off, and is confusing.</p> <p>Thirdly, whilst it is made clear in the text that existing brownfield rates will be taken into consideration, it also needs to be made abundantly clear that sustainable drainage systems at redevelopment sites do not need to achieve greenfield run-off rates to be acceptable and appropriate.</p> <p>3.8 Site Challenges for Designing SuDS (Page 30) It needs to be made clear that the text on the right hand side of the page relates to the quality and not quantity of surface water run-off, so that this section is not misinterpreted. It is therefore recommended that an additional heading, for instance ‘Water Quality’, is added.</p>	<p>betterment at section 1.2 ‘Why use SuDS?’ para 14, and at ‘Improved management of brownfield sites’ (p10.)</p> <p>3.8 has been moved to Chapter 5 Key requirements for common components to 5.1 Common site challenges for SuDS design (p 37). That should avoid confusion.</p>
Marine Management Organisation	<p>No further comment is required from the MMO regarding this planning policy document, as this local plan is outside the MMO’s remit (beyond the tidal limit and above high water springs).</p>	

<p>Sandbach Town Council (Mike Wellings)</p>	<p>Sandbach Town Council welcomes the opportunity to comment on the SuDS SPD.</p> <p>Whilst various examples of SuDS components are provided together with a hierarchical approach to reviewing a site and selecting appropriate drainage solutions, many of the examples in the document relate to major developments or road schemes where linear solutions can be installed [what would have been roadside ditches in the 19th Century]. Some solutions look very like running water in wet gutters at the roadside - not easy to mix with driveways to properties. More acceptable seem to be linear troughs filled with water-based planting, slightly below ground level with reeds and water lilies growing - again need to be sure that cars or pedestrians don't fall into or trip over these features, or gather litter.</p> <ul style="list-style-type: none"> • Developers need to consider open water in some of the SuDS that could be combined with recreation areas to present a low risk of drowning - risk outweighed by benefits to environment and provision of play/learning opportunities for youngsters. • The section on Green roofs needs to be expanded - design considerations do not reference the weight of the green roof or weight when fully wet e.g. 150mm deep roof if on a typical house of say 8x8m would be 10 tonnes when wet and require additional structural support. • Concern that SuDS could attract fly tipping in urban areas, and attract litter where SuDS are roadside solutions. • The document does not appear to address the density of development, the provision of surface-level SuDS will reduce the area of land available for physical construction on a development, or result in very dense building with small private gardens and more shared space incorporating the SuDS - this has implications for households with small children and the availability of safe play/exercise space versus uncontrolled public spaces. This has implications for the efficient use of development land and affordability of the housing once constructed. • Engineered surface water solutions can be accommodated under roads within a development minimizing land required, providing a good compromise between high-density development but still able to provide private amenity space for each dwelling. • On a practical note the document is not easy to read, e.g. pale blue type on medium blue background or black type on dark blue background, very small writing on 	<p>Examples/imagery altered to provide a diverse range of development scale and type, not primarily highways focused.</p> <p>Section 3.7 Incorporate amenity and recreation specifically addresses the issues of permanent water and designing in recreation and play opportunity, whilst balancing risk. (p 26).</p> <p>Further clarity is provided that provision of SuDS will not be to the detriment of an appropriate balance of built and green space on the site. Section 3.7 'Incorporate amenity and recreation' (p 26) and 7.3 'Masterplanning' para 164 (p71)</p>
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	diagrams that are unreadable when printed at A4, and indistinct when zoomed in for the PDF version.	
Alsager Town Council (Mrs Nicola Clarke)	Alsager Town Council welcomes the policy to give greater clarity to developers, landowners and communities on the approach the council will take to secure SUDs in new development. The Town Council asks that conditions are made at the planning stage and the council will ensure that conditions are adhered to.	Refer to above planning condition query
Goostrey Parish Council (Mrs Sharon Jones)	Goostrey Parish Council has no comments to make on this document.	No response
Natural England (Janet Baguley)	Natural England support the production of a SUDs SPD but we do not have the capacity to respond in detail at this time.	No response

Network Rail (Diane Clarke)	<p>Network Rail has the following comments on the draft SUDS SPD.</p> <p>(1) 3.4 Design considerations There are a variety of SuDS components which may be used independently or as a combination to fit into a SuDS management</p> <p>When designing drainage proposals adjacent to and in close proximity to the existing operational railway – the applicant and council should include consideration of the potential for SUDS to increase the risk of flooding, pollution and soil slippage on the railway and its boundary. Proposals should ensure that no SUDS are included less than 30m from the existing railway boundary and that all surface waters and foul water drainage is removed from site via a closed sealed pipe system.</p> <p>(2)</p> <p>Network Rail would need to agree details of how drainage systems are to maintained throughout the life of a proposal.</p> <p>(3)</p> <p>Swales, attenuation basins and ponds should not be included for proposals adjacent to a railway cutting / railway land to ensure there are no stability issues for railway land.</p> <p>(4)</p> <p>Proposals seeking to direct surface water run off via culverts under the railway / adjacent to railway land would need to be agreed with Network Rail.</p> <p>(5)</p> <p>The HSE identifies railways as a Major Hazard Industry. An earthwork failure within a high-hazard area has the potential to result in a catastrophic accident with multiple fatalities or long-lasting environmental issues. It should be noted that where the actions of an adjacent landowner have caused a landslip on the railway the loss adjusters are likely to advise recovery of Network Rail costs from the 3rd party, which would include costs of remediation and recovery of costs to train operators. Many railway earthworks were constructed in the Victorian period and are susceptible to failure by water saturation. Water saturation leads to an increase in pore water pressure within the earthwork material. Please also note that railways, and former railway land adjacent to it, is considered as contaminated land due to historic use of railways, which can affect the suitability of infiltration drainage.</p>	General section on constraints at 2.2 includes information on site constraints (p 14).
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<p>Poynton Town Council (Haf Barlow)</p>	<p>Whilst the consultation contains many relevant examples of a range of SuDS schemes, local examples of these within the Cheshire East area are limited if not presented at all.</p> <p>Technical</p> <ol style="list-style-type: none"> 1. The technical requirements are relatively prescriptive, which whilst being useful to designers, may also cause them to opt for traditional drainage systems if all of the requirements are unable to be met. Given that CEC will not adopt SuDS for developments, is there a need for the technical requirements to differ from CIRIA 753. 2. Pavement suspended on geocellular crate system (4.3.7). The structural performance should be a key consideration. 3. What storm event does the basin minimum drain down time requirement refer to (4.3.8)? CIRIA 753 prescribes the residence time to ensure adequate sedimentation. 4. HA 103/06 has been superseded by CD 532 (4.3.2, 4.3.3, 4.3.4, 4.3.8, 4.3.10). 5. HA 103/06 or CD 532 is not relevant to below ground storage structures (4.3.10). 6. Retention ponds (4.4) and detention basins (4.3.8) can be either site controls or regional controls. 7. Sewers for Adoption 7th Edition has been superseded by Sewerage Sector Guidance, Appendix C, Design and Construction Guidance for Foul and Surface Water Sewers (6.3.3). 8. The requirement for no flooding in the 1 in 30 year event should refer to the Non-Statutory Technical Standards for SuDS, not SfA7 (6.4.1). 9. Water quality design criteria (6.4.8) prescribes the number of treatment stages. The approach commonly used is the simple index approach (CIRIA 753, 26.7.1). 10. It is not a legal requirement for driveways in England to be permeable (4.2.3). Planning permission may be required for non-permeable driveways. 11. Guidance on the method to be used for calculation of brownfield runoff rates from existing sites would be useful. <p>Adoption and Maintenance</p> <ol style="list-style-type: none"> 1. There is reference to a number of SuDS features being suitable for use in the public highway (4.3.4 to 4.3.7). However, the document also states that “SuDS are not to be located adjacent to or within the adopted highway, carriageway or footway” (6.3.2), suggesting that CEC Highways will not adopt any SuDS features. Clarification 	<p>Recommendations are noted and alterations have been made to ensure consistency with CIRIA guidance.</p>
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	<p>on what SuDS features may be adoptable under S38 or S278 agreements would be welcomed. Presumably if such features are designed to DMRB and only drain runoff from the public highway, they would be adoptable?</p> <p>2. With the introduction of the Sewerage Sector Guidance, Appendix C, Design and Construction Guidance for Foul and Surface Water Sewers, adoption of SuDS for developments is now possible by the sewerage authority. Further detail on what the relevant sewerage authorities consider adoptable and the relevant technical requirements should be included to ensure no contradiction between the document and sewerage authority adoption requirements.</p> <p>The main concerns of the Town Council are the lack of local examples and the urgency to mitigate the continuing flood risk to Poynton and surrounding areas.</p>	
Lees Roxburgh Ltd (Mr John Lees)	<p>1. Much of the document appears to have been extracted from the SUDS Manual C753 which begs the fundamental question as to its purpose when the SUDS Manual is available for reference, and indeed the sole point of reference for many LLFAs.</p> <p>Having said that, and noting that the document does indeed refer to the C753, a number of more onerous requirements than those identified in C753 appear to have been introduced (so potential conflicts, also ref. Item 2), i.e.;</p> <ul style="list-style-type: none"> • Maximum slopes to swales and basins has been slackened off to 1 in 4 rather than the 1 in 3 permitted in C753. <p>This will impact on land take and developable area and will therefore have adverse implications on sites where viabilities have been undertaken and are progressing through the planning process. So, what are the transitional arrangements?</p> <ul style="list-style-type: none"> • With respect to water quality C753 categorises residential development as low (roads and drives) to very low (roof areas) whereas this document (in Section 6, but a subject which surely warrants its own section) now categorises roofs as low and combines residential (does this not include roofs?) with commercial and industrial uses under a medium category. Clearly industrial uses present a potentially higher risk than residential (as reflected in C753). <p>Why the departure from C753 and what is the rationale for imposing a more onerous requirement on residential?</p>	Alterations have been made for consistency with the SUDS manual.

	<ul style="list-style-type: none"> • With regard to basins, a requirement for a surface water bypass and draw down requirement has been introduced and not as far as I can see referred to in C753. It seems to me unnecessary, costly and land hungry. Also, who will adopt, and this leads onto my Item 2 below? <p>2. Meanwhile, United Utilities (UU) have recently presented us with a lengthy checklist for the design of basins and ponds which applies to both adoptable and private features and there appear to be potential conflicts between UU's requirements and those of CEC LPA/LLFA.</p> <p>Appendix A of this draft document is to comprise a checklist which has not been provided. It is clearly essential that the checklist is the same as that prepared by UU. It is more than reasonable to assume that this will be the case given UU have contributed to this document... can this be confirmed? I would hope this checklist in its final form ensures that there are no inconsistencies with C753 and in this regard it will be incumbent upon UU to do so to ensure consistency with the requirement of all the other LLFAs in their operating area. So again begs the question, why not simply use C753?</p> <p>Incidentally, this draft document refers to Sewers for Adoption 7th Edition when for over a year, we have been working to the new Sewerage Sector Guidance (and in fact previously 7th Edition only for pump stations). There is also reference to long since outdated CDM Regs 2007.</p> <p>3. What consultation has been held with CEC's own Highways Section with regard to adoptability? Are they happy to adopt the solutions proposed for draining roads?</p> <p>4. Reference is made to Conceptual Design and Outline Design as two separate stages whereas these are clearly one stage. An assessment needs to be undertaken early on to determine the deliverability of the SUDS solution as a single stage, however one might wish to banner it.</p> <p>In summary, there may be other issues identified from a detailed assessment of the separate requirements of this document, C753 and the Sewerage Sector Guidance but at this early stage my concerns are focussed on the following;</p> <ul style="list-style-type: none"> • Implications on land take of the more onerous requirements within this document 	
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	<ul style="list-style-type: none"> • Transitional arrangements • Lack of consistency between this document, C753, Sewerage Sector Guidance and UU's specific requirements. • Adoptability by United Utilities and CEC Highways • LLFA resources to meaningfully review, agree upon and formally commit to SUDS proposals prior to a planning submission, whether it be outline or detailed. • Ability of the planning system to build upon the opportunity to streamline the planning process. 	
Ben Wye	With climate change flooding we need to do everything we can to avoid flash flooding	No response
Historic England (Emily Hrycan)	We would encourage you to consider the historic environment in the production of your SPD. We recommend that you seek advice from the local authority conservation officer and from the appropriate archaeological staff. They are best placed to provide information on the historic environment, advise on local historic environment issues and priorities, indicate how heritage assets may be affected and identify opportunities for securing wider benefits through the conservation and enhancement of the historic environment.	Archaeology issues, particularly in technical guidance e.g. potential for unearthing, have been cited in Section 2.2 Site constraints para 28 (p 14).
Mr Robert Allen	The major cause of flooding in the Crewe Urban Area seems to be generated by poor highway design of Roundabouts and lack of Highway Drain Maintenance.	No response.
United Utilities (Adam Brennan)	<p>We recommend the following wording is considered as part of 6.8 of the SPD:</p> <p>If the applicant intends to integrate Sustainable Drainage Systems (SuDS) within an adoptable solution, the proposed detailed design will be subject to a technical appraisal by UU. The future applicant will need to ensure that the proposal meets the requirements of Sewerage sector guidance, the standards of which are included within the 'Design and Construction Guidance' (DCG) & The CIRIA SuDS Manual. The detailed design should be prepared with consideration of what is necessary to secure a development to an adoptable standard.</p>	<p>Wording of paragraphs altered for consistency with UU guidance & specification 7.22 Adoption of SuDS (p 77).</p> <p>Link to UU technical guidance provided at p78.</p>

	<p>Part 6.3.2 R3 – SuDS Design & Submissions - General Requirements.</p> <p>United Utilities would wish to highlight its support of this section but wishes to comment on parts of the policy which we feel should be more consistent with paragraphs 167 of the NPPF.</p> <p>Paragraph 167 of the National Planning Policy Framework (NPPF) outlines that ‘When determining any planning applications, local planning authorities should ensure that flood risk is not increased elsewhere. Where appropriate, applications should be supported by a site-specific flood-risk assessment’.</p> <p>Noting that not all applications are required to submit a flood risk assessment, United Utilities wishes to outline that this section should set an expectation that all applications will be required to submit clear evidence that the hierarchy for surface water management has been fully investigated to ensure that flood risk is not increased elsewhere. We request that wording is elaborated on in the third paragraph of 6.3.2 so future applicants investigate the surface water hierarchy to minimise the risk of flooding and ensures that future development sites are drained in the most sustainable way.</p> <p>We wish to recommend the following wording as a replacement to the third paragraph in 6.3.2: Surface water should be discharged in the following order of priority:</p> <ol style="list-style-type: none"> 1. An adequate soakaway or some other form of infiltration system. 2. An attenuated discharge to a surface water body. 3. An attenuated discharge to public surface water sewer, highway drain or another drainage system. 4. An attenuated discharge to public combined sewer. <p>Applicants wishing to discharge surface water to public sewer will need to submit clear evidence demonstrating why alternative options are not available as part of the determination of their application.</p> <p>The expectation from United Utilities will be for future planning applications to demonstrate how the new development is drained in the most sustainable way, by the surface water hierarchy and providing evidence when a more preferable option is discounted. There is an</p>	
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	<p>opportunity to directly reference the surface water hierarchy within the SPD.</p> <p>The aims of the SuDS SPD can only be achieved if there is a section of the document that strongly references the need to follow the hierarchy, as this is fundamental to ensuring the sustainable management of surface water. We note the inclusion of the hierarchy on page 29 of the draft document. This however, should be directly referenced and further on as above in part 6.3.2.</p> <p>Brownfield expectations</p> <p>We recommend the following wording is included as part of 'Brownfield Sites' on Page 38:</p> <p>On previously-developed land, applicants will be expected to follow the surface water hierarchy. Thereafter, any proposal based on a proposed reduction in surface water discharge from a previously-developed site should be in accordance with the non-statutory technical standards for sustainable drainage produced by DEFRA (or any replacement national standards) which target a reduction to greenfield run-off rate. Thereafter a minimum reduction will be required of 30% on previously developed sites and 50% on previously developed sites in any critical drainage area identified through the SFRA. In order to demonstrate any reduction in the rate of surface water discharge, applicants should include clear evidence of existing operational connections from the site with associated calculations on rates of discharge.</p> <p>6.3.3 – Document reference</p> <p>As highlighted in our email in June, 'Sewers for adoption' has now been superseded by the 'design and construction guidance' (DCG) as part of the sewerage adoption code implementation. We recommend the use of referencing is reviewed throughout the document and we are happy to discuss this further.</p>	
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Final Draft Sustainable Urban Drainage Systems Supplementary Planning Document

Strategic Environmental Assessment and Habitats Regulations Assessment Screening Report

Introduction and Purpose

1. Cheshire East Council has produced a draft Sustainable Urban Drainage Systems (SUDS) Supplementary Planning Document ("SPD"). The purpose of the SPD is to provide guidance on the implementation of SUDS in new development, adding further detail and guidance to policies contained within the Development Plan.
2. The Development Plan for Cheshire East consists of the Local Plan Strategy ("LPS") and 'saved' policies in the Crewe and Nantwich, Congleton and Macclesfield Local Plans. In addition, made Neighbourhood Plans also form part of the Development Plan.
3. The policy framework for the SPD is contained mostly in the LPS, with a particular focus on Policy SE13 Flood Risk and Water Management.
4. The Council is also in the process of preparing the second part of its Local Plan, called the Site Allocations and Development Policies Document ("SADPD"). The Revised Publication Draft SADPD (consulted on between 26 October and 23 December 2020) contains a number of emerging policies on matters including Policy ENV16 'Surface Water Management and Flood Risk' and is being prepared in conformity with the LPS and the emerging SADPD.
5. This screening report is designed to determine whether or not the contents of the draft Sustainable Urban Drainage Systems SPD require a Strategic Environmental Assessment ("SEA") in accordance with the European Directive 2001/42/EC and associated Environmental Assessment of Plans and Programmes Regulations 2004. The report also addresses whether the draft Sustainable Urban Drainage Systems SPD has a significant adverse effect upon any internationally designated site(s) of nature conservation importance and thereby subject to the requirements of the Habitats Regulations. The report contains separate sections that set out the findings of the screening assessment for these two issues.

6. This statement, alongside the draft Sustainable Urban Drainage Systems SPD, will be the subject of consultation in accordance with the relevant regulations and the Council's Statement of Community Involvement for a period of four weeks during the autumn of 2023. This will include consultation with the relevant statutory bodies (Natural England, Environment Agency and Historic England), and Manchester University. Comments received during the consultation on the draft Sustainable Urban Drainage Systems SPD and this statement will be reflected in future updates to this document.

Strategic Environmental Assessment Screening

Legislative Background

7. The objective of SEA is to provide for a high level of protection of the environment with a view to promoting the achievement of sustainable development. It is a requirement of European Directive 2001/42/EC on the assessment of the effects of certain plans and programmes on the environment (also known as the SEA Directive). The Directive was transposed in UK law by the Environmental Assessment of Plans and Programmes Regulations 2004, often known as the SEA Regulations.
8. Article 3(3) and 3(4) of the regulations make clear that SEA is only required for plans and programmes when they have significant environmental effects. The 2008 Planning Act removed the requirement to undertake a full Sustainability Appraisal for a SPD although consideration remains as to whether the SPD requires SEA, in exceptional circumstances, when likely to have a significant environmental effect(s) that has not already been assessed during the preparation of a Local Plan. In addition, planning practice guidance (PPG – ref Paragraph: 008 Reference ID: 11-008-20140306) states that a SEA is unlikely to be required where an SPD deals only with a small area at local level, unless it is considered that there are likely to be significant environmental effects.

Overview of draft Sustainable Urban Drainage Systems SPD

9. The purpose of the draft Sustainable Urban Drainage Systems SPD is to provide further guidance on the implementation of LPS policy SE 13 ("Flood Risk and Water Management").
10. It is important to note that policies in the LPS were the subject of Sustainability Appraisal, which incorporated the requirements of the SEA regulations (as part of an Integrated Sustainability Appraisal). The likely significant environmental effects have

already been identified and addressed – the SPD merely provides guidance on existing policies. The LPS Integrated Sustainability Appraisal has informed this SPD screening assessment.

11. SEA has been undertaken for policy SE13 (“Flood Risk and Water Management”) as part of the Integrated Sustainability Appraisal that supported the LPS. For the purposes of compliance with the UK SEA Regulations and the EU SEA directive, the following reports comprised the SA “Environmental Report”:

- SD 003 – LPS Submission Sustainability (Integrated) Appraisal (May 2014);
- PS E042 – LPS Sustainability (Integrated) Appraisal of Planning for Growth Suggested Revisions (August 2015);
- RE B006 – LPS Sustainability (Integrated) Appraisal Suggested Revisions to LPS Chapters 9-14 (September 2015);
- RE F004 – Sustainability (Integrated) Appraisal – Proposed Changes (March 2016);
- PC B029 – Sustainability (Integrated) Appraisal - Proposed Changes to Strategic and Development Management Policies (July 2016);
- PC B030 – Sustainability (Integrated) Appraisal - Proposed Changes to Sites and Strategic Locations (July 2016);
- MM 002 - Sustainability (Integrated) Appraisal - Main Modifications Further Addendum Report.

12. In addition, an SA adoption statement was prepared in July 2017 to support the adoption of the LPS. It should also be noted that the emerging SADPD and the policies contained in it have also been supported by a Sustainability Appraisal (incorporating the requirements for the SEA directive).

SEA Screening Process

13. The council is required to undertake a SEA screening to assess whether the draft Sustainable Urban Drainage Systems SPD is likely to have significant environmental effects. If the draft Sustainable Urban Drainage Systems SPD is considered unlikely to have significant environmental effects through the screening process, then the conclusion will be that SEA is not necessary. This is considered in Table 1 below:-

Table 1: Establishing the need for a SEA

Stage		Decision	Rationale
1.	Is the SPD subject to preparation and/or adoption by a national, regional or local authority OR prepared through a legislative procedure by Parliament or Government? (Art. 2 (a)).	Yes	The SPD will be prepared and adopted by Cheshire East Borough Council.
2.	Is the SPD required by legislation, regulatory or administrative provisions? (Article. 2 (a)).	No	The Council's Local Development Scheme (2020 – 2022) does not specifically identify the need to produce a draft Sustainable Urban Drainage Systems SPD.
3.	Is the SPD prepared for agricultural, forestry, fisheries, energy, industry, transport, waste management, telecommunications, tourism, town and country planning or land use, AND does it set a framework for future development consent of projects in Annexes I and II to the EIA Directive? (Article 3.2 (a)).	No	The SPD is being prepared for town and country planning use. It does not set a framework for future development consent of projects in Annexes I and II to the EIA Directive (Article 3.2 (a)). Whilst some developments to which the guidance in the SPD applies would fall within Annex II of the EIA Directive at a local level, the SPD does not specifically plan for or allow it.
4.	Will the SPD, in view of its likely effect on sites, require an assessment under Article 6 or 7 of the Habitats Directive? Art 3.2 (b)).	No	A Habitats Regulations Assessment has been undertaken for the LPS and emerging SADPD. The SPD does not introduce new policy or allocate sites for development. Therefore, it is not considered necessary to undertake a HRA assessment for the SPD. This conclusion has been supported by an HRA screening assessment as documented through this report.
5	Does the SPD determine the use of small areas at local level, OR is it a minor modification of a PP subject to Art. 3.2? (Art 3.3)	No	The SPD will not determine the use of small areas at a local level. The SPD provides guidance on the how applicants should demonstrate the delivery of Sustainable Urban Drainage Systems, but it does not specifically determine the use of small areas at a local level. The SPD will be a material consideration in decision taking.
6.	Does the SPD set the framework for future development consent of projects (not just projects in Annexes to the EIA Directive)? (Art. 3.4)	No	The LPS and emerging SADPD provide the framework for the future consent of projects. The SPD elaborates upon approved and emerging policies and does not introduce new policy or allocate sites for development.

14. The SPD is considered to not have a significant effect on the environment and therefore SEA is not required. However, for completeness, Table 2 assesses whether the draft SPD will have any significant environmental effects using the criteria set out

in Annex II of SEA Directive 2001/42/EC¹ and Schedule 1 of the Environmental Assessment of Plans and Programmes Regulations 2004².

Table 2: assessment of likely significance of effects on the environment

SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects, scope and influence of the document	Is the Plan likely to have a significant environmental effect (Yes / No)
1.Characteristics of the SPD having particular regard to:		
(a) The degree to which the SPD sets out a framework for projects and other activities, either with regard to the location, nature, size or operating conditions or by allocating resources.	<p>Guidance is supplementary to policies contained in the LPS and emerging SADPD, both of which have been the subject of SA / SEA. The policies provide an overarching framework for development in Cheshire East.</p> <p>The draft Sustainable Urban Drainage Systems SPD provides further clarity and certainty to form the basis for the submission and determination of planning applications, consistent with policies in the LPS.</p> <p>Final decisions will be determined through the development management process.</p> <p>No resources are allocated.</p>	No
(b) The degree to which the SPD influences other plans and programmes including those in a hierarchy.	The draft SPD is in general conformity with the LPS, which has been subject to a full Sustainability Appraisal (incorporating SEA). It is adding more detail to the adopted LPS and other policies in the Development Plan including the emerging SADPD, which has itself been the subject of Sustainability Appraisal. Therefore, it is not considered to have an influence on any other plans and programmes.	No
(c) The relevance of the SPD for the integration of environmental considerations in particular with a view to promoting sustainable development.	The draft SPD promotes sustainable development, in accordance with the NPPF (2019) and LPS policies. The LPS has been the subject of a full Sustainability Appraisal (incorporating SEA). The draft SPD has relevance for the integration of environmental considerations and promotes sustainable development by providing guidance on the delivery of	No

¹ <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32001L0042&from=EN>

² http://www.legislation.gov.uk/uksi/2004/1633/pdfs/ukxi_20041633_en.pdf

SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects, scope and influence of the document	Is the Plan likely to have a significant environmental effect (Yes / No)
	Sustainable Urban Drainage Systems in the borough.	
(d)Environmental problems relevant to the SPD.	There are no significant environmental problems relevant to the SPD.	No
(e)The relevance of the SPD for the implementation of Community legislation on the environment (for example plans and programmes related to waste management or water protection).	The draft SPD will not impact on the implementation of community legislation on the environment.	No
2.Characteristics of the effects and area likely to be affected having particular regard to:		
(a)The probability, duration, frequency and reversibility of the effects.	The draft SPD adds detail to adopted LPS policy; itself the subject of SA.	No
(b)The cumulative nature of the effects of the SPD.	The draft SPD adds detail to adopted LPS policy, itself the subject of SA. The SA associated with the LPS and emerging SADPD have considered relevant plans and programmes. No other plans or programmes have emerged that alter this position.	No
(c)The trans-boundary nature of the effects of the SPD.	Trans-boundary effects will not be significant. The draft SPD will not lead to any transboundary effects as it just providing additional detail regarding the implementation of policy SE13 in the LPS and does not, in itself, influence the location of development.	No
(d)The risks to human health or the environment (e.g. due to accident).	The draft SPD will not cause risks to human health or the environment as it is adding detail to environmental policies in the Local Plan.	No
(e)The magnitude and spatial extent of the effects (geographic area and size of the population likely to be affected) by the SPD.	The draft SPD covers the Cheshire East administrative area. The draft SPD will assist those making planning applications in the borough.	No
(f)The value and vulnerability of the area likely to be affected by the SPD due to: <ul style="list-style-type: none">• Special natural characteristics of cultural heritage	The draft SPD will not lead to significant effects on the value or vulnerability of the area. It is adding detail regarding the implementation of environmental policy SE13 in the LPS, and does not, in itself, influence the location of development.	No

SEA Directive Criteria Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects, scope and influence of the document	Is the Plan likely to have a significant environmental effect (Yes / No)
<ul style="list-style-type: none"> Exceeded environmental quality standards or limit values Intensive land use. 		
(g)The effects of the SPD on areas or landscapes which have recognised national Community or international protected status.	The SPD does not influence the location of development, so will not cause effects on protected landscape sites.	No

Conclusion and SEA screening outcome

15. Following consultation on the first draft SPD, changes have been made to the document. However, the guidance has not changed significantly and no concerns were raised by the statutory bodies.

16. The final draft SPD is not setting new policy; it is supplementing and providing further guidance on an existing LPS policy. Therefore, it is considered that an SEA is not required on the draft Sustainable Urban Drainage Systems SPD. This conclusion will be revisited following consideration of the views of the three statutory consultees (the Environment Agency, Historic England and Natural England) during the final consultation and if there are significant changes to the SPD following public consultation.

Habitats Regulations Assessment Statement

17. The Council has considered whether its planning documents would have a significant adverse effect upon the integrity of internationally designated sites of nature conservation importance. European Directive 92/43/EEC on the Conservation of Natural Habitats and Wild Flora and Fauna (Habitats Directive) provides legal protection to habitats and species of European importance. The principal aim of this directive is to maintain at, and where necessary restore to, favourable conservation status of flora, fauna and habitats found at these designated sites.
18. The Directive is transposed into English legislation through the Conservation of Habitats and Species Regulations 2017 (a consolidation of the amended Conservation of Habitats and Species Regulations, 2010) published in November 2017.
19. European sites provide important habitats for rare, endangered or vulnerable natural habitats and species of exceptional importance in the European Union. These sites consist of Special Areas of Conservation (SACs, designated under the EU Directive 92/43/EEC on the conservation of natural habitats and of fauna and flora (Habitats Directive)), and Special Protection Areas (SPAs, designated under EU Directive 2009/147/EC on the conservation of wild birds (the Birds Directive)). Government policy requires that Ramsar sites (designated under the International Wetlands Convention, UNESCO, 1971) are treated as if they are fully designated European sites for the purposes of considering development proposals that may affect them.
20. Spatial planning documents may be required to undergo Habitats Regulations Screening if they are not directly connected with or necessary to the management of a European site. As the draft Sustainable Urban Drainage Systems SPD is not connected with, or necessary to, the management of European sites, the HRA implications of the SPD have been considered.
21. A judgement, published on the 13 April 2018 (People Over Wind and Sweetman v Coillte Teoranta (C-323/17) clarified that measures intended to avoid or reduce the harmful effects of a proposed project on a European site may no longer be taken into account by competent authorities at the Habitat Regulations Assessment “screening stage” when judging whether a proposed plan or project is likely to have a significant effect on the integrity of a European designated site.
22. Both the LPS and emerging SADPD have been subject to HRA.

23. The draft Sustainable Urban Drainage Systems SPD does not introduce new policy; it provides further detail to those policies contained within the LPS. The HRA concluded that policies s SE 13 “Flood Risk and Water Management” could not have a likely significant effect on a European Site. The same applies to the draft Sustainable Urban Drainage Systems SPD. The draft Sustainable Urban Drainage Systems SPD in itself, does not allocate sites and is a material consideration in decision taking, once adopted.
24. The draft Sustainable Urban Drainage Systems SPD either alone or in combination with other plans and programmes, is not likely to have a significant effect on any European site. Therefore, a full Appropriate Assessment under the requirements of the Habitats Regulations is not required.

Conclusion and HRA screening outcome

25. Subject to views of the three statutory consultees (the Environment Agency, Historic England and Natural England), this screening report indicates that an Appropriate Assessment under the Habitats Regulations is not required.

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EQUALITY IMPACT ASSESSMENT

TITLE: Draft Sustainable Urban Drainage Systems (SuDS) Supplementary Planning Document (“SPD”)

VERSION CONTROL

Date	Version	Author	Description of Changes
24.05.2021	1	Tom Evans	Initial Draft
-	-	Sarah Walker	EDI sign off
18.05.2023	2	Tom Evans	Final Draft

EQUALITY IMPACT ASSESSMENT

CHESHIRE EAST COUNCIL - EQUALITY IMPACT ASSESSMENT

Stage 1 Description: Fact finding (about your policy / service / service users)

Department	Strategic Planning
Service	Environmental and Neighbourhood Services
Date	18/05/2023
Type of document (mark as appropriate)	Strategy
<u>Version</u>	1.0
Lead officer responsible for assessment	Tom Evans, Interim Environmental Planning Manager
Other members of team undertaking assessment	Tom Evans, Interim Environmental Planning Manager
Is this a new/ existing/ revision of an existing document	YES

<p>Title and subject of the impact assessment (include a brief description of the aims, outcomes , operational issues as appropriate and how it fits in with the wider aims of the organisation)</p> <p>Please attach a copy of the strategy/ plan/ function/ policy/ procedure/ service</p>	<p>Draft Sustainable Drainage Systems Supplementary Planning Document (“SPD”)</p> <p><u>Background</u></p> <p>Supplementary Planning Documents (“SPDs”) provide further detail to the policies contained in the development plan. They can be used to provide guidance for development on specific sites, or on particular issues, such as design. SPDs are capable of being a material consideration in planning decisions but are not part of the development plan. They must be consistent with national planning policy, must undergo consultation and must be in conformity with policies contained within the Local Plan.</p> <p>The council has prepared a draft Sustainable Urban Drainage System (SuDS) SPD for consultation. The draft SPD provides additional guidance on the implementation of policy SE13 (“Flood Risk and Water Management”), in the council’s Local Plan Strategy, adopted in July 2017, and policy ENV16 (“Surface Water Management and Flood Risk”) of the Site Allocations and Development Policies Document (adopted December 2022). The SPD, once adopted, should assist applicants when making planning applications, and the council in determining them. The SPD provides further guidance on existing policies, rather than setting a new policy approach in relation to flood risk and water management.</p>
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EQUALITY IMPACT ASSESSMENT

	<p>The SPD has been prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended by the Local Planning, Development Management Procedure, Listed Buildings etc (England) (Coronavirus) (Amendment) Regulations 2020), the National Planning Policy Framework and National Planning Practice Guidance.</p> <p>An Equalities Impact Assessment was prepared alongside the integrated Sustainability Appraisal work which supported the Local Plan Strategy. An Equalities Impact Assessment was also prepared to support the Site Allocations and Development Policies Document. The assessments found that the LPS and SADPD policies (including policies particularly relevant to the SPD) are unlikely to have negative effects on protected characteristics or persons identified under the Equality Act 2010.</p>
Who are the main stakeholders and have they been engaged with? (e.g. general public, employees, Councillors, partners, specific audiences, residents)	Public consultation will take place on the final draft SPD for four weeks in accordance with the Town and Country Planning ((Local Planning) (England) Regulations 2012) and the council's adopted Statement of Community Involvement. This will include the development industry, general public, town and parish councils, statutory consultees, elected members, and consultees who have registered on the strategic planning database.
What consultation method(s) did you use?	<p>The council prepares a Statement of Community Involvement which provides detail on how it will consult on Local Plan documents and SPDs. This includes the availability of documents, how residents and stakeholders will be notified etc. The council's Local Plan consultation database, which will be used to notify consultees of the consultation, also includes a number of organisations who work alongside groups with protected characteristics in the borough.</p> <p>Consultation has taken place on the draft SPD, and all comments received have been reviewed and considered whilst in making changes to the first draft document. A report of consultation has been prepared and will be published alongside the final version of the SPD, which will also be subject to further consultation.</p> <p>This EIA will be kept updated as the draft SPD progresses.</p>

Stage 2 Initial Screening

Who is affected and what evidence have you considered to arrive at this analysis?	Ward councillors. Those living and working in the borough, property owners, landowners and developers, clinical commissioning group, special interest groups.
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EQUALITY IMPACT ASSESSMENT

(This may or may not include the stakeholders listed above)	
Who is intended to benefit and how?	Local communities including landowners and developers. The SPD will provide additional guidance on the implementation of existing planning policies related to the assessment of planning applications on matters relating to managing water and flood risk providing guidance on how developers should work with the landscape of a site to manage water (rather than introducing an engineering led approach). Building in landscape features that help to disperse and manage surface water is beneficial to all communities through increasing the provision of natural environmental services, reducing flood risk from surface water and improving design in new development. The means through which SuDS are achieved may also improve access to green space and recreation opportunities in new and existing development.
Could there be a different impact or outcome for some groups?	No, the SPD builds upon existing planning policy guidance and provides further information about how the council will consider planning applications. The provision of guidance on how SuDS should be implemented will assist in clarifying what types of design are acceptable in Cheshire East. The SPD, in applying additional guidance to assist in the interpretation of planning policies should be beneficial to a wide variety of groups including communities, landowners and developers.
Does it include making decisions based on individual characteristics, needs or circumstances?	No, the introduction of the SPD is not based on individual characteristics, needs or circumstances. The SPD includes information on the management of water in new development. The content of the SPD does not relate directly to the characteristics of human populations.
Are relations between different groups or communities likely to be affected? (eg will it favour one particular group or deny opportunities for others?)	No, the SPD is not intended to affect different groups or communities in this way.
Is there any specific targeted action to promote equality? Is there a history of unequal outcomes (do you have enough evidence to prove otherwise)?	No, the SPD is not intended to target any group and will be consulted upon in line with the council's Statement of Community Involvement.

Is there an actual or potential negative impact on these specific characteristics?	Yes/ No
Age	Unknown
Disability	Unknown
Gender reassignment	Unknown

EQUALITY IMPACT ASSESSMENT

Marriage & civil partnership	Unknown
Pregnancy & maternity	Unknown
Race	Unknown
Religion & belief	Unknown
Sex	Unknown
Sexual orientation	Unknown

The SPD may have an impact those living and working in the borough.

The draft SuDS SPD provides further guidance on the implementation of LPS policy SE13 “Flood Risk and Water Management” to support the delivery of SuDS solutions that improve design and work with the landscape of a site. The SPD also provides guidance on policy requirements and methods that applicants can use to demonstrate compliance with relevant policies in the Development Plan.

The guidance in the SPD may be beneficial as it will assist in supporting the long-term ability of development to mitigate the impacts of climate change, that can support the economy, recreation and leisure opportunities for human populations.

The SPD provides further guidance on the policy approach set out in the Local Plan Strategy.



No negative impacts are identified at this stage in relation to any of the specific characteristics. However, public consultation will be undertaken, and this may raise issues officers are not currently aware of.

The EIA will be reviewed (and updated) once the initial consultation has taken place.

Characteristic	What evidence do you have to support your findings? (quantitative and qualitative) Please provide additional information that you wish to include as appendices to this document, i.e., graphs, tables, charts	Yes/ No
Age		To be carried out
Disability		To be carried out
Gender reassignment		To be carried out
Marriage & civil partnership		To be carried out

EQUALITY IMPACT ASSESSMENT

Pregnancy & maternity		To be carried out
Race		To be carried out
Religion & belief		To be carried out
Sex		To be carried out
Sexual orientation		To be carried out

Lead officer sign off	
Date	18/05/2023
Head of service sign off	
Date	18/07/23

OPEN

Environment and Communities Committee

27 July 2023

Provisional Financial Outturn 2022/23

Report of: Alex Thompson: Director of Finance and Customer Services

Report Reference No: EC/17/23-24

Ward(s) Affected: Not applicable

Purpose of Report

- 1 This report provides members with an overview of the Cheshire East Council provisional outturn for the financial year 2022/23. Members are being asked to consider the financial performance of the Council relevant to their terms of reference.
- 2 Reporting the financial outturn at this stage, and in this format supports the Council's vision to be an open Council as set out in the Corporate Plan 2021 to 2025. In particular, the priorities for an open and enabling organisation, ensure that there is transparency in all aspects of council decision making.
- 3 The report also provides an early update on performance in 2023/24, in respect of the approved budget policy changes made in the MTFS 2023/24-27, at Council in February 2023.

Executive Summary

- 4 This report outlines how the Council managed its resources through sound financial planning, monitoring, and reporting to achieve outcomes and value for money. The report includes a narrative from the Council's Draft Group Accounts, to highlight financial performance within the year, as well as associated appendices to show how the Council has achieved against the priorities contained within the Corporate Plan as well as other important financial matters.

- 5 The full report was received by Corporate Policy Committee on 11 July. Service Committees will receive the sections relevant to their committee.
- 6 The Outturn is reported as part of the Statutory Accounts and is therefore subject to audit. The audited Accounts will be presented to the Audit and Governance Committee on 28 September 2023.
- 7 The annexes and appendices attached to this report set out details of the Council's financial performance:
- 8 Corporate Policy Committee Provisional Financial Outturn 2022/23 covering report.
- 9 **Annex 1** – Narrative from the Draft Group Accounts – Provides context of the area and its people, commentary on performance and introduces the financial statements of the Council and the wider Group of Companies for the period 1 April 2022 to 31 March 2023.
- 10 **Annex 2** – Sets out the financial stability context and reasons for the outturn position. The annex contains the relevant appendix for each service committee relating to revenue and capital budgets, debt and reserves.
- 11 **Annex 3** – Update on performance from the MTFS 2023-27 on approved budget policy change items. A full review will be provided in at First Review in the September cycle of Committee meetings.
- 12 The 2023/24 – 2026/27 Medium-Term Financial Strategy (MTFS) approved in February 2023 included proposal MTFS-88 Closed Cemeteries relating to the closed cemeteries which were likely to be coming over to CEC as a statutory obligation to maintain during 2023/24.
- 13 The council has completed the statutory obligations to enact and accept transfer of maintenance responsibilities for Wybunbury Closed Churchyard. The 1972 Local Government Act states that on production of a relevant Closure Order, Parish Councils must uphold the notice request for transfer of maintenance from a Parochial Parish Council.
- 14 The costs associated with the capital works are based on estimates from site baseline conditioning surveys undertaken by the Councils Assets team for the infrastructure maintenance elements at St Chads, Wybunbury.
- 15 The business case included inflation (at 5% for the duration), and a contingency of 10% on capital costs.

16 Estimated Capital Costs

Capital	2023/24 £	2024/25 £	2025/26 £	Ongoing Uplift (PA)	Combined Total £
St Chads, Wybunbury	198,402	£9,920	£10,416.10	5%	£218,738.10

- 17 The HLBC set out the reasons and requirements for both the revenue and capital implications of the proposal. The MTFS report set out the revenue implications (MTFS Report page 90) however the associated capital allocations and how it was to be funded was to be agreed once the revenue proposal has been approved as part of the MTFS.
- 18 In consultation with the Director of Finance and Customer Services, S.151 Officer, funding has been identified from within the Strategic Capital Projects allocation to fund this project. An Officer Decision record will be required to vire the funds to the Environment & Communities Committee.

RECOMMENDATIONS

The Environment and Communities Committee to:

1. Consider the report of the Corporate Policy Committee ([Agenda for Corporate Policy Committee on Tuesday, 11th July, 2023, 10.00 am | Cheshire East Council](#)).
2. Consider the financial performance of the Council in the 2022/23 financial year relevant to their terms of reference.
3. Consider the delegated decisions relating to supplementary revenue estimates for specific grants coded directly to services in accordance with Financial Procedure Rules as detailed in **Section 2 of each Committee Appendix (Annex 2)**.
4. Consider the update on performance with regard to the MTFS 2023-27 approved budget policy change items, in respect of Services within the remit of the Committee **(Annex 3)**.
5. Consider a virement for £218,718.10 that will be approved by the Director of Finance and Customer Services in consultation with the chair of the

Environment and Communities Committee and the chair of the Finance Sub-Committee to fund the works required at St Chads Churchyard, Wybunbury.

Reasons for Recommendations

- 19 Committees are responsible for discharging the Council's functions within the Budget and Policy Framework provided by Council. The Budget will be aligned with Committee and Head of Service responsibilities as far as possible.
- 20 Budget holders are expected to manage within the budgets provided by full Council. Committee and Sub-Committees are responsible for monitoring financial control and making decisions as required by these rules.

Access to Information	
Contact Officer:	<p>Alex Thompson</p> <p>Director of Finance and Customer Services (Section 151 Officer)</p> <p>alex.thompson@cheshireeast.gov.uk</p> <p>01270 685876</p>
Appendices:	<p>Corporate Policy Committee Provisional Financial Outturn 2022/23 which includes:</p> <p>Annex 1 – Narrative from the Draft Group Accounts</p> <p>Annex 2 – Provisional Financial Outturn 2022/23</p> <p>Annex 3 – Update on tracked MTFS 2023-27</p> <p>Approved Budget Policy Change items</p>
Background Papers:	<p>The following are links to key background documents:</p> <p>Medium-Term Financial Strategy</p> <p>First Financial Review 2022/23</p> <p>Financial Review 2022/23</p> <p>Financial Review Update 2022/23</p> <p>2022/23 Financial Update</p> <p>Statement of Accounts and Annual Governance Statement (cheshireeast.gov.uk)</p>

OPEN

Corporate Policy Committee

11 July 2023

Provisional Financial Outturn 2022/23

Report of: Alex Thompson: Director of Finance and Customer Services

Report Reference No: [To be provided by Democratic Services]

Ward(s) Affected: Not applicable

Purpose of Report

- 1 This report provides members with an overview of the Cheshire East Council provisional outturn for the financial year 2022/23. Members are being asked to consider the financial performance of the Council. The report also proposes treatment of year end balances that reflects risks identified in the Medium-Term Financial Strategy which was approved by Council in February 2023.
- 2 Highlighting financial performance across all Departments, and within Central Budgets shows how the Council is achieving its financial strategies and managing financial control and accountability.
- 3 Reporting the financial outturn at this stage, and in this format supports the Council's vision to be an open Council as set out in the Corporate Plan 2021 to 2025. In particular, the priorities for an open and enabling organisation, ensure that there is transparency in all aspects of council decision making.
- 4 The report also provides an early update on performance in 2023/24, in respect of the approved budget policy changes made in the MTFS 2023/24-27, at Council in February 2023.

Executive Summary

- 5 This report outlines how the Council managed its resources through sound financial planning, monitoring, and reporting to achieve outcomes and value for money. The report includes a narrative from the Council's Draft Group Accounts, to highlight financial performance within the year, as well as associated appendices to show how the Council has

achieved against the priorities contained within the Corporate Plan as well as other important financial matters.

- 6 The Outturn is reported as part of the Statutory Accounts and is therefore subject to audit. The audited Accounts will be presented to the Audit and Governance Committee on 28 September 2023.
- 7 The annexes and appendices attached to this report set out details of the Council's financial performance:
- 8 **Annex 1** – Narrative from the Draft Group Accounts – Provides context of the area and its people, commentary on performance and introduces the financial statements of the Council and the wider Group of Companies for the period 1 April 2022 to 31 March 2023.
- 9 **Annex 2** – Sets out the financial stability context and reasons for the outturn position. The annex contains an appendix for each service committee relating to revenue and capital budgets, debt and reserves. The Corporate Policy Committee will also receive appendices with updates to the Treasury Management Strategy and Investment Strategy as at 31 March 2023.
- 10 **Annex 3** – Update on performance from the MTFS 2023-27 on approved budget policy change items. A full review will be provided in at First Review in the September cycle of Committee meetings.

RECOMMENDATIONS

The Corporate Policy Committee is recommended to:

1. Consider the overall financial performance of the Council in the 2022/23 financial year, as contained within the report, as follows:
 - a) A Net Revenue Overspend of £6.0m against a revised budget of £318.7m (1.9% variance) funded by the drawdown of £5.2m from the MTFS Earmarked Reserve and a reduction in the planned contribution to General Reserves by £0.8m.
 - b) General Reserves closing balance of £14.1m.
 - c) Capital Spending of £116.4m against an approved programme of £125.2m (7.0% variance).
2. Consider the contents of each of the following annexes:
 - a) **Annex 1 – Narrative from the Draft Group Accounts** – Provides context of the area and its people, commentary on performance and introduces the financial statements of the Council and the wider Group of Companies for the period 1 April 2022 to 31 March 2023.

- b) **Annex 2 – Financial Stability** section provides information on the overall financial stability and resilience of the Council. Further details are contained in the appendices.
 - **Appendix 1** Adults and Health Committee.
 - **Appendix 2** Children and Families Committee.
 - **Appendix 3** Corporate Policy Committee.
 - **Appendix 4** Economy and Growth Committee.
 - **Appendix 5** Environment and Communities Committee.
 - **Appendix 6** Finance Sub-Committee.
 - **Appendix 7** Highways and Transport Committee.
 - **Appendix 8** Update to the Treasury Management Strategy.
 - **Appendix 9** Update to the Investment Strategy.
 - c) **Annex 3 – Update on tracked MTFS 2023-27 approved budget policy change items.**
3. Approve supplementary capital estimates (SCE) up to and including £1,000,000 and Capital Virements up to and including £5,000,000 in accordance with Financial Procedure Rules as detailed in **Annex 2: Appendix 6, Section 4, Table 5.**
4. Note that Council will be asked to approve:
 - a) Fully funded supplementary revenue estimates over £1,000,000 in accordance with Financial Procedure Rules as detailed in **Annex 2: Appendix 6, Section 2, Table 3.**
 - b) Capital Supplementary Estimates over £1,000,000 in **Annex 2: Appendix 6, Section 4, Table 6.**
5. Recommend to Service Committees to:
 - a) Consider the financial performance of the Council in the 2022/23 financial year relevant to their terms of reference.
 - b) Consider the delegated decisions relating to supplementary revenue estimates for specific grants coded directly to services in accordance with Financial Procedure Rules as detailed in **Section 2 of each Committee Appendix (Annex 2).**
 - c) Approve supplementary revenue estimates (SRE) over £500,000 up to and including £1,000,000:
 - i) Children and Families Committee **Annex 2: Appendix 2, Section 2, Table 2.**
 - d) Consider the update on performance with regard to the MTFS 2023-27 approved budget policy change items, in respect of Services within the remit of the Committee.

Background

- 11 The recommendations within the 2022/23 Financial Reviews and the Medium-Term Financial Strategy (MTFS) were clear in the treatment of the outturn and future reserve balances.
- 12 The MTFS recognised emerging risks such as inflation and particularly the Dedicated Schools Grant (DSG) deficit, which highlighted there is no alternative funding.
- 13 The financial outturn for Cheshire East Council is an overspend of £6.0m. This is net of appropriate allocations to useable reserves. Further detail is provided in **Table 1** and **Annex 2**.
- 14 **Table 1:** Total Net Revenue Budget is overspent by £6.0m

2022/23 Outturn Review	Revised Budget (NET) £m	Provisional Outturn £m	Provisional Outturn Variance £m	Change since Third Review £m
Service Committee				
Adults and Health	121.7	132.2	10.5	1.6
Children and Families	78.6	83.8	5.2	1.7
Corporate Policy	39.7	39.0	(0.7)	(1.1)
Economy and Growth	23.0	21.3	(1.7)	(0.9)
Environment and Communities	43.6	45.8	2.2	(0.7)
Highways and Transport	13.7	12.1	(1.6)	(1.4)
Sub-Committee				
Finance Sub	(320.3)	(328.2)	(7.9)	(0.9)
TOTAL	-	6.0	6.0	(1.7)
RELEASE OF RESERVES				
MTFS Reserve			(5.2)	-
General Fund Reserve			(0.8)	1.7
TOTAL			-	-

- 15 To balance this position £5.2m was drawn down from the MTFS reserve, as forecast at the Third Financial review, with only £0.8m being required from the General Fund Reserve (£1.7m less than forecast).
- 16 General reserves have increased from £12.6m to £14.1m following the planned contributions to reserves, partly offset by the utilisation of £0.8m as noted above.

- 17 Expenditure on the capital programme is £116.4m against a revised forecast of £125.2m that was reported to the Finance Sub Committee on the 8 March 2023 as part of the Financial Update report. The underspend of £8.8m will be slipped into 2023/24 and budgets will be re-profiled as part of the outturn reporting. This level of slippage, at 7%, is the lowest variance on the Capital Programme in several years.
- 18 The original budget set in February 2022 was £185.2m, during 2022/23 project managers were asked to re-profile their forecasts resulting in the revised forecast of £125.2m. Capital receipts in year amounted to £4.9m against a forecast of £1.0m, in the first instance this improvement reduces potential borrowing costs. Treatment of capital receipts will be considered as part of the review of the Capital Strategy.
- 19 **Table 2:** Total Capital Expenditure and Funding for the financial years 2022/23, and 2023/24 to 2025/26.

	Outturn 2022/23 £m	Three Year Forecast			Total £m
		2023/24 £m	2024/25 £m	2025/26 £m	
Expenditure					
Children and Families	9.3	52.0	34.1	31.7	127.1
Adults and Health	0.0	0.5	0.0	0.0	0.5
Highways and Transport	65.6	69.6	77.4	128.4	341.0
Economy and Growth	21.0	93.4	55.2	78.7	248.3
Environment and Communities	13.2	11.3	16.7	0.6	41.8
Corporate Policy	7.3	13.6	9.7	5.9	36.5
Total Expenditure	116.4	240.4	193.1	245.3	795.2
Funding					
Grants and Other Contributions	53.8	159.9	141.6	139.1	494.4
Capital Receipts and Reserves	2.2	4.9	1.0	33.6	41.7
Borrowing	60.4	75.6	50.5	72.6	259.1
Total Funding	116.4	240.4	193.1	245.3	795.2

- 20 The Council's wholly owned companies' core contract expenditure was £37.94m in 2022/23, relating to services provided at cost for the Council. This position includes a net £1.5m of additional costs in year, relating to pay award pressures, significant inflation against contracts and materials, the legacy effects of Covid and increased demand for services; partly offset by improvements against waste tonnages, bereavement income and staffing vacancies, and other efficiencies. The net increase in cost is reflected in the Council's outturn position, mainly

against Environment & Communities Committee services, but also partly Highways & Transport Committee functions.

- 21 Ansa and Orbitas realised £0.356m in profits (after tax) from commercial activities. Although Transport Service Solutions (TSS) ceased trading on 31 March 2022, there were residual transactions in 2022/23, as part of winding down the company, generating a £0.106m surplus as at 31 March 2023, which will be paid as a final dividend in 2023/24. An interim dividend of £0.291m was paid in-year from TSS to the Council.
- 22 The Department of Levelling Up, Housing and Communities (DLUHC) put in place revised regulations stated that for that came into force on 22nd July 2022. The regulations stated that for the years 2022/23 to 2027/28 the deadline for the accounts to be signed off by has been extended from the 31 July to the 30 September.
- 23 The budget and policy framework sets out rules for managing the Council's financial affairs and contains the financial limits that apply in various parts of the Constitution. As part of sound financial management and to comply with the constitution any changes to the budgets agreed by Council in the MTFS require approval in line with the financial limits within the Finance Procedure Rules.

Consultation and Engagement

- 24 As part of the budget setting process the Pre-Budget Consultation provided an opportunity for interested parties to review and comment on the Council's Budget proposals. The budget proposals described in the consultation document were Council wide proposals and that consultation was invited on the broad budget proposals. Where the implications of individual proposals were much wider for individuals affected by each proposal, further full and proper consultation was undertaken with people who would potentially be affected by individual budget proposals.

Reasons for Recommendations

- 25 The recommendations in this report support the 'Reporting' element of the financial cycle.
- 26 The overall process for managing the Council's resources focuses on value for money, good governance, and stewardship. The approach to these responsibilities is captured in the Medium-Term Financial Strategy. Financial changes take place during the year and are authorised in line with the Constitution. This report sets out where further approvals are required.

- 27 This report provides strong links between the Council's statutory reporting requirements and the in-year monitoring processes for financial and non-financial management of resources.
- 28 Outturn reporting provides an opportunity to check performance and management of risks against the Medium-Term Financial Strategy. The four-year MTFS is balanced and approved by Council, but risks were identified as part of this process which could require access to reserves. Members had regard to such risks as the deficit in Dedicated School Grant reserves and potential liabilities associated with the Extra Care Housing PFI (Private Finance Initiative) Scheme when approving the budget. To ensure transparency on management of such risks it is proposed that the improvement in the outturn supports an increase in the General Reserves of the Council which enhances overall financial stability.

Other Options Considered

- 29 Outturn reporting could be delayed until post audit, to avoid the risk of provisional figures changing. This is not a recommended option as the audit completion certificate is not expected until September 2023. Delaying the reporting element of the financial cycle minimises the ability to react to issues during in-year monitoring. Provisional reporting has historically been accurate, so it is appropriate to react to the financial information provided in this report.
- 30 Positive variances, compared to the third quarter forecasts in 2022/23, could be allocated to budgets or reserves other than general reserves. This is not recommended as the MTFS has been agreed by Council with clear recognition of emerging risks that require mitigation. General Reserves are used to manage risk, in accordance with the Reserves Strategy. In the Planning cycle for the 2024/25 MTFS members will have to re-consider the robustness of all estimates and the overall adequacy of reserves based on up-to-date information and forecasts, which will include a review of the level of General Reserves

Implications and Comments

Monitoring Officer/Legal

- 31 The legal implications surrounding the process of setting the 2022 to 2026 Medium-Term Financial Strategy were dealt with in the reports relating to that process. The purpose of this paper is to provide a progress report at the final outturn stage in 2022/23.
- 32 Other implications arising directly from this report relate to the internal processes of approving supplementary revenue estimates,

supplementary capital estimates and virements referred to above which are governed by the Finance Procedure Rules.

Section 151 Officer/Finance

- 33 The Council's financial resources are agreed by Council and aligned to the achievement of stated outcomes for residents and communities. Monitoring and managing performance help to ensure that resources are used effectively, and that business planning and financial decision making are made in the right context.
- 34 The Council's Audit & Governance Committee is responsible for reviewing and analysing the Council's audited position at year-end. The Committee received the Draft Group Accounts on 8 June 2023, with final accounts due for approval by 30 September 2023 following public scrutiny, external auditing, and any associated recommendations to the Committee.
- 35 The forecast outturn for 2022/23, as reported within the MTFS, was used to inform the budget setting process for 2023/24. Analysis of the final outturn helps to inform the Council of potential issues arising for the 2023/24 budget or highlights potential underlying issues that can be managed in future budget setting cycles. It is important to note that the variations reported at outturn have not identified any significant risks to the 2023/24 budget.

Policy

- 36 This report is a backward look at Council activities during the final quarter.
- 37 The final outturn position, ongoing considerations for future years, and the impact on general reserves will be fed into the assumptions underpinning the 2024-28 Medium-Term Financial Strategy.

Equality, Diversity, and Inclusion

- 38 Any equality implications that arise from activities funded by the budgets that this report deals with will be dealt within the individual reports to Members or Officer Decision Records to which they relate.

Human Resources

- 39 This report is a backward look at Council activities at outturn and states the year end position. Any HR implications that arise from activities funded by the budgets that this report deals with will be dealt within the individual reports to Members or Officer Decision Records to which they relate.

Risk Management

- 40 Financial risks are assessed and reported on a regular basis, and remedial action taken if required. Risks associated with the achievement of the 2022/23 budget and the level of general reserves were factored into the 2023/24 financial scenario, budget, and reserves strategy.

Rural Communities

- 41 The report provides details of service provision across the borough.

Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (SEND)

- 42 The report provides details of service provision across the borough and notes the overspend on Children in Care.

Public Health

- 43 This report is a backward look at Council activities at the fourth quarter and provides the year end position. Any public health implications that arise from activities funded by the budgets that this report deals with will be dealt within the individual reports to Members or Officer Decision Records to which they relate.

Climate Change

- 44 There are no direct implications for climate change.

Access to Information	
Contact Officer:	<p>Alex Thompson</p> <p>Director of Finance and Customer Services (Section 151 Officer)</p> <p>alex.thompson@cheshireeast.gov.uk</p> <p>01270 685876</p>
Appendices:	<p>Annex 1 – Narrative from the Draft Group Accounts</p> <p>Annex 2 – Provisional Financial Outturn 2022/23</p> <p>Annex 3 – Update on tracked MTFS 2023-27</p> <p>Approved Budget Policy Change items</p>

<p>Background Papers:</p>	<p>The following are links to key background documents:</p> <p><u>Medium-Term Financial Strategy</u></p> <p><u>First Financial Review 2022/23</u></p> <p><u>Financial Review 2022/23</u></p> <p><u>Financial Review Update 2022/23</u></p> <p><u>2022/23 Financial Update</u></p> <p><u>Statement of Accounts and Annual Governance Statement (cheshireeast.gov.uk)</u></p>
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Narrative Report 2022/23

An introduction to Cheshire East, the place

Cheshire East Council is an all-purpose 'unitary' local authority providing key public services to 398,800 local residents in Northwest England. The borders include the towns of Macclesfield, Congleton and Crewe. The area lies between the urban areas of Manchester to the North and Stoke-on-Trent to the South. Cheshire East covers a largely rural area of approximately 117,000 hectares, this makes the Council one of the largest local authorities in England.

The Council operates a model which matches the most appropriate service provider in terms of quality and cost to meet the needs of residents. The Group now consists of the Council and its wholly owned companies and associate. The accounts for all these organisations, where significant, are combined with the Council's accounts to produce the Cheshire East Group accounts.

The Group is focused on achieving outcomes, in line with the Corporate Plan, by providing quality local services that maximises value for money for local taxpayers.

Cheshire East Council is a multifunctional and complex organisation; its policies are developed by elected Councillors and implemented by professional officers.

During 2022/23 one company, partially owned by the Council (Cheshire and Warrington Local Enterprise Partnership Limited), also provided services to residents of Cheshire West and Chester and Warrington and is jointly owned with those Councils.

The most significant services provided by the Group are:

- Social Care
- Education
- Planning
- Highways
- Waste Management
- Economic Regeneration

Cheshire East, the people

Population: The Office for National Statistics released its latest (mid-2021) population estimates for local authorities in December 2022. These estimates show¹:

- Growth in the population for Cheshire East, which now stands at 400,500 residents – an increase of 29,800 from the mid-2011 figure.
- Cheshire East remains the third largest of the 39 district and unitary local authorities in the North West – behind Manchester and Liverpool – and fourteenth largest in England.
- The oldest age group (those aged 90 and above) increased by a third (33 per cent) in Cheshire East, which is above the England average (23 per cent).
- The largest percentage increase was in individuals aged 70 to 74, which was up by nearly half (45 per cent) – again above the England average (36 per cent). There was also an increase of 20 per cent more in the population aged 75 to 79 (up 36 per cent), 80 to 84 (20 per cent) and 85 to 89 (21 per cent); these were also above the England averages.

¹ Source: Office for National Statistics (ONS) mid-year population estimates for 2021 (December 2022 release) and 2011. ONS Crown Copyright.

- Some younger age groups also increased their numbers by 20 per cent or more: those aged 30-34 increased by a quarter (24 per cent), or twice the England average (12 per cent); and those aged 55 to 59 increased by 31 per cent (above the England average of 26 per cent).

Economy: Having a strong local economy is key to the Council's ambition to build economic growth, as is developing life skills to help people thrive and reach their potential. Economic data tells us:

- Cheshire East's unemployment rate is significantly below the regional and national averages. For the twelve-month period October 2021 to September 2022, the number of unemployed residents was estimated at 6,100. This equates to 3.2% of the economically active (employed or unemployed) population aged 16 and above (compared to 3.9% for the twelve-month period ending September 2021). The current rate is below the regional and national averages of 4.2% for the Northwest and 3.7% for Great Britain.²
- 5,520 of Cheshire East's residents were claiming out-of-work benefits as of January 2023, down from 5,645 in the previous month and 6,345 in January of 2022; this represents a continuing downward trend from the peak reached in January 2021 (10,165), a time when COVID-19 was still severely constraining economic activity. The current figure of 5,520 claimants equates to 2.3% of the Borough's working-age (16–64-year-old) population (down a little from the January 2022 rate of 2.6%, and well below the 4.2% rate recorded in January 2021); this is significantly less than the rates in the Northwest and the UK as a whole (4.1% and 3.6% respectively). For the Borough's 18–24-year-olds, the claimant rate is 3.9% (up slightly from 3.8% in January 2022, but lower than the 7.6% rate recorded for January 2021). This is higher than for other age groups (0.1% for 16–17-year-olds, 2.6% for 25-49s and 1.5% for those aged 50 to 64) but is below the rates for this age group in the Northwest and the UK as a whole (5.6% and 4.7% respectively).³
- Note that Government changes to the eligibility criteria for Universal Credit (in response to COVID-19) mean that claimants now include some people who are in work, but on low incomes.
- Average household income is high compared to the region and UK but fell slightly in 2020. The Borough's gross disposable household income (GDHI) per head for 2020 (£25,200) was 1.6% lower than the 2019 figure (£25,600); the UK as a whole also saw a decrease, but a proportionately smaller one (0.2%). It is likely that the 2019-20 changes partly reflect the impact of COVID-19 and the Government's policy response (of increased social support and redistributed public resources) benefiting some geographical areas of the UK more than others. Even so, GDHI per head in 2020 was 17.5% higher than in the UK (£21,400) and even further above the Northwest average (£18,900).⁴ Income levels vary widely within the Borough. In the financial year ending 2018, average (mean) gross annual household income in the Borough's MSOAs (the Middle Super Output Areas used by the Office of National Statistics) varied from an average of £32,700 in Cheshire East MSOA 036 (an area in the

² Source: Model-based estimates of unemployment, October 2020 – September 2021 to October 2021 – September 2022, ONS, NOMIS. ONS Crown Copyright. Note: Estimates of unemployment for regions and countries have been produced from Annual Population Survey data. Estimates at unitary authority level are from model-based estimates.

³ Sources: [1] Claimant Count, ONS, NOMIS. ONS Crown Copyright. Figures relate to January 2023, except where otherwise specified. [2] ONS mid-year population estimates for 2021 (December 2022 release). ONS Crown Copyright. Note: This claimant measure includes all Universal Credit claimants who are required to seek and be available for work, as well as all Jobseeker's Allowance (JSA) claimants.

⁴ Source: 'Regional gross disposable household income, UK: 1997 to 2020' data tables, ONS, October 2022. Figures quoted here are in current prices (that is, they include inflation).

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north of Crewe between Bentley and the train station, including part of Coppenhall) to £60,000 in MSOA 014 (the Tytherington part of Macclesfield).⁵

The Political Structure of the Council

As a politically led organisation Cheshire East has 82 elected members selected from 52 wards. The electorate in Cheshire East is one of the largest in the UK with almost 300,000 registered voters. Council Elections take place every four years.

During 2022/23 the political membership of the Council was as follows:

	2022/23
Conservative	30
Labour	24
Independent Group	17
Liberal Democrat	4
Non-grouped	4

The Council had three vacancies at the 31st March, following the deaths of two Councillors and one Councillor stepping down.

Details of Member Expenses for 2022/23 are available on the Cheshire East website.

The Council operates a 'committee system' form of governance, with six service committees, a Finance Sub-Committee, and a Scrutiny committee.

The Cheshire East Council Group Structure

Cheshire East Council is by far the largest service provider of the Group. It is important to recognise that the Council is a Local Authority whereas the other members of the Group are limited companies which are either wholly or partially owned by the Council. The Council must produce a balanced annual budget and aims to spend within that total. The private companies can focus on providing a profit from their commercial activities.

Cheshire East Residents First Limited (CERF) is the largest shareholder for Ansa Environmental Services Limited, Transport Service Solutions Limited and Orbitas Bereavement Services Limited. CERF owns an 80% shareholding in these companies with the remaining 20% being retained by Cheshire East Council. CERF is wholly owned by Cheshire East Council and acts as a holding company for the council owned companies.

Over the last three years the Council has been undertaking an extensive review of each of the wholly owned companies to consider the ever-changing environment in which services are

⁵ Source: Income estimates for small areas, England & Wales, financial year ending 2018, ONS, March 2020. Notes: [1] MSOAs are small geographical areas which the Office for National Statistics created for statistical purposes. They are intended to be of roughly equal size (in terms of population). There are just over 50 MSOAs in Cheshire East. [2] The figures quoted here do not take account of geographical differences in household size and composition, which will vary from MSOA to MSOA.

delivered, as well as the current strategic objectives of the Council and our future ambitions, as outlined in the Corporate Plan.

Decisions have previously been made to bring a number of the companies back in-house, these included Engine of the North and the Skills & Growth Company in 2019/20, Civicance Ltd from 1st April 2020 and Transport Service Solutions Ltd from 1st April 2022 noting that the strategic, planning, commissioning and procurement functions of these services are to be brought back in-house and delivered directly by Cheshire East Council from 1st April 2022 with operational functions being delivered through Ansa Environmental Services Ltd.

The Group Management Structure (2022/23)

Where services are not provided by directly employed staff the Council adopts a commissioning approach to ensure compliance and value for money. Although the Council owns the companies within the Group, either wholly or in part, each company is a single entity with its own governance arrangements which then reports into the Council's governance arrangements.

Supporting the work of elected Members is the organisational structure of the Council headed by the Corporate Leadership Team (CLT). This includes the key Statutory Officers to ensure they are represented at the senior level of the Council.

Company	Role	Name
Cheshire East Council	Chief Executive (Head of Paid Service)	Lorraine O'Donnell
(Gross Revenue Spend £793m; Capital Spend £116.4m)	Executive Directors:	
	• Executive Director Place	Jayne Traverse
	• Executive Director of Corporate Services	Jane Burns
	• Executive Director of Adults, Health and Integration	Helen Charlesworth-May
	• Executive Director of Children's Services	Deborah Woodcock
	Other Statutory Officers:	
	• Director of Governance and Compliance – Monitoring Officer	David Brown
	• Chief Finance Officer – Section 151 Officer	Alex Thompson
	• Director of Public Health	Matt Tyrer

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Wholly Owned Subsidiaries: 2022/23 position	Role	Name
Cheshire East Residents First (CERF)	Chair	Tom Shuttleworth
Ansa Environment Services Limited (Turnover £46m)	Chair	Cllr Steve Hogben
	Managing Director	Kevin Melling
Transport Service Solutions Limited (Turnover £0.6m)	Director	Tom Shuttleworth
Orbitas Bereavement Services Limited (Turnover £2.5m)	Chair	Cllr Joy Bratherton
	Managing Director	Kevin Melling
Tatton Park Enterprise Limited¹ (Turnover £0.86m)	Chair	Cllr Kathryn Flavell
	Directors	Cllr Kathryn Flavell Graham Jones Barry Burkhill (until 19th November 2022) Cllr Mark Goldsmith (appointed 3rd February 2023)
Associate:		
Cheshire & Warrington Local Enterprise Partnership Limited¹	Chair	Clare Hayward MBE, DL
	Chief Executive	Philip Cox

Note 1: Accounts for TPE & C&WLEP are not consolidated in 2022/23 on the grounds of materiality.

The subsidiary companies are led by management boards. These consist of a Managing Director, a Chairman and Directors. The Chairman and two directors are appointed from the elected representatives of the Council.

For a more complete list of appointments and further details on each organisation within the Cheshire East Group please refer to the following websites:

Cheshire East Council	www.cheshireeast.gov.uk
Ansa Environmental Services Limited	www.ansa.co.uk
Cheshire and Warrington Enterprise Partnership Limited	www.871candwep.co.uk

Accounts for Tatton Park Enterprise Limited will be published on the Tatton Park website:
www.tattonpark.org.uk

Accounts for each of the private companies within the Cheshire East Group will also be provided to Companies House as required.
(website: <https://www.gov.uk/government/organisations/companies-house>)

The Group has appropriate governance and control arrangements in place to support the proper management of resources. Each year the Council provides an Annual Governance Statement that

highlights how effective the processes and controls are during the year. The Audit and Governance Committee receive the Statement and consider any actions put in place in response to any issues being highlighted. It is important to read this Statement, which can be found on the Council's website alongside the Group Statement of Accounts to appreciate the proportionate level of control being exercised over the resources of the Group.

Group Employees

The Group employs a total of 4,082 people (excluding school-based employees).

	No.*	%
Cheshire East Council	3,599	88
Ansa Environmental Services Limited (ANSA)	443	11
Orbitas, Bereavement Services Limited	40	1
Total	4,082	100

*No. represents an average workforce for the year

The Corporate Plan

The Corporate Plan was approved by Council in February 2021. This sets out the three main Council priorities of Open, Fair and Green.

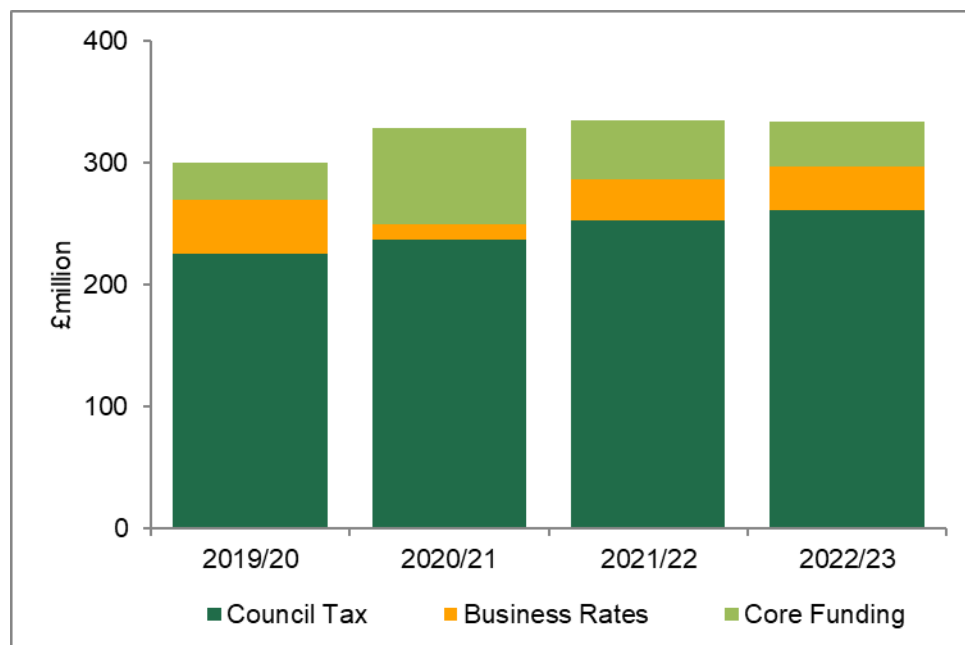


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Financial Overview

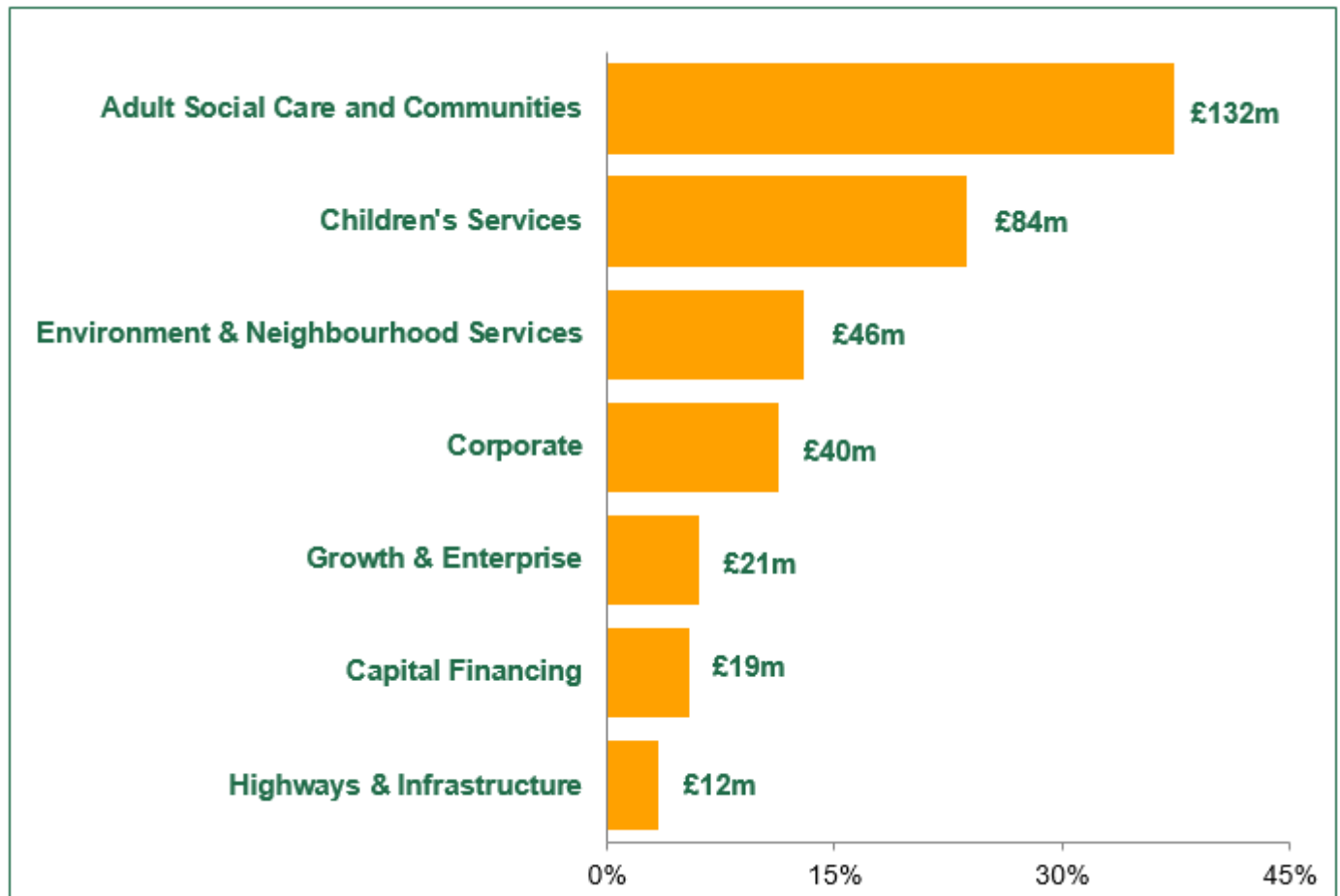
Compared to most other English authorities, Cheshire East is less reliant on Government revenue grant as local businesses and residents provide a high proportion of the overall funding through the payment of Council Tax and Business Rates.

Chart A: Most of the Council's funding comes from local tax payers.

**Most of the Council's £335m Services Net Budget is allocated to Social Care**

The Council invests in a wide range of service providers. Most of the money is spent on achieving social care and community outcomes. The difficult decisions to prioritise and allocate resources to commissioned services mainly rests with elected Members.

The significant majority of education funding is passed directly to maintained schools and payment of welfare benefits, although administered by the Council, are claimed back from the Government in full. These costs are not therefore included in the 'Net Budget'. At present public health expenditure is also ring-fenced for spending on public health services.

Chart B: Services for Children and Adults make up 61% of the Council's expenditure

Revenue Outturn position

The financial outturn for Cheshire East Council is an overspend of £6.0m. This is net of appropriate allocations to useable reserves.

The Council's wholly owned companies produced a positive outturn for the year, rebating £0.660m to the Council at outturn. This reflects the achievement of net cost savings against Council activities funded from the management fee. The wholly owned companies also realised £0.462m in profits from commercial activities. In addition, the Council received an interim dividend payment in-year from the Transport Service Solutions Ltd of £0.291m with a final dividend due upon closure of £0.106m in early 2023/24.

Overall revenue reserves of the Group have reduced from £100.3m to £81.1m. This is made up primarily from:

- General reserves for Cheshire East Council have increased from £12.6m to £14.1m.
- Earmarked reserves for Cheshire East Council of £61.6m
- Schools' reserves and balances of £5.4m.

The Council will be audited by Mazars LLP and each of the wholly owned subsidiaries of the Group will be separately audited by Grant Thornton UK LLP. Any findings will be reported to the relevant

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Board or Committee and the Audit and Governance Committee and reported on the website of each part of the Group.

Summary details of the relative management accounts for each entity within the Group are as follows:

Cheshire East Council reported an overspend of £6.0m to be funded from MTFs reserve (£5.2m) and General reserves (£0.8m)

2022/23 Outturn Review	Revised Budget (Net) £m	Third Quarter Over / (Underspend) £m	Final Outturn Over / (Underspend) £m
Service Directorates			
Adults, Health and Integration	121.7	8.9	10.5
Children and Families	78.6	3.5	5.2
Place	80.3	1.9	(1.2)
Corporate	39.7	0.4	(0.7)
Total Services Net Budget	320.3	14.6	13.8
Central Budgets			
Capital Financing	17.1	-	-
Transfer to / from Earmarked Reserves	(5.7)	(6.0)	(6.0)
Corporate Contributions / Central Budgets	(13.0)	(1.0)	(1.8)
Total Central Budgets	(1.6)	(7.0)	(7.8)
Total Net Budget	318.7	7.7	6.0
Business Rates Retention Scheme	(26.3)	-	-
Specific Grants	(36.5)	-	-
Council Tax	(253.8)	-	-
Funding	(318.7)	-	-
Net Position	(318.7)	7.7	6.0

The wholly owned subsidiaries reported an overall surplus.

Company	Turnover £000	Costs £000	Operating Profit/(Loss) £000	Interest Payable & Taxation £000	Net Profit /(Loss) £000
ANSA	45,614	45,160	454	171	283
TSS	595	513	82	(24)	106
Orbitas	2,502	2,432	70	(3)	73
Total	48,711	48,105	606	144	462

- Please note that a prior year adjustment of £455,000 that was not previously adjusted for in the Cheshire East Group Statement of Accounts for 2021/22, has been adjusted for in 2022/23, reducing the overall profit to £7,000.

National Economic pressures

2022/23 has been a particularly challenging year financially. Not only has the Council continued to deal with the legacy impact of the COVID-19 pandemic, but there have also been significant national economic pressures and a cost of living crisis, largely as a consequence of global events. Inflation, particularly driven by increases in fuel and energy prices, reached over 10 percent in 2022/23, compared to the Government's target of 2 percent. Interest rates reached 4.25 percent at end of March 2023, compared to 0.5 percent in February 2022. National economic forecasts suggest interest rates could continue to rise in 2023/24.

All services are impacted by rising inflation. The cost of delivering Council services and capital development activities are significantly increased. National wage inflation in 2022/23 was estimated at 6% and the average cost of council pay increases matched this.

In addition, like other councils across the country, Cheshire East Council is seeing increasing complexity and demand in services to support people who need additional help. More than 60 percent of the Council's net budget is spent on care services for adults and children.

To support Cheshire East residents, a Cost of Living Crisis Team has been created for those who are concerned about the increased cost of living; the Team advise residents on what support is available and where to get it.

The Council has also acted as an agent for Central Government, by passporting grants to residents and businesses affected by the cost of living crisis.

Performance Overview

The Council's outcomes, are achieved through a combination of staff, commissioners and providers targeting our performance ambition. Some of the key issues that have affected the level of service expenditure and performance against outcomes during the year are summarised below.

Adult Social Care, Commissioning and Public Health Services

A new, innovative programme, [Green Spaces for Wellbeing](#), has launched in Macclesfield and Crewe. Green Spaces for Wellbeing helps adults to improve their physical and mental health and wellbeing by engaging in nature-based activities. An experienced team of rangers offer friendly and welcoming groups that can help participants to build confidence, meet people locally, discover different interests, practice mindfulness, learn new skills, and give back to the local community.



We have been assessed as good by the Home Office, with a very strong leaning to outstanding (our overall score is 94%) for our response to Prevent and Channel. In five key areas we were rated as outstanding.

In June 2022 we held a Learning Disabilities conference, celebrating the lives of people with

The council have been working hard to support residents in response to the cost-of-

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<p>learning disabilities, and hearing about people's experiences of services – what is good and what needs to get better. We are changing our services based on this feedback.</p>	<p>living crisis. We set up dedicated webpages and a phone line to a cost-of-living team with advice and support.</p> <p>We launched Warm PlaCEs this year to ensure residents were warm over winter. Over 40 Warm PlaCEs across the Borough provided information and advice, warm drinks and hot food.</p> <p>We also provided a cost-of-living grant for voluntary sector organisations to apply for (total £200,000) to support organisations to continue to deliver much needed services despite additional cost pressures.</p>
<p>We have supported 639 Ukrainian people to safely connect with 323 UK Sponsors households. We have provided welcome payments, thank you payments, education, housing advice, integration support, employment opportunities have created a huge welcome to a vulnerable cohort. We also recently launched a campaign to recruit local sponsors to continue to house this cohort as the war continues.</p>	<p>We have launched our new Health and Wellbeing Strategy for 2023-2028. The strategy guides the work of the council, partners and stakeholders in improving health and wellbeing across Cheshire East and includes clear objectives to support people to improve their health and wellbeing.</p>
<p>The 'Stay Well Squad' provided dedicated support to the NHS and social care Winter Plan and flu vaccination campaign; undertook visits to Ukrainian refugees and their host families; supported the NHS with health care for asylum seekers, and provided health and wellbeing advice to local businesses and schools. In addition, they advised the public through their drop-in sessions at supermarkets and community venues. The Squad undertook health checks through their mobile service, helping people to better understand their health risks and signposting them to advice, guidance and services that would help them to improve or maintain their health and wellbeing.</p>	<p>We continue to integrate and align services with our health colleagues across Cheshire East Place. Notable successes include the establishment of Transfer of Care Hubs based in local hospitals which involves the co-location of health and social care services which play an important role in hospital discharge. This development has helped to reduce delays for people leaving hospital.</p>


The Adult Social Care (Operations and Commissioning) and Public Health budgets remain under continued pressure across the country. The rising cost of Social Care in Cheshire East is driven by increasing demand for services, increasing complexity of the demand and increasing costs in providing them. Demand for Social Care is therefore not driven exclusively by an ageing population, the prevalence of disability among working-age adults has also increased over recent years. In

addition to increasing demand, the unit cost of providing care services is also going up, driven mainly by workforce costs and this has been recognised in the 2023/24 budget where growth has been allocated.

Children's Services

<p>Crewe Youth Zone has been awarded a £7.0million Youth Investment Fund grant to build the new state-of-the-art youth centre. Subject to plans being approved, the Youth Zone is expected to open in Spring 2025. It will provide thousands of young people with opportunities to engage in activities and access support from skilled youth workers, helping them to develop their skills and reach their full potential. It will also create full and part-time jobs as well as volunteering opportunities.</p> <p>Crewe Youth Zone is being delivered by national charity OnSide, in partnership with Cheshire East Council and Crewe Town Board.</p>	<p>Cheshire East Council has been successful in its bid to secure government backing for two new free schools for children and young people with special educational needs and disabilities. The successful bid means the Department for Education will build two new special schools, located in Middlewich and Congleton. The schools will create 120 places for children and young people from five to 19 years old.</p> <p>These additional special school places will enable children and young people to remain within Cheshire East and avoid the need to travel a longer distance to go to school.</p>
<p>Cheshire East Council and partners have been selected to receive lottery funding of more than £250,000 for a pilot scheme to support survivors of domestic abuse, helping them to remain safely in their communities. The money will bring in support from charities including Standing Together against Domestic Abuse and Surviving Economic Abuse - strengthening the Borough's existing domestic abuse partnership and creating innovative and new ways of working. The focus of the work will be on a 'Whole Housing Approach' and means that services are strengthened to spot the signs of abuse and can support families earlier.</p>	<p>Cheshire East are developing Family Hubs supported by a successful bid for additional funding from the Department for Education. This model brings council, health, education and community services together so that families can access the right support at the right time. The council plans to develop existing children's centres to create the hubs for parents/carers of children of all ages, to ensure that they can access support across a range of services. A digital service will also be developed to provide advice and guidance.</p>
<p>Cheshire East Council, with the help of a wide range of local partners, distributed vouchers worth £4m on behalf of the Department of Work and Pensions to support the most vulnerable households across the county with food, utilities, housing costs, and other essentials over 2022/23. The programme released over 135,000 payments to over 12,500 individuals in need across Cheshire East, receiving over 95% approval from feedback collected from the community.</p>	<p>The Cheshire East Area Partnership attained the Youth Justice SEND Quality Lead status with a 'child first' commendation. The Cheshire East area is part of a youth justice service that spans Cheshire East, Cheshire West, Halton and Warrington. In 2018, the partnership was awarded quality mark status through developing more robust relationships with education services, social care and health, with strengths in the quality of their award-winning diversion activity. Since then,</p>

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	<p>Cheshire East has embarked on a focused journey of continuous improvement, which has resulted in the attainment of the coveted Quality Lead Award with a commendation for effective child first partnership practice.</p>
<p>Cheshire East Council offers a successful and diverse programme of training and support to its schools via its 'Continual Professional Development Pathway' programme. A wide range of expert providers are commissioned to deliver the training. To date, over 500 Cheshire East schools have accessed training.</p> <p>This ongoing training and development offer helps schools to develop their curriculum and continue to improve the support they offer to pupils.</p> 	<p>Cheshire East Council works with a range of holiday club providers to offer a range of free fun and exciting activities, alongside a nutritious meal, in the main school holidays as part of the holiday activities and food programme (HAF). The holiday activities are for school age children and young people, who are eligible for benefits related free school meals.</p> <p>During 2022, the programme has been able to offer over 39,000 holiday club places in over 60 locations across Cheshire East. During this time, the programme supported over 4,000 children and young people, including over 400 children and young people with special educational needs and/or disabilities, and provided over 25,000 nutritious meals.</p>

The Children and Families final outturn for 2022/23 reflects a £5.2m overspend. The breakdown of that position is shown in the main summary table.

The key pressure areas for the directorate include:

- Children's social care agency placements – where the number of children in care has continued to increase from 521 at April 2022 to 585 at April 2023 and placement costs are increasing by more than inflation.
- The increased use and cost of agency staff in children's social care to cover vacant posts.
- Higher legal costs within children's social care with longer processes and more challenge.
- Home to school transport costs – where a mix of increasing numbers of pupils with an education, health and care plan (EHCP), driver shortages and increasing fuel costs have seen overall costs rise.
- Educational Psychologists – where there is the need for agency staff to cover posts and challenges in recruiting and retaining staff.

The £5.2m reflects the position after £4m of one-off mitigating measures have been applied including resettlement funding, funding transformation costs from capital receipts and use of earmarked reserves. As a result, the underlying pressure is much greater.

A number of these items are reflected in growth allocations in the MTFS. However, the position will require careful management during 2023/24 and the Directorate is developing work plans.

Dedicated School Grant (DSG)

The key pressure on DSG relates to the high needs block where the SEND service continues to see a significant increase in the number of pupils with an EHCP.

This has placed pressure on the grant used to provide funding for children with SEND in various settings and led to a £21.2m overspend in 2022/23. This adds on to the brought forward deficit of £25.7m to take the DSG Reserve to a £46.9m deficit position.

This is in line with the budget gap as determined by the council's DSG Management Plan that was reported to Children and Families Committee in September 2022 and set out the planned expenditure and income on high needs over the medium term.

The deficit is currently being managed by an accounting override until 2026 which allows it to be treated as an un-usable reserve. At this stage the position is not recoverable unless there are significant changes to funding or demand or both.

Place

Carbon Net Zero

The Council's first large-scale solar farm is underway which will generate renewable energy and reduce carbon emissions as part of the Council commitment to be Carbon neutral by 2025. The 4.1-megawatt solar farm – enough to power about 1,200 houses – is being built by the council on land adjacent to the composting plant in Leighton Grange Farm in Crewe. The solar farm will provide renewable energy to power our composting plant – operated by Biowise – but will also put green energy back into the national grid, helping to offset a significant amount of the council's carbon emissions.

The Council has launched our new electric car club for business trips as a new way for us to manage our fleet of vehicles and will help us to reduce the impact on the environment while promoting cleaner, greener ways to travel. Over 50 council staff have joined and have driven 3615 miles, saving 619kgCO₂ which would have been released in the old petrol cars.



Nantwich Leisure Centre

The redevelopment of Nantwich Leisure Centre concluded early in 2022 and included:

- Extended Gym – helping to cater for current and future membership;
- Group Cycling Studio – the key suggestion by Nantwich members in Everybody annual surveys;
- Café and a larger, modern reception area; and,
- Extended changing provision – primarily to support the Outdoor Pool.

The project was procured and managed by CEC Assets, delivered by ENGIE Regeneration and achieved BREEAM Good along with the installation of smart technology, photovoltaics and LED lighting was added to the scope following the award of the contract to reflect the Council's carbon neutral aspirations.



Cultural Economy

Tatton Park

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This year saw Completion of a second large mural in Macclesfield as part of the Town Art Trail. Peachezz completed a mural, inspired by the illustrations of Macclesfield born Charles Tunnicliffe, of 'Swifts' at Macclesfield Station with funding from Avanti. This has become a much-loved addition to the town and joins the mural of Ian Curtis on Mill Street completed earlier in 2022.



The team has supported the creation of an LCEP (Local Cultural Education Partnership) for Crewe and surrounding area is bringing together professionals from the creative and education sectors to improve cultural opportunities for young people.

A major milestone for the Archives project was reached with an announcement of funding from National Lottery Heritage Fund. Almost £5million has been secured to deliver 2 new History Centres in Crewe and Chester.

Public Access Improvements

The Public Rights of Way team continue to increase the accessibility of the path network, such as by replacing stiles with gates and enhancing path surfaces, on both leisure and active travel routes. The 2022 random survey of paths across the network undertaken by volunteers from the East Cheshire Ramblers and the Peak and Northern Footpaths Society classed 94% of the inspected paths as being in a good or acceptable condition.

Tatton Park has responded well despite a challenging year affecting visitor attractions nationally, with lower visitor numbers due to the cost of living. Among the many successes, a busy Christmas period saw the reintroduction of the popular 'Christmas in the Mansion' for the first time since the pandemic.

Other successes included being winner of Cheshire's 'Best Tourism Marketing Project of the Year 2021/22 for 'Percy the Parkkeeper' at Tatton Park, while Tatton's Green flag' and 'Green heritage site' awards were retained again. A successful bid was made for a £49,000 'Reimagine' grant from the Art Fund for proof of concept of two large scale, site specific, immersive artworks as part of a major Canaletto exhibition planned for 2025.

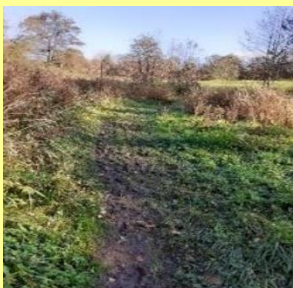
It is important to refresh Tatton's core visitor offer to attract new audiences and encourage existing visitors to return. Since 2022, Tatton has been developing a partnership with publishers Harper Collins to create a programme of special events and activities designed to celebrate the world of Judith Kerr's much loved children's stories, 'The Tiger who came to Tea' and the 'Mog' series of classic books. They will be launched from Easter 2023 with family activities in the Gardens, Mansion and Farm over the summer along with education workshops.



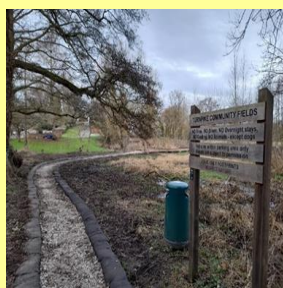
The team also launched a new website for the Tatton Park Charitable Trust, which provides for online donations for the first time and relaunches an animal adoption scheme. The Tatton Park Charitable Trust was created to support education, conservation and restoration projects for the benefit of all visitors to Tatton Park. It is a voluntary body

The team often receive appreciation from members of the public, including one which read *"I just wanted to say congratulations to you and the [National] Trust on the refurbishment of the restricted byway between Quarry Bank Mill and Bank House Farm. I walked along there the other day expecting to be up to my ankles in mud and water to find that it had been transformed. This is such an important link for walkers and horse riders in the Wilmslow network, and a historic one too as I'm sure you know. With many thanks to all involved"*

One example of improvement works would be those completed on Audlem Footpath No. 26: Audlem Ramblers, in partnership and using an innovative product called Flex MSE as well as standard materials, created a 65m long raised walkway over a section of footpath that was boggy the majority of the year and yet forms a popular circular route for residents, linking in with the Shropshire Union Canal towpath.



Before



After

run by local trustees, which aims to raise donations and secure grants to help to ensure this special place is here for future generations to enjoy.

The management and conservation of the 2000-acre historic estate, including Mansion, Park, Gardens and Farm continues across the year with deer management, woodland management, the best example of a Japanese Garden in Europe, a rare breed farm telling the story of food 'from field to fork' and artefacts from paintings to porcelain, ensuring that this is no 'run-of-the-mill' task. Welcoming hundreds of thousands of visitors, providing recreational and wellbeing opportunities, volunteering, staging major outdoor events, and contributing to the Borough's visitor economy are all part of the annual picture.

North West Crewe Highway Package

This is a 2.6km new single carriageway and 7 new roundabouts with junction improvements near Leighton Hospital and Bentley. The council's contractor, Balfour Beatty started work on site in May 2022 and Phase 1 of the scheme, which has involved the closure of the A530 Middlewich Road to the south of the new scheme, is nearly complete. Overall scheme completion is programmed for spring 2024.

Poynton Relief Road

Excellent progress was maintained throughout the year on the 3.5km Poynton Relief Road, working with our contractor, Graham Ltd. The road was opened on 3rd March 2023.

Major junction improvements at Adlington Junction and Bonis Hall Lane have also been completed this year to accommodate the increased traffic expected when the new road opens.

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Economic Development

The team has led and supported on a wide range of projects over the past 12 months in Crewe town centre. Projects include:

- The redevelopment of Lyceum Square into Ly² – a new cultural and events space in the heart of the town centre, utilising £750,000 of Government funding.
- The £23m Towns Fund programme, ensuring projects submit Green Book-compliant business cases, then appraising them and securing approval from Crewe Town Board and the Department for Levelling Up Homes & Communities. Following this, in response to the construction cost inflation, it led in reviewing and reprioritising funding to ensure the viability of the majority of projects. These include several led by other Council services and external partners, as well as others developed and led by the Regeneration team, such as the Mill Street Corridor – which will improve connectivity between the station and town centre - and a new grant scheme to supporting businesses taking on vacant town centre premises.
- It has also managed the £14m Future High Streets Fund programme, again supporting some projects led by other Council services, but leading specifically on Civic & Cultural Space (with a secured planning consent), and a new co-working space project (TADIC) which was approved to proceed.

Further key achievements have been:

- Leading a coordinated cross Directorate Council response to the UK Shared

Air Quality

A new Air Quality Analyser has been installed in Disley. The new equipment will have the ability to give more 'real time' information on levels of nitrogen dioxide and particulate matter. The project has been completed in conjunction with the Local Transport Planning Team.

Objectives within the Air Quality Action Plan continue to be delivered, including a series of highway network improvements and ongoing education campaigns.



A project amongst our local schools to design a poster around air pollution was won by a pupil from Brereton Primary School. The prize, which benefitted the whole school, was a scooter activity day, provided by Scoot Fit, which aimed to improve ability and confidence amongst children whilst encouraging active travel.

Funded by a grant from Defra the service has undertaken a Borough wide awareness raising campaign around the impacts to air quality and the environment as a result of domestic fuel burning and vehicle idling. All Cheshire East households have received a general information leaflet supported by a variety of media releases, an updated web page and a 'don't idle' visual on pay and display tickets.

Prosperity Fund (UKSPF) developing an Investment Plan and securing an £11.8M allocation for Cheshire East, which will be used to support communities, business and people across the Borough to March 2025.

- Leading a multi-service team responding to a Business Improvement District Proposal for Wilmslow Town Centre, enabling that proposal to be considered at a ballot and ultimately seeing it become the Borough's first Business Improvement District.

Separate Defra funding specific to a cycling-based project in Congleton has resulted in the installation of a number of cycle stands being installed in the town and local park. The service is looking to use the remaining money to support cycle stands within local schools.

Housing

The Housing team applied for £6.21million of Round 2 Home Upgrade Grant funding to improve the energy efficiency of off gas homes for Cheshire East and Cheshire West and Chester Councils, which was successful.

They are also delivering energy efficiency improvements into 164 homes in partnership with our Registered Housing Providers having successfully secured £1.5million Social Housing Decarbonisation Funding.

We completed the Green Homes Grant schemes this year, delivering 572 energy efficiency measures to 362 households.

In June 2022, the Housing Options Team achieved Domestic Abuse Housing Alliance (DAHA) accreditation, which is a scheme open to Housing Associations, Local Authority Housing Teams and Homelessness Providers across the UK to help improve their response to domestic abuse.

We secured £838,857 of Rough Sleeping Initiative funding over 3 years to establish a Multi-Agency Disciplinary Team and 8 units of supported accommodation, to help those who are rough sleeping to access the services to deal with complex behaviour and enable them to secure and sustain accommodation.

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Environment & Neighbourhood Services

Environment & Neighbourhood Services are reporting a pressure of £2.2m against a net budget of £43.6m. £1.9m of this relates to income pressures in Planning, Libraries and Licensing as a legacy of the COVID-19 pandemic. £0.4m relates to COVID-19 related costs as more people are working from home leading to increased tonnage growth. A net £0.9m non-COVID-19 pressure arises in Environmental Services due to wholly owned company pay increases, increased costs of the waste disposal contract, and waste transfer station maintenance, mitigated by a higher than expected bereavement income surplus. There is a large staffing underspend across the majority of services due to vacancies and delaying recruitment to improve the overall Council financial position, offset slightly by the pay rise pressure.

Growth & Enterprise

Growth & Enterprise have an underspend of £1.6m against a net budget of £22.3m. There were a number of measures taken to help with the Council's financial position including releasing funding in Economic Development of £0.8m, reduction in planned maintenance in Facilities Management and Farms, stopping non-essential spend and holding vacancies across the majority of the services. Growth & Enterprise had inflationary pressures from the pay rise, responsive maintenance and energy costs which reduced the underspend available.

Highways & Infrastructure

Highways & Infrastructure are reporting an underspend of £1.6m against a net budget of £13.7m. There is a pressure of £0.8m included within these figures for lower income received from pay and display car parks, annual and quarterly parking permits and from penalty charge notices within Parking. This has been offset by £1.3m of additional income from Highways and Infrastructure, releases of earmarked reserves to improve the Council position of £0.4m, vacancies and delayed recruitment across the majority of services and a LEP contribution towards HS2.

Corporate Services**Customer Services**

- We have implemented new technology within the Contact Centre improving the experience customers have when contacting the Council
- We have supported the delivery of Government initiatives including Homes for Ukraine, Energy Support Grants and Household Support Fund
- We have implemented new digital technologies including a Chatbot, Customer Account and improved on-line services
- We have improved Customer satisfaction when contacting the Council and customers say it is now easier to get their issues resolved.

Achievements

We have provided procurement advice and activity, project and programme management and finance support for the following projects:

- Roll out of Contract Management System and integrating Docusign
- Leighton Solar Farm Contract awarded £4m
- Car Club implemented £300,000 – looking to extend further
- Corporate Cleaning Contract awarded £500,000
- Handforth Garden Village project completed feasibility and due to commence Design Optimisation activities
- Various Local Bus Service contracts re-procured after TSS has come in-house
- Water Coolers removed – savings achieved
- £76,000 supplier rebates achieved

- £10,000 agency contract savings
- Carers hub £3.75m
- Translation and Interpretation £950,000
- Statutory Advocacy Service £4.19m
- DPS for Day Opportunities £7m and Family Support Service £22m
- Holiday Activity and Food Programme 26 providers £2.5m

Workforce and Organisational Development

- Provided professional guidance and support to services to meet their ongoing workforce needs including restructures, recruitment and retention and employee relations matters
- Delivered a further round of the Mutually Agreed Resignation Scheme across the organisation
- Introduced a new e-learning platform with increased functionality, including the tracking of training and a simplified process for the recording of PDRs
- Strengthened apprenticeship programme with new cohorts and new apprenticeship standards, providing 90 new apprenticeship starts during 2022-2023
- Established and delivered a programme of recruitment and retention priorities, including:
 - Improvements to recruitment process
 - Developed programme of recruitment fairs
 - Introduced monthly strategic workforce assessments
 - Identified additional staff rewards
 - Additional wellbeing staff support for cost of living.

Social value supplier survey over the last 3 years

	2021/22	2020/21	2019/20
Number of suppliers surveyed	100	100	50
Number of suppliers responding	37	48	37
Response rate	37%	48%	54%
Percentage of total commercial spend accounted for	45%	44%	51%
Percentage of respondents from small and medium size enterprises, charities or trusts	54.05%	56%	56%

Social value survey highlights

Social value criterion	2021/22	2020/21	2019/20
Estimated number of jobs provided by respondents for Cheshire East residents	853	3,317	3,317
Volunteer work hours provided by respondents	48,856	20,343	29,959
Employees paid living wage	91.36%	86.9%	85.6%
Estimated number of apprenticeships provided by respondents (not specifically for Cheshire East Council work)	2,342	1,688	1,003

ICT Services

- The ICT Strategy 2023-7 has been approved.
- Following security remediation activity, we have developed a Zero Trust strategy that

ICT Services continued

- We launched the ICT Communications hub – Lighthouse.
- We attend Managers Share and Support to promote ongoing Adoption and Change

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<p>will be progressed in 2023/24 alongside further adoption of single sign-on.</p> <ul style="list-style-type: none"> • We have implemented new security tools to improve protection, detection, and automation. • We have undertaken a complete refit of all end-of-life networking components in the data centre to ensure a secure and compliant infrastructure, to meet the demands of the councils PSN accreditation. • We have worked with Customer Services to deliver a new contact centre system for all contact centre staff and new digital technologies including a Chatbot, Customer Account and improved on-line services. • Cheshire Care Record, we have migrated social care feeds into the C&M shared care record. • The CCIS Youth Service has been migrated from Core IYSS to Liquidlogic. • We have implemented integrated information sharing for social workers and care brokers in the integrated discharge team at Macclesfield hospital. • We have rationalised Adult Social Care commissioning systems for contract performance. • We have ensured Assistive Digital Technology system integration and data quality improvements through monitored usage and outcomes. • We have a SEND parent portal operational use case. • Portal enhancements for Mental Health Reablement and Dementia Reablement referrals and workflow in ASC, the Fostering system portal and workflow optimisation. • Early Years payment process utilisation in ContrOCC. 	<p>Management (ACM) activities and BITesize eLearning.</p> <ul style="list-style-type: none"> • We continue to train and develop our Bright Spark IT Champions. • We undertook a Customer Satisfaction Survey to understand where we could improve further. • The MyCareView patient portal has 69,413 registrations, representing just under a quarter of the adult population over age 18. With 17,352 active users representing a quarter of the total user base. • Live well have become the de facto location for CEC public-facing Adult, Children, and Public Health service information. There have been 161,800 unique new users since February 2022. • We have implemented a Security Operations (SecOps) Team. • Cheshire East and West Councils have approved a new operating model for future ICT Services. • We have delivered over 60,000 hours of ICT developments in 2022/23. • Live Well Cheshire East is being expanded with online care need and carer assessments and financial eligibility checks. • We have a publicly available Information Asset Register which outlines all the Council's information assets. • Public Rights of Way (PROW) maps are now available digitally to the public. • We are harmonising information across the estate to produce a master 360-degree record for Resident, Employee, Address and Business. • We have deployed and transitioned to a centralised Business Intelligence platform. • We have implemented an Email Retention Policy for all Officers to support compliant and secure working with information.
<p>ICT Achievements</p> <ul style="list-style-type: none"> • We have begun the roll out of Windows 11 to all users, to ensure we are able to use the latest security features. • We have migrated over 3000 SharePoint sites to the cloud SharePoint Online 	

platform, which will leverage enhanced information management and compliance functionality.

- We have digitised key elements of the corporate archive to protect and preserve the corporate memory.
- We have reduced our data centre Carbon Emissions (kgCO₂) by more than 22%.

The Corporate Services Directorate has reported an underspend against budget of £651,000.

The main underspends in the service were due to holding vacancies across many services in the Directorate, reduced non-essential spend, and, as a result of the continued impact of COVID-19 bounce-back, additional marriage income in Registrations. These underspends were partially offset by overspends in ICT Shared Services, and the shared Transactional Services Centre. There was also an overspend on Housing Benefits Payments Centre, which is a volatile budget and additional one-off costs relating from the implementation of the Unit 4/Best4Business System, which cannot be charged to the joint capital project with Cheshire West and Chester Council.

Changes in Pension Estimates

Due to the scale of the pension assets (£1.6bn) and liabilities (£1.4bn) detailed in the Accounts, even small percentage changes in assumptions regarding their value can have a noticeable impact on the reported position.

The net pension liability (deficit) reported in the Accounts in 2021/22 has now reduced and has created a net pension asset for 2022/23 (change of £645m).

Detailed actuarial valuations are carried out every three years and the formal valuations for English and Welsh Local Government Pension Scheme (LGPS) Funds were concluded as at 31st March 2022. The balance sheet position for 2022/23 is based on the 2022 formal valuation rolled forward to 31st March 2023.

Council Tax

Cheshire East collects Council Tax for the whole area and the income is split between the Cheshire Police and Crime Commissioner, the Cheshire Fire Authority and Town and Parish Councils in addition to its own requirement. The total budgeted collectable amount for 2022/23 was £313.8m. The carried forward deficit on the Council Tax Collection Fund at the end of 2022/23 is £3.1m.

The Council Tax in-year collection rate for 2022/23 is 98.19%, a slight increase from the previous year's performance. The strong economy in Cheshire East also contributed to an increase in the overall tax base of 1.83% (from 153,796.10 to 156,607.48).

Business Rates

Cheshire East collects Business Rates for the whole area and the income is split 49% to Cheshire East, 50% to the Department for Levelling Up, Housing and Communities (DLUHC) and 1% to the Cheshire Fire Authority. The total budgeted collectable amount for 2022/23 was £137.2m as per the NNDR1 return. The carried forward deficit on the Business Rates Collection Fund at the end of 2022/23 is £15.2m, however £8.7m of this deficit is due to the accounting arrangements required

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for the COVID-19 Additional Relief Fund and will be repaid in full in 2023/24 with S31 grant that has already been received from DLUHC for the CEC share and the remaining 50% share will be repaid by Central Government.

The Business Rates in-year collection rate for 2022/23 is 98.23% which is an increase of 2.63% from the previous year's performance.

Financial Overview - Capital Programme

Capital expenditure represents money spent by the Group on purchasing, upgrading and improving assets that will be of benefit to the community over many years.

Total capital expenditure in 2022/23 was £116.4m compared to the original budget, as at February 2022, of £185.2m.

The forecast for planned spend is updated throughout the year and published in the Financial Review reports. During 2022/23 a number of major projects have either completed or got under way including Poynton Relief Road (£14.0m), Schools Improvement Programme (£9.1m), ICT Programme (£7.3m), Congleton Leisure Centre (£6.4m) and Public Sector De-carbonisation Funding (£3.9m).

Slippage against the revised forecast of £125.2m reported for the 3rd Financial update (March 2023) totalled £8.8m.

Capital receipts in-year amounted to £4.9m from the sale of surplus assets, including Alderley Cemetery Lodge (£0.2m), Land off Coppice Way (£1.9m), and former housing right to buy receipts (£2.1m).

The Council has succeeded in attracting £58.3m of grant funding and external contributions for capital improvements. This minimises the financial impact of the capital programme on the revenue budget, and so protects funding for other services such as social care.

The Council has an ambitious capital programme with the highest spending in Highways and Infrastructure, followed by Growth and Enterprise and the Children and Families programme:

	Outturn 2022/23 £m	Three Year Forecast			Total £m
		2023/24 £m	2024/25 £m	2025/26 £m	
Expenditure					
Children and Families	9.3	52.0	34.1	31.7	127.1
Adults and Health	0.0	0.5	0.0	0.0	0.5
Highways and Transport	65.6	69.6	77.4	128.4	341.0
Economy and Growth	21.0	93.4	55.2	78.7	248.3
Environment and Communities	13.2	11.3	16.7	0.6	41.8
Corporate Policy	7.3	13.6	9.7	5.9	36.5
Total Expenditure	116.4	240.4	193.1	245.3	795.2
Funding					
Grants and Other Contributions	53.8	159.9	141.6	139.1	494.4
Capital Receipts and Reserves	2.2	4.9	1.0	33.6	41.7
Borrowing	60.4	75.6	50.5	72.6	259.1
Total Funding	116.4	240.4	193.1	245.3	795.2

Protecting Against Risks

The Council has a risk management framework with hierarchical risk registers forming part of the process which operate at strategic, operational and project levels. Emerging significant risks are escalated to senior members and/or officers, as appropriate, in line with the potential likelihood and impact of the risk upon objectives. Formal reports with regard to the risk management process are made throughout the year to senior officers and members.

During the year the strategic risk register has been reviewed and maintained to ensure that the strategic risks remain relevant and that risk interdependencies are understood. Operational risk registers are included within team plans.

The Council's key strategic risk register has recognised potential threats from increasing demand for services and managing the Council's financial resilience. It recognised the challenges the Council could face arising from cyber attacks and other disruptions, requiring us to have effective business continuity arrangements in place. The economic position and austerity challenges continue to be recognised for the impact on both the Council, its partners, and the potential negative impact on the achievement of objectives.

The register also includes a number of high impact projects and investments, which when successfully implemented will bring significant benefits for the area, but require careful and constant management to deliver.

Narrative Report – Expenditure and Income Commentary

Explanation of the Financial Statements

The Accounts and Audit (England) Regulations 2015 require the Council to produce a Statement of Accounts for each financial year. These Statements are prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2022/23 ('the Code'), issued by the Chartered Institute of Public Finance and Accountancy (CIPFA).

The Group Accounts have been prepared in accordance with International Financial Reporting Standards (IFRS) which require that the Financial Statements of the reporting authority (Cheshire East Council) and its subsidiaries and associates shall be prepared as of the same date.

Subsidiaries have been consolidated into the Group Accounts on a line-by-line basis incorporating their income and expenditure fully in the relevant service revenue accounts. **Note 32** provides further details of the various companies in which the Council has an interest. Tatton Park Enterprises Limited and Cheshire & Warrington Enterprise Partnership Limited have been excluded from Cheshire East Council Group Accounts on the grounds of immateriality.

The Council is also required to produce Financial Statements as a single entity. The Cheshire East Council statements follow on from the Group Financial Statements.

The statements contain a number of elements which are explained below.

The Financial Statements

Movement in Reserves Statement - this shows the movement in the year on the different reserves held by the Group, analysed into 'usable reserves' (those that can be applied to fund expenditure or reduce local taxation) and other reserves. Usable reserves include the Capital Grants Unapplied Account which are grants received but not yet utilised.

The 'Surplus or (Deficit) on the provision of services' shows the true economic cost of providing the Group's services, which is shown in more detail in the Comprehensive Income and Expenditure Statement. These are different from the statutory amounts required to be charged to the General Fund Balance for Council Tax setting purposes.

The 'Net Increase / Decrease before Transfers to Earmarked Reserves' shows the statutory General Fund Balance before any discretionary transfers to or from earmarked reserves undertaken by the Council.

The Group's long-term strategy is to hold appropriate levels of general reserves to provide funds for investment and to protect the Group against financial risks.

General (£14.1m) and Earmarked reserves (£67.0m including Schools) have decreased in 2022/23 to £81.1m.

The minimum target level of reserves is quantified by a detailed risk assessment. This approach allows the Council to take account of local circumstances and the impact of economic forecasts. The impact of rising demand for services, the economic climate, emerging Government policies (particularly in relation to Business Rates), and pressure on public services to reduce overall expenditure are relevant, and these present the potential for significant emerging risk.

Resilience has been impacted over the last few years by the reliance on the use of reserves to balance the budget. Information from the CIPFA Financial Resilience data has shown that the level of general reserves held by the Council are significantly lower than our nearest neighbours. In line with a priority of the Corporate Plan, the Medium Term Financial Strategy will seek to increase the level of general reserve and replenish earmarked reserves.

Comprehensive Income and Expenditure Statement – this statement reflects the sum of all income, expenditure, gains and losses incurred by the Group in the last 12 months and explains how the Balance Sheet position has changed between the two financial years. This statement shows the financial position in accordance with accounting practice which means that the costs include notional charges for items such as depreciation, impairment, capital grants and capital charges.

Balance Sheet – this shows the value of the Group's asset and liabilities at the balance sheet date. These are matched by reserves which are split into two categories: usable and unusable reserves. Usable reserves (e.g., General Fund and earmarked reserves) can be used to support services or to reduce local taxation. Unusable reserves arise out of the interaction of legislation and proper accounting practice, either to store revaluation gains or as adjustment accounts to reconcile accounting requirements driven by reporting standards to statutory requirements. These reserves are not resource-backed and cannot be used for any other purpose.

Cash Flow Statement – this shows the changes in the Council's cash and cash equivalents during the reporting period. It shows how the Council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities.

The advice from our treasury advisors, Arlingclose has been to borrow short-term from other local authorities, rather than take out long-term loans with PWLB (Public Works Loan Board) as short-term interest rates are currently lower than long-term rates, and it is likely to be more cost effective in the short-term to borrow short-term loans instead.

Collection Fund – this is an agent's statement that reflects the statutory obligation for Cheshire East Council, in its capacity as a billing authority, to maintain a separate Collection Fund. The statement shows the transactions of the billing authority in relation to the collection of Council Tax and Non-Domestic Rates from taxpayers and the distribution to local authorities and the Government.

Statement of Responsibilities - this sets out the respective responsibilities of the Authority and the Chief Finance Officer – Section 151 Officer.

Independent Auditor's Report – gives the auditor's opinion on the financial statements and the auditor's conclusion on the Council's arrangements for securing economy, efficiency and effectiveness in the use of resources.

Narrative Report – Future Opportunities and Challenges

Medium Term Financial Strategy (MTFS) 2023/24 – 2026/27

To provide the best opportunity to achieve the Corporate Plan, and manage the ambitions of the area, the Council created a Medium-Term Financial Strategy for 2023 to 2027 that balances spending on services against resources across each of the next four years. This four-year balanced approach repeated the achievement of the previous MTFS, but high national inflation levels created the need for several important changes to the strategy.

The budget and future years estimates were prepared against material gross overspending forecasts. These were largely caused because of inflation running as high as 10%. National target inflation, which influenced many local budget forecasts, remains at only 2%. Increasing wages and energy costs exceeded forecasts as did legacy costs from the COVID-19 pandemic. The high inflation and demand for services has required a response at both a local and national level.

The Council was due to act as a trailblazer for Adult Social Care reform, but this policy was suspended by the Government, partially in recognition of the immediate financial pressure in the sector. Social Care grants have been increased, either direct to Local Government or in conjunction with the NHS. The Council contributed important insight for the Department of Health and Social Care prior to this change in policy. The Government also increased the thresholds for Council Tax increases, with a clear expectation that Council's would access additional funding from this change.

Despite additional government grants the Council recognised that expenditure would continue to rise. This created a requirement to increase Council Tax levels in line with Government expectations, which was **4.99%** in 2023/24. There are forecast increases of 4.99% in 2024/25 and then 2.99% thereafter. These may well need to be reviewed in-line with increasing inflation levels and future Government policy. 2% (£5.2m) of the Council Tax increase in 2023/24 will be solely utilised to fund increasing care costs within Adult Social Care.

The Fair Funding Review (FFR) and Business Rates Retention (BRR) have still not been implemented, but government settlements are working towards longer term certainty. This takes the form of multi-year settlements to Local Government as a sector, but this can still create challenges in understanding specific local allocations. Council officers will continue to work with the Government on informing the approach to funding for the next financial year and beyond.

Future Challenges

The medium-term outlook is one of continuing uncertainty. Locally the Council has, however, developed a balanced strategy, although this relies on several assumptions about ongoing support from government. The impact of cost-of-living increases and rising inflation remain as risk factors in the medium-term. In an effort to mitigate this risk, monitoring of the financial proposals within the MTFS is being enhanced to create more time to react to any required changes.

The Council will aim to review the Corporate Plan during 2023 which will of course reflect access to funding sources in the medium term. This is particularly important whilst the Council emerges from all-out local elections. The Council wants to be flexible and support new approaches, but the level of reserves will not sustain delays in achieving headline financial targets. The four-year forecasts will help with this longer-term planning and create helpful parameters for service planning.

The Council took part in the Department for Education's Delivering Better Value Scheme during 2022/23. The quality of information provided by the Council was highly regarded as the scheme organisers reviewed the Council's approach to managing expenditure in High Needs education. The

scheme will provide additional funding to manage further transformation in this important area, but the underlying financial risk has not changed.

The levels of expenditure on pupils with special educational needs and disabilities are unaffordable within the current funding levels of the Council, a result of higher demand and complexity. This has resulted in an increase to the deficit on the DSG reserve. This position is being managed through an accounting override, put in place by the Department for Levelling Up, Housing and Communities, which allows the deficit to be treated as an unusable reserve. The override has been extended to 31st March 2026. But the deficit is still forecast to increase over the next three years to as much as £150m. The Council continues to liaise with DfE and DLUHC on managing this issue.

Acknowledgements

The production of the Statement of Accounts would not have been possible without the exceptional hard work and dedication of staff across the Council and its subsidiaries. I would like to express my gratitude to all colleagues, from my team and other services and organisations, who have assisted in the preparation of this document. I would also like to thank them for all their support and expertise during the 2022/23 financial year.

I hope you find this narrative and accompanying statements clear and informative. If you require any further information, please contact Cheshire East Customer Services on 0300 123 55 00 (all calls at local rates).

Alex Thompson FCPFA

Chief Finance Officer - Section 151 Officer



Provisional Financial Outturn 2022/23

July 2023

This report receives scrutiny and approval from Members of Cheshire East Council. As a public report, the Council welcomes feedback to the information contained here.

Anyone wanting to comment is invited to contact the Council at:
RandC@cheshireeast.gov.uk

Introduction

Cheshire East Council is the third largest Council in the Northwest of England, supporting over 398,000 local people with annual spending of over £470m.

Local government is going through a period of financial challenges, with a combination of the impact of increasing demand for services and rising costs due to inflation. There is also increasing uncertainty associated with income from business rates and government grants.

Demand for Council services is increasing, with more individuals and families needing support and services than ever before. This reflects an increase in population but also reflects changes in demographics and the national cost of living increases. This demand has resulted in a provisional outturn of £324.7m against a revised net revenue budget of £318.7m, an overall revenue budget overspend of £6.0m.

The likelihood of this negative outturn emerged through quarterly reporting and reflected the higher than forecast inflation in prices and wages. Within this overall position there was underspending within Place based services and within Corporate Services. The overspending pressure was mostly contained in care services and transport costs.

The Medium-Term Financial Strategy was significantly reviewed in the period November 2022 to January 2023 to respond to the emerging financial issue. The pressures affecting the medium term finances of the Council have been addressed as part of the MTFS process for 2023 to 2027.

To support openness and transparency, and provide evidence of strong governance, the report has a main section, to provide background and context, and then nine supporting appendices with detailed information about allocation and management of public money during 2022/23:

The **Financial Stability** section provides information on the overall financial stability and resilience of the Council. It demonstrates how spending in 2022/23 is being funded, including the positions on overall service budgets, centrally held budgets, council tax and business rates. Further details are contained in the appendices.

- **Appendix 1** Adults and Health Committee.
- **Appendix 2** Children and Families Committee.
- **Appendix 3** Corporate Policy Committee.
- **Appendix 4** Economy and Growth Committee.
- **Appendix 5** Environment and Communities Committee.
- **Appendix 6** Finance Sub-Committee.
- **Appendix 7** Highways and Transport Committee.
- **Appendix 8** Update to the Treasury Management Strategy.
- **Appendix 9** Update to the Investment Strategy.

Alex Thompson

Director of Finance and Customer Services
(Section 151 Officer)

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2022/23 Provisional Outturn - Financial Position

2022/23 Outturn Review	Revised Budget (NET)	Provisional Outturn	Variance Over / For further information please see (Underspend) the following sections
	£m	£m	£m
Service Directorates			
Adults, Health & Integration	121.7	132.2	10.5 Financial Stability and Appendix 1
Children and Families	78.6	83.8	5.2 Financial Stability and Appendix 2
Place	80.3	79.1	-1.2 Financial Stability and Appendix 4,5,7
Corporate	39.7	39.1	-0.7 Financial Stability and Appendix 3
Central Budgets			
Capital Financing	17.1	17.1	0.0 Appendix 6 - Section 4
Transfer to/(from) Earmarked Reserves	-5.7	-11.7	-6.0 Appendix 6 - Section 5
Corporate Contributions / Central Budgets	-13.0	-14.9	-1.9 Financial Stability
TOTAL NET EXPENDITURE	318.7	324.7	6.0
Business Rates Retention Scheme	-28.3	-28.3	0.0 Financial Stability
Specific Unringfenced Grants	-36.5	-36.6	0.0 Appendix 6 - Section 2
Council Tax	-253.8	-253.8	0.0 Financial Stability
FUNDING	-318.7	-318.7	0.0
NET (SURPLUS) / DEFICIT	0.0	6.0	6.0

Financial Stability

Introduction

1. The Council has a track record of sound financial management. Nevertheless, in common with all UK local authorities the Council finds itself in a position where pressures on the revenue budget are intensifying as a result of rapid inflation, the legacy impact of the Coronavirus pandemic and increasing cost of living pressure on households. These issues have the effect of increasing the demand for services and increasing costs of services.
2. Complexity and market sustainability in Adults' and Children's Social Care remains the most significant financial pressure for the Council in the medium term. Rising inflation in fuel, utilities and wage levels are affecting costs across all services.
3. In March a forecast outturn of £7.7m net overspend was reported at the Corporate Policy Committee (The full report can be found [Corporate Policy Committee 23 March 2022](#))
4. The outturn position is now an overspend of £6.0m. **Table 1** provides a service summary of financial performance and the narratives provide further details in the following paragraphs.

Table 1 - Provisional Revenue Outturn

2022/23 Outturn Review	Revised Budget (NET) £m	Provisional Outturn Over / (Underspend) £m	Change from Third Review Over / £m
Service Directorates			
Adult Social Care	116.5	11.0	2.4
Commissioning	5.2	-0.5	-0.8
Public Health	0.0	0.0	0.0
Adults and Health Committee	121.7	10.5	1.6
Directorate	1.2	-0.6	-0.2
Children's Social Care	46.9	4.7	2.2
Education and 14-19 Skills	22.4	3.0	-0.1
Strong Start, Family Help and Integration	8.0	-1.9	-0.2
Children and Families Committee	78.6	5.2	1.7
Directorate	0.7	-0.1	0.0
Growth and Enterprise	22.3	-1.6	-1.0
Economy and Growth Committee	23.0	-1.8	-0.9
Environment & Neighbourhood Services	43.6	2.2	-0.6
Environment and Communities Committee	43.6	2.2	-0.6
Highways and Infrastructure	13.7	-1.6	-1.5
Highways and Transport Committee	13.7	-1.6	-1.5
Directorate	0.5	0.0	0.1
Finance and Customer Services	12.7	0.4	-0.2
Governance and Compliance Services	11.1	-0.8	-0.1
Communications	0.7	0.0	0.0
HR	2.5	-0.5	-0.3
ICT	10.0	0.3	-0.5
Policy and Change	2.3	0.0	0.0
Corporate Policy Committee	39.7	-0.7	-1.0
Total Services Net Budget	320.3	13.9	-0.7
Central Budgets			
Capital Financing	17.1	0.0	0.0
Transfer to/(from) Earmarked Reserves	-5.7	-6.0	0.0
Corporate Contributions / Central Budgets	-13.0	-1.9	-1.0
Total Central Budgets	-1.6	-7.9	-1.0
Total Net Budget	318.7	6.0	-1.7
Business Rates Retention Scheme	-28.3	0.0	0.0
Specific Grants	-36.5	0.0	0.0
Council Tax	-253.8	0.0	0.0
FUNDING	-318.7	0.0	0.0
Net Position	0.0	6.0	-1.7

5. Adults and Health Committee:

- The Adult Social Care (Operations and Commissioning) and Public Health budgets remain under continued pressure across the country. The rising cost of Social Care in Cheshire East is driven by increasing demand for services, increasing complexity of the demand and increasing costs in providing them. Demand for Social Care is therefore not driven exclusively by an ageing population, the prevalence of disability among working-age adults has also increased over recent years. In addition to increasing demand, the unit cost of providing care services is also going up, driven mainly by workforce costs and this has been recognised in the 2023/24 budget where growth has been allocated.

6. Children and Families Committee:

- The Children and Families final outturn for 2022/23 reflects a £5.2m overspend. The breakdown of that position is shown in the main summary table. The key pressure areas for the directorate include the following:
- Children's social care agency placements – where the number of children in care has continued to increase from 521 at April 2022 to 585 at April 2023 and placement costs are increasing by more than inflation.
- The increased use and cost of agency staff in children's social care to cover vacant posts.
- Higher legal costs within children's social care with longer processes and more challenge.
- Home to school transport costs – where a mix of increasing numbers of pupils with an education, health and care plan (EHCP), driver shortages and increasing fuel costs have seen overall costs rise.

- Educational Psychologists – where there is the need for agency staff to cover posts and challenges in recruiting and retaining staff.
- The £5.2m reflects the position after £4m of one-off mitigating measures have been applied including resettlement funding, funding transformation costs from capital receipts and use of earmarked reserves. As a result, the underlying pressure is much greater.
- A number of these items are reflected in growth allocations in the MTFs. However, the position will require careful management during 2023/24 and the Directorate is developing work plans.

Dedicated School Grant (DSG):

- The key pressure on DSG relates to the high needs block where the SEND service continues to see a significant increase in the number of pupils with an EHCP.
- This has placed pressure on the grant used to provide funding for children with SEND in various settings and led to a £21.2m overspend in 2022/23. This adds on to the brought forward deficit of £25.7m to take the DSG Reserve to a £46.9m deficit position.
- This is in line with the budget gap as determined by the council's DSG Management Plan that was reported to Children and Families Committee in September 2022 and set out the planned expenditure and income on high needs over the medium term.
- The deficit is currently being managed by an accounting override until 2026 which allows it to be treated as an un-usable reserve. At this stage the position is not recoverable unless there are significant changes to funding or demand or both.

7. Environment and Communities Committee:

- Environment & Neighbourhood Services are reporting a pressure of £2.2m against a net budget of £43.6m. £1.9m of this relates to income pressures in Planning, Libraries and Licensing as a legacy of the covid pandemic. £0.4m relates to covid related costs as more people are working from home leading to increased waste collection and transfer costs due to tonnage growth. A net £0.9m non covid pressure arises in Environmental Services due to the impact of the pay rise pressure on the cost of services delivered to the Council by it's wholly owned companies, plus increased costs as a consequence of significant inflation impacts against waste disposal contracts, together with waste transfer station maintenance and compliance measures. These costs increased have been mitigated to some extent by a higher than expected bereavement income surplus and a tonnage rebate from Ansa due mainly to lower organic waste in quarter 4. There is a large staffing underspend across the majority of services due to vacancies and delaying recruitment to improve the overall Council financial position, offset slightly by the pay rise pressure.

8. Economy and Growth Committee:

- Growth & Enterprise have an underspend of £1.6m against a net budget of £22.3m. There were a number of measures taken to help with the Council's financial position including releasing funding in Economic Development of £0.8m, reduction in planned maintenance in Facilities Management and Farms, stopping non-essential spend and holding vacancies across the majority of the services. Growth & Enterprise had inflationary pressures from the pay rise, responsive maintenance and energy costs which reduced the underspend available.

9. Highways and Transport Committee:

- Highways & Infrastructure are reporting an underspend of £1.6m against a net budget of £13.7m. There is a pressure of £0.8m included within these figures for lower income received from pay and display car parks, annual and quarterly parking permits and from penalty charge notices within Parking. This has been offset by £1.3m of additional income from Highways and Infrastructure, releases of earmarked reserves to improve the Council position of £0.4m, vacancies and delayed recruitment across the majority of services and a LEP contribution towards HS2.

10. Corporate Policy Committee:

- The Corporate Services Directorate has reported an underspend against budget of £651,000.
- The main underspends in the service were due to holding vacancies across many services in the Directorate, reduced non-essential spend, and, as a result of the continued impact of COVID bounce-back, additional marriage income in Registrations. These underspends were partially offset by overspends in ICT Shared Services, and the shared Transactional Services Centre. There was also an overspend on Housing Benefits Payments Centre, which is a volatile budget and additional one-off costs relating from the implementation of the Unit 4/Best4Business System, which cannot be charged to the joint capital project with Cheshire West and Chester Council.

11. Central Budgets:

- The Central Budgets are reporting an underspend of £7.9m against budget. This relates to the drawdown from reserves, for prior year funding that has been carried forward to 2022/23, to offset Covid scarring costs held within services and the over recovery of past service employer pension contributions compared to the budget set.

12. Other Companies:

- The Council's wholly owned companies' core contract expenditure was £37.94m in 2022/23, relating to services provided at cost for the Council. This position includes a net £1.5m of additional costs in year, relating to pay award pressures, significant inflation against contracts and materials, the legacy effects of Covid and increased demand for services; partly offset by improvements against waste tonnages, bereavement income and staffing vacancies, and other efficiencies. The net increase in cost is reflected in the Council's outturn position, mainly against Environment & Communities Committee services, but also partly Highways & Transport Committee functions.
- Ansa and Orbitas realised £0.356m in profits (after tax) from commercial activities. Although Transport Service Solutions (TSS) ceased trading on 31 March 2022, there were residual transactions in 2022/23, as part of winding down the company, generating a £0.106m surplus as at 31 March 2023, which will be paid as a final dividend in 2023/24. An interim dividend of £0.291m was paid in-year from TSS to the Council.

Outturn Impact

13. At the third financial update stage it was planned that £5.2m would be used from the MTFS reserve to mitigate the forecast overspend. The residual impact on General Reserves were planned to be a reduction of £2.5m, decreasing the forecast closing balance of £14.9m to a potential closing balance of £12.4m, which is aligned to the risk assessed level of reserves for the 2023/24 Budget.
14. The actual overspend has allowed the use of the General Reserve to be reduced to £0.8m taking the closing balance to £14.1m.

Collecting Local Taxes for Local Expenditure

15. Cheshire East Council collects Council Tax and Non Domestic Rates for use locally and nationally.

Council Tax

16. Council tax is set locally and retained for spending locally. Council tax was set for 2022/23 at £1,626.24 for a Band D property. This is applied to the taxbase.
17. The taxbase for Cheshire East reflects the equivalent number of domestic properties in Band D that the Council is able to collect council tax from (after adjustments for relevant discounts, exemptions and an element of non-collection). The taxbase for 2022/23 was agreed at 156,607.48 which, when multiplied by the Band D charge, means that the expected income for the year is £254.7m.
18. In addition to this, Cheshire East Council collects council tax on behalf of the Cheshire Police and Crime Commissioner, the Cheshire Fire Authority and Parish Councils. **Table 3** shows these amounts separately, giving a total budgeted collectable amount of £313.8m.
19. This figure is based on the assumption that the Council will collect at least 99% of the amount billed. The Council will always pursue 100% collection, however to allow for non-collection the amount billed will therefore exceed the budget.
20. This figure may also vary during the year to take account of changes to Council Tax Support payments, the granting of discounts and exemptions, and changes in numbers and value of properties. The amount billed to date is £315.6m.

Table 3 – Cheshire East Council collects Council Tax on behalf of other precepting authorities

	£m
Cheshire East Council	254.7
Cheshire Police and Crime Commissioner	36.9
Cheshire Fire Authority	12.9
Town and Parish Councils	9.3
Total	313.8

21. **Table 4** shows collection rates within three years and, following a slight drop below this rate during the Covid-19 pandemic, demonstrates that 99% collection rate is on target to be achieved within this period for 2022/23.
22. **Table 4 – 99% of Council Tax is collected in three years**

Financial Year	CEC Cumulative			
	2019/20	2020/21	2021/22	2022/23
	%	%	%	%
After 1 year	97.9	97.4	97.8	98.2
After 2 years	98.8	98.6	98.5	**
After 3 years	98.9	98.9	**	**

**data not yet available

23. The council tax in-year collection rate for the period up to the end of March 2023 is 98.2%. This is a small increase of 0.4% on the previous year, despite current cost of living pressures. Facilities are in place for residents to extend payments where needed and staff are engaging with residents who need additional support.

24. Council tax support payments were budgeted at £18.4m for 2022/23 and at the end of March 2023 the total council tax support awarded was £18.7m.
25. During 2021/22 there was a consultation and review of the Council Tax Support scheme resulting in some amendments being made. The revised scheme was confirmed by full Council in December 2021.
26. Council tax discounts awarded are £29.4m which is an increase of £1.9m in comparison to the same period in 2021/22. This increase is attributable to work related to raising awareness of the discounts available to residents.
27. Council tax exemptions awarded is £8.0m, which is a small increase of £0.4m compared with 2021/22.

Non-Domestic Rates (NDR)

28. NDR is collected from businesses in Cheshire East based on commercial rateable property values and a nationally set multiplier. The multiplier changes annually in line with inflation and takes account of the costs of small business rate relief.
29. The small business multiplier applied to businesses which qualify for the small business relief was set at 49.9p in 2022/23. The non-domestic multiplier was set at 51.2p in the pound for 2022/23.
30. **Table 5** demonstrates how collection continues to improve even after year end. The table shows how over 99% of non-domestic rates are collected within three years.

31. **Table 5 – Over 99% of Business Rates are collected within three years**

Financial Year	CEC Cumulative			
	2019/20	2020/21	2021/22	2022/23
	%	%	%	%
After 1 year	98.2	92.4	95.6	98.2
After 2 years	98.4	97.4	98.3	**
After 3 years	99.2	99.0	**	**

**data not yet available

32. The business rates in-year collection rate for the period up to the end of March 2023 is 98.2%. This is a 2.6% increase on last year and continues the growth of collection rates back to pre-pandemic figures. A return to standard collection processes and government support through additional reliefs has assisted the recovery in collection.

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Appendix 5 : Environment and Communities Committee

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Environment and Communities Committee Extracts

1. Changes to Revenue Budget 2022/23 since Third Financial Review Update

2. Corporate Grants Register

Table 1: Environment and Communities Committee Grants

**Table 2: Delegated Decision Additional Grant Funding (Specific Purpose)
£500,000 or less**

**Table 3: Delegated Decision Additional Grant Funding (General Purpose)
£500,000 or less**

3. Debt Management

4. Capital Strategy

5. Reserves Strategy

Appendix 5

Environment and Communities Committee

1. Changes to Revenue Budget 2022/23 since Third Financial Review Update

	Third review Net Budget £000	Additional Grant Funding £000	Restructuring & Realignments £000	Revised Net Budget £000
Environment and Communities				
Environment & Neighbourhood Service	44,409	25	(826)	43,608
	44,409	25	(826)	43,608

2. Corporate Grants Register

Table 1 – Corporate Grants Register

Grants 2022/23	Revised Forecast FR3 2022/23 £000	Final Outturn 2022/23 £000	Change from Revised Forecast FR3 2022/23 £000	Treatment of Grant <i>Notes 2 - 5</i>
ENVIRONMENT & COMMUNITIES				
Specific Purpose (Held within Services)	385	411	25	
General Use (Held Corporately)				
Neighbourhood Planning Grant	35	35	0	
Air Quality New Burdens	0	12	12	SRE
TOTAL ENVIRONMENT & COMMUNITIES	420	457	37	

Notes

- 1 The Dedicated Schools Grant, Pupil Premium Grant, Sixth Form Grant and Other School Specific Grant from the Education Funding Agency (EFA) figures are based on actual anticipated allocations. Changes are for in-year increases/decreases to allocations by the DfE and conversions to academy status.
- 2 SRE - Supplementary Revenue Estimate requested by relevant service.
- 3 ODR - Officer Decision Record to approve immediate budget change to relevant service.
- 4 Reserves - transfer to reserves at year end.
- 5 Balances - amount will be included as a variance to budget.

2.1 Cheshire East Council receives two main types of Government grants; specific use grants and general purpose grants. Specific use grants are held within the relevant service with a corresponding expenditure budget. Whereas general purpose grants are held in central budgets with a corresponding expenditure budget within the allocated service area.

2.2 Spending in relation to specific use grants must be in line with the purpose for which it is provided.

2.3 **Table 2** shows additional specific purpose grant allocations that have been received which are £500,000 or less and are for noting only.

2.4 **Table 3** shows additional general use grant allocations that have been received which are £500,000 or less and are for noting only.

Table 2 – Note Delegated Decision - Supplementary Revenue Estimate Requests for Allocation of Additional Grant Funding (Specific Purpose) £500,000 or less

Committee	Type of Grant	£000	Details
Environment and Communities	Section 31 grant - Biodiversity net gain (Specific Purpose)	23	This grant is from the Department for Environment, Food and Rural Affairs and is an increase on the Financial Review 3 forecast. This funding will allow the Planning service to adopt the mandatory Biodiversity Net Gain approach to Development coming into force in 2023, to ensure that natural habitats are extended or improved as part of a project or development.
Environment and Communities	Taxi and PHV Database Payment Notification (Specific Purpose)	1	This grant is from the Department for Environment, Food and Rural Affairs. The purpose of the payment is to provide support to licensing authorities in England towards expenditure lawfully incurred by them as a result of implementation of the Air Quality (Taxi and Private Hire Vehicles Database) (England and Wales) Regulations 2019. The activity subject of the funding is a weekly upload of details relating to taxi and PHV's that have been licensed in their area and include information such as vehicle registration number, start and expiry date of vehicle licence, whether the vehicle is a Taxi or PHV and the name of the licensing authority.
Environment and Communities	Local Development Order Grant (Specific Purpose)	83	This grant is from Department for Communities and Local Government. Funding was received from DCLG to assist in the preparation of two residential-led LDOs in Macclesfield town centre.

Environment and Communities	Apprentice Incentive Scheme (Specific Purpose)	6	This grant is from the Department for Education. Payment for taking on an apprentice and can be spent on any costs associated with supporting an apprentice in the workplace including salary (https://www.gov.uk/guidance/incentive-payments-for-hiring-a-new-apprentice). This is allocated via Children's Services.
Total Specific Purpose Allocations less than £500,000		113	

Table 3 – Note Delegated Decision - Supplementary Revenue Estimate Requests for Allocation of Additional Grant Funding (General Purpose) £500,000 or less

Committee	Type of Grant	£000	Details
Environment and Communities	Air Quality New Burdens (General Use)	12	This grant is from the Department of Environment, Food and Rural Affairs (DEFRA). The purpose of the grant is to provide support to local authorities by contributing to reductions in air pollutant emissions and/or concentrations in areas throughout England. By providing local authorities with funding for measures introduced through the Environment Act to improve the enforcement and management of smoke emissions in smoke control areas.
Total General Purpose Allocations less than £500,000		12	

3. Debt Management

	Outstanding Debt £000	Over 6 months old £000
Environment and Communities Committee		
Environment and Neighbourhood Services	1,116	243
	10,449	6,679

4. Capital Strategy

Environment and Communities								CAPITAL					
CAPITAL PROGRAMME 2022/23 - 2025/26													
Scheme Description	Forecast Expenditure							Forecast Funding					Total Funding £000
	Total Approved Budget £000	Prior Years £000	Actuals 2022/23 £000	Forecast Budget 2023/24 £000	Forecast Budget 2024/25 £000	Forecast Budget 2025/26 £000	Total Forecast Budget 2022/26 £000	Grants £000	External Contributions £000	Revenue Contributions £000	Capital Receipts £000	Prudential Borrowing £000	
Committed Schemes													
Environment Services													
Arnold Rhodes Public Open Space Improvements Phase 2	94	89	0	5	0	0	5	0	5	0	0	0	5
Bereavement Service Data System	35	0	6	29	0	0	35	0	0	35	0	0	35
Browns Lane, Wilmslow Play Area	570	541	29	0	0	0	29	0	29	0	0	0	29
Church Lane Community Park Development	95	93	0	2	0	0	2	0	2	0	0	0	2
Congleton Household Waste Recycling Centre	50	20	0	30	0	0	30	0	0	0	0	30	30
Crewe Towns Fund - Pocket Parks	66	3	64	0	0	0	64	64	0	0	0	0	64
Energy Improvements at Cledford Lane	985	825	65	95	0	0	160	0	0	0	0	160	160
Future High Street Funding - Sustainable Energy Network	2,643	150	139	2,353	0	0	2,493	2,493	0	0	0	0	2,493
Green Investment Scheme (Solar Farm)	3,950	64	275	3,611	0	0	3,886	0	0	0	0	3,886	3,886
Hassall Road Play Area Improvements	77	73	4	0	0	0	4	0	4	0	0	0	4
Household Bins Scheme	326	0	326	0	0	0	326	0	0	276	0	50	326
Litter and Recycling Bins	208	56	54	46	52	0	152	0	0	0	0	152	152
Little Lindow Open Space Improvements	69	7	57	5	0	0	62	0	62	0	0	0	62
Nantwich Cemetery Roadway Extension	75	60	12	3	0	0	15	0	0	15	0	0	15
Newtown Sports Facilities Improvements	99	81	0	18	0	0	18	0	18	0	0	0	18
Organic Waste Treatment Plant			-9	0	0	0	-9	0	0	0	0	-9	-9
Park Development Fund	931	496	81	204	150	0	435	0	0	0	0	435	435
Pastures Wood Decarbonisation	51	28	4	20	0	0	23	0	0	23	0	0	23
Pheasant Walk Play Area Improvements	18	9	9	0	0	0	9	0	9	0	0	0	9
Queens Park Lake Planting	18	17	0	1	0	0	1	0	1	0	0	0	1
Robin Lane Park Improvments			13	0	0	0	13	0	0	0	0	13	13
Rotherhead Drive Open Space and Play Area	141	111	3	28	0	0	30	0	30	0	0	0	30
Victoria Park Pitch Improvements	29	5	0	24	0	0	24	0	24	0	0	0	24
Victoria Park Improvements	82	7	75	0	0	0	75	0	73	0	0	2	75
Wynbunbury Parish Open Space	5	1	0	4	0	0	4	0	4	0	0	0	4

CAPITAL PROGRAMME 2022/23 - 2025/26													
Scheme Description	Forecast Expenditure							Forecast Funding					
	Total Approved Budget £000	Prior Years £000	Actuals 2022/23 £000	Forecast Budget 2023/24 £000	Forecast Budget 2024/25 £000	Forecast Budget 2025/26 £000	Total Forecast Budget 2022/26 £000	Grants £000	External Contributions £000	Revenue Contributions £000	Capital Receipts £000	Prudential Borrowing £000	Total Funding £000
Committed Schemes													
Neighbourhood Services													
Congleton Leisure Centre	12,860	6,272	6,404	184	0	0	6,588	0	0	0	0	6,588	6,588
Crewe Towns Fund - Cumberland Arena	106	0	106	0	0	0	106	106	0	0	0	0	106
Crewe Towns Fund - Valley Brook Green Corridor	100	2	52	46	0	0	98	98	0	0	0	0	98
Libraries - Next Generation - Self Service	374	322	7	44	0	0	52	0	0	0	0	52	52
Macclesfield Leisure Centre Improvements	3,865	3,398	0	467	0	0	467	0	0	0	0	467	467
Middlewich Leisure Centre	60	6	45	9	0	0	54	0	0	0	0	54	54
Nantwich Pool Improvemnts	2,251	1,923	328	0	0	0	328	0	0	0	0	328	328
Poynton Leisure Centre	4,606	391	26	1,974	2,215	0	4,215	0	0	0	0	4,215	4,215
								0	0	0	0	0	
Planning Services								0	0	0	0	0	
Replacement Planning System	415	320	95	0	0	0	95	0	0	0	0	95	95
Regulatory Services & Enviromental Health ICT System	313	240	27	46	0	0	73	0	0	49	0	25	73
Replacement CCTV Cameras	302	0	135	167	0	0	302	0	0	263	0	39	302
Total Committed Schemes	35,868	15,608	8,432	9,415	2,417	0	20,264	2,760	263	660	0	16,580	20,264
New Schemes													
Environment Services													
Alderley Edge Park & Chorley Hall Lane Pitch Impr.	25	0	13	12	0	0	25	0	25	0	0	0	25
Barony Skate Park Refurbishment	100	0	0	100	0	0	100	100	0	0	0	0	100
Bollington War Memorial – new planting beds	1	0	1	0	0	0	1	0	1	0	0	0	1
Carbon Offset Investment	1,000	0	78	172	250	500	1,000	0	0	0	0	1,000	1,000
Chelford Village Hall Improvements	164	0	115	50	0	0	164	0	164	0	0	0	164
Fleet Vehicle Electric Charging	585	0	0	290	179	116	585	0	0	0	0	585	585
Getting Building Fund Repayment	4,405	0	4,404	0	0	0	4,405	0	0	0	0	4,405	4,405
Hield Grove Play Area	19	0	19	0	0	0	19	19	0	0	0	0	19
Household Waste Recycling Centres	860	0	39	821	0	0	860	0	0	0	0	860	860
Over Peover Amenity Improvements	10	0	10	0	0	0	10	0	10	0	0	0	10
Solar Energy Generation	14,180	0	48	252	13,880	0	14,180	0	0	0	0	14,180	14,180
South Park Ecology Appraisal	2	0	2	0	0	0	2	0	2	0	0	0	2
The Carrs Species Survey and Review	1	0	1	0	0	0	1	0	1	0	0	0	1
Woodland South of Coppice Way, Handforth	89	0	66	22	0	0	89	0	89	0	0	0	89
Total New Schemes	21,441	0	4,796	1,719	14,309	616	21,441	119	267	0	0	21,030	21,441
Total Environment and Communities Schemes	57,309	15,608	13,227	11,135	16,726	616	41,704	2,879	529	660	0	37,611	41,704

5. Reserves Strategy

Name of Reserve	Opening Balance 1 April 2022 £000	Movement in Reserves 2022/23 £000	Closing Balance 31 March 2023 £000	Notes
<u>Environment and Neighbourhood Services</u>				
Strategic Planning	568	0	568	To meet costs associated with the Local Plan - site allocations, minerals and waste DPD.
Trees / Structures Risk Management	202	(36)	166	New reserve to respond to increases in risks relating to the environment, in particular the management of trees, structures and dealing with adverse weather events.
Spatial Planning - revenue grant	89	0	89	Funding IT costs over 4 years.
Neighbourhood Planning	82	0	82	To match income and expenditure.
Air Quality	36	0	36	Air Quality Management - DEFRA Action Plan. Relocating electric vehicle chargepoint in Congleton.
Street Cleansing	26	0	26	Committed expenditure on voluntary litter picking equipment and electric blowers.
Custom Build & Brownfield Register	19	(19)	0	
Community Protection	17	0	17	
Licensing Enforcement	15	(7)	8	Three year reserve to fund a third party review and update of the Cheshire East Council Taxi Licensing Enforcement Policies.
Flood Water Management (Emergency Planning)	2	0	2	Plans to draw down the reserve in 2023/24 relating to Public Information Works.
ENVIRONMENT AND COMMUNITIES TOTAL	1,056	(62)	994	

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Annex 3 – Update on MTFS 2023-27 Approved Budget Policy Change Items

MTFS Ref No	Detailed List of Proposed Budget Changes – Service Budgets	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	RAG rating	Commentary
	Environment and Communities Committee	4.468**	-0.160**	0.837	1.696		** Totals will not match to MTFS as Place Restructuring items all moved under E&G
80	Waste Disposal - Contract Inflation and Tonnage Growth	4.976	0.989	0.402	0.721		Regular monitoring of actual v's forecast tonnages continues to be undertaken across all waste streams collected. This monitoring also covers the unit rate disposal costs where these vary due to market forces, such as recyclates collected at the kerbside.
81	Pay Inflation – Wholly Owned Companies	1.378	0.440	0.507	0.519		The total cost of pay inflation may exceed 5% based on national pay negotiations. This may be mitigated through management of vacancies.
82	Pay inflation - CEC	1.239	0.503	0.431	0.443		The total cost of pay inflation may exceed 5% based on national pay negotiations. This may be mitigated through management of vacancies.
83	Planning and Building Control income	0.800	-	-	-		Action complete – budget adjusted.
84	Environmental Hub maintenance	0.447	0.023	0.018	0.012		Maintenance works to this key Council owned operational facility are ongoing and continue to be delivered within forecast budget.
85	Review of governance of Council Wholly Owned Companies and seeking increased opportunities for savings / commercial opportunities	0.240	-	-	-		Budget line adjustment only to balance previous under recovery of savings target – now actioned.
86	Orbitas management fee uplift	0.175	-	-	-		Now included in agreed Orbitas management fee for 2023/24.
87	Bereavement income	-0.175	-	-	-		Now included in agreed Environment Commissioning budget for 2023/24 and

Annex 3 – Update on MTFS 2023-27 Approved Budget Policy Change Items

MTFS Ref No	Detailed List of Proposed Budget Changes – Service Budgets	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	RAG rating	Commentary
							income against revised target continues to be regularly monitored.
88	Closed Cemeteries	0.093	0.005	0.005	0.005		A single closed cemetery has now transferred to Cheshire East Council and regular works have been incorporated within commissioned maintenance schedules.
89	Local Plan Review	0.036	0.255	-0.160	0.033		On track, subject to ongoing monitoring.
90	Strategic Leisure Review	-1.291	1.056	-0.207	-0.037		The Strategic Leisure Review is now well established in terms of governance and collating the relevant public health data sets which will inform the outcomes. Target is to seek approval to consult on the draft review outcomes at a November Committee. 2023/24 savings have been substantially secured, where appropriate under the operating contract with Everybody Health & Leisure.
91	Maintenance of green spaces	-0.398	-0.200	-	-		Works to develop a new draft maintenance schedule policy are now well progressed with a September Committee date targeted to seek approval to consult publicly. Environmental Services as the commissioner continue to work with ANSA Environmental Services as the appointed provider to mitigate any in year effects.
92	Review Waste Collection Service - Green Waste	-0.900	-3.150	-	-		All aspects of the implementation programme are on track for delivery, with update to Committee on details and timescales scheduled for July 2023.
93	Libraries - Service Review	-0.519	-0.200	-	-		Public consultation launched on 9 th June until 9 July, seeking views on revised opening hours

Annex 3 – Update on MTFS 2023-27 Approved Budget Policy Change Items

MTFS Ref No	Detailed List of Proposed Budget Changes – Service Budgets	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	RAG rating	Commentary
							across all library sites. Update to Committee on implementation of the review is scheduled for July 2023.
94	Pension Costs Adjustment	-0.676	-0.151	-0.159	-		On track, subject to ongoing monitoring, dependent on in-year staffing costs.
95	Investment in improving the customer experience in Planning Services	-0.500*	-	-	-		Action complete – budget adjusted.
97	Review Closed Landfill Sites	-0.300	0.300	-	-		Budget line adjustment only – now actioned.
98	Move to a single contractor to maintain all Council owned green spaces	-0.075	-	-	-		Works are continuing to migrate the grounds maintenance functions from highways to with ANSA Environmental Services Ltd as the single provider of these services. This has been combined with MTFS line 91 due to synergies.
99	Environment Strategy and Carbon Neutrality	-0.061	-	-	-		Budget line adjustment only – now actioned.
100	CCTV	-	-0.030	-	-		Income opportunities are currently being explored both new and by expansion of existing external customer base offer.
101	Household Waste and Recycling Centres - introduce residency checks	-0.021	-	-	-		Implementation of proposal has been delayed.

* Item represented a one-off spend in 2022/23. As it is not a permanent part of the budget, the value of the proposal is reversed in 2023/24

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OPEN/NOT FOR PUBLICATION

By virtue of paragraph(s) X of Part 1 Schedule 1 of the Local Government Act 1972.

**Environment and Communities
Committee****27 July 2023****MTFS 92 Green Waste Subscription – Implementation
Update****Report of: Peter Skates, Acting Executive Director - Place****Report Reference No: EC/05/23-24****Ward(s) Affected: ALL****Purpose of Report**

- 1 This report details the progress in delivering the Green Waste subscription charge which is a key element of the Council achieving a balanced budget in the councils Medium Term Financial Strategy (MTFS) 2023-27.
- 2 The report provides details of how the charge will be implemented and public engagement undertaken.

Executive Summary

- 3 The aim of the Green Waste Subscription charge is to maintain the green bin green waste collection service through introducing an annual fixed charge to those residents who chose to subscribe. This is, to assist the authority in the cost of operating this non statutory waste recycling service.
- 4 The implementation of the Green Waste Subscription Charge was approved by Full Council in February 2023, as part of the MTFS. The purpose of this paper is to provide the Committee with an update on the progress of implementing the proposal, together with the key details around how and when the scheme will operate.
- 5 To achieve a balanced budget for the Council line 92 of the MTFS requires an income after costs of £900,000 in 2023-24 and an additional

£3,150,000 in 2024-25 to give a full year income target going forward of £4,050,000.

- 6 Since the agreement of the MTFS the Environmental Services team has coordinated this major change project, working with key enablers and its delivery partner Ansa Environmental Services to ensure that the proposal is implemented in line with the decision from Full Council.
- 7 The charge will be as per existing charge for second green waste bin, £56 set annually through the Council's fees and charges procedure. The scheme will go live for the public to pay subscriptions in October 2023 with the chargeable service commencing in January 2024. There will be no changes to bin collection dates.
- 8 As with many authorities that run a chargeable scheme, on receipt of payment the householder will be sent a specialist sticker to attach to the bin as evidence they have paid the subscription and for the bin to be collected. Those who do not subscribe will retain their garden bins at their property to allow the option of future subscription, without the need of purchasing a new bin.
- 9 Messaging about the subscription service will provide information on home composting available through the council's website and through the work of our waste prevention volunteers at community events though the year.

RECOMMENDATIONS

The Environment and Communities Committee is recommended to:

1. Agree the proposals for delivering the Green Waste subscription charge as included within the Medium-Term Financial Strategy 2023-27, including the initial annual subscription charge of £56.00, which in future will be agreed as part of the Council's fees and charges regime.
2. Delegate authority to the Head of Environmental Services in conjunction with relevant council teams to undertake all necessary actions to implement and deliver the Garden Waste subscription scheme.

Background

- 10 Cheshire East Council currently provides a free green waste collection and recycling service to properties on wheeled bin rounds able to store a green waste bin. Those properties that receive this free service are

also already able to apply for additional green bins, at the resident's cost, and collections for an annual subscription charge.

- 11 The authority currently encourages residents to recycle food waste within the green waste bins.
- 12 The authority is experiencing a significant increase in its contract costs due to inflation and contractual changes. The Council currently charges for the emptying of additional green bins.
- 13 It is common in many similar authorities and surrounding authorities to charge for this aspect of garden recycling. Nationally in 2019 (the latest figure available) 65% of Local Authorities charged for green waste collections. It is also noted that a number of Councils have this year consulted on this proposal as part of their own MTFS budget setting process, such as Shropshire Council.
- 14 The level of the annual charge will be set as part of the authority's fees and charges process updated at the start of each year and includes any inflation impacts at the prevailing rate. For the first year it will be as per existing charge for second green waste bin, £56. Similar bench marked authorities currently charge between £40 – £60 per bin.
- 15 A 25% reduction concessionary rate in line with other chargeable waste concessionary discounts will be applied for qualifying benefits assuming purchase in advance, no concessions will be given for subscribing part way through the year. The charge is per bin with customers still able to order multiple garden bins which will each incur an additional subscription charge.
- 16 The proposal is forecast to generate £4.05m split across two years, £0.9m in 2023/24 with the balance in 2024/25.
- 17 This is based around a series of high-level assumptions related to number of applicable properties who have green waste collections at present, the level of take up to the subscription and also the value of the annual charge.
- 18 An allowance has been made within these assumptions to cover the financial risks associated with.
 - (a) Implementation costs, both one off and ongoing
 - (b) Green waste disposal and processing contract changes
 - (c) Migration of food waste into the residual waste stream

- (d) Migration of a small volume of green waste into the residual waste stream
 - (e) Observing an increased tonnage of green waste being processed through the Council's Household Waste Recycling Centres
- 19 The scheme will go live for the public to pay subscriptions in October 2023 with the chargeable service commencing in January 2024 and running through to December with a 4–6 week break over Christmas and New Year period, depending on when individual collections occur.
 - 20 Following consultation on the Council's budget proposals as part of the MTFS development a full communications campaign has been developed and will begin in August 2023 up until the launch of the payments system in October. This will include a leaflet to every household who are eligible to have a green waste bin as well as website, social media, press releases, and advertisement on our refuse collection vehicles.
 - 21 Approximately 80% of the households in the Cheshire East borough, circa 150,000 properties are eligible for the garden bin collection service due to constraints on house design and collection round limitations.
 - 22 Customers will be able to subscribe through our website, by telephone and in person at customer centres however there will be a presumption of digital first to reduce demands on our call centre and customer centres.
 - 23 Subscribing customers will get a subscription sticker to be placed on their bin. These stickers enable collection crews to identify the garden bin and it show the customer has paid for the service. Collection vehicles will also have a record of the subscription through our in-vehicle technology that is also linked and visible to the customer centre. A new collection sticker will be posted out each year to subscribers.
 - 24 All stickers will be designed to fray and tear when removed from the bins, this prevents them being reused by other residents. Stickers also have the customer address/unique reference number on them which allows the waste teams to check if the bin is at the relevant location.
 - 25 Customers who move house within Cheshire East part way through the subscription year, will be able to transfer the subscription to their new address. Garden bins remain with the previous property.
 - 26 The new bin charge covering administration and delivery of a new bin still applies for customers who do not have an existing green waste bin and additional or replacement bins. If a bin is damaged and this has

been caused during the collection process and we can verify this, the bin will be replaced free of charge.

- 27 Bins from customers who do not subscribe will cease to be emptied from the closure of the green waste collections at the end of December 2023. They will retain their garden bins at their property to allow the option of future subscription without the need of purchasing a new bin. The authority is not able to practically or economically collect bins from members of the public who do not subscribe to the scheme.
- 28 The council though Ansa Environmental Service's will employ up to an additional 4 customer facing waste and recycling officers to aid this transition on the ground. It is anticipated these will be reduced to two officers as the system beds in over the second year.
- 29 Customers that do not sign up to the green waste collection service, will be asked to put food waste in the black residual bin. Messaging about the subscription service will also provide information on home composting available through the Council's web site and through the work of our waste prevention volunteers at community events though the year.
- 30 We anticipate a reduction in the recycling rate, due to the fact that not all applicable households will choose to subscribe to the service, with the potential risk of an increase to the residual waste disposal indicator, although the authority does not use landfill as its main means of disposal. This has been estimated and accounted for in planning the scheme to deliver the required income target.
- 31 In the wider context central government as part of the Environment Act consistency in collections legislation, has consulted on requiring and resourcing councils to set up a separate food waste collection to all properties. Although we await final legislative confirmation of this it is anticipated that weekly food waste collections will be required and that this new separate service will replace the existing co-mingled garden and food waste service for Cheshire East from 2025. Once in place this should restore recycling levels for food waste from this point.
- 32 Cheshire East Council wholly own the in vessel composting facility that process the food and green waste we collect from householders. The introduction of this service will require adjustments to our contract with the provider who operates this plant on the council's behalf. This is agreed in principle with the contractor to ensure an equitable contract amendment for all parties and a detailed contract change is now progressing.

- 33 There is no evidence to suggest that Cheshire East will see any increase in fly-tipping as a result of a subscription service being brought in. Other councils that have introduced similar schemes have not seen an increase. We will continue to monitor Fly-tipping and seek to fine and prosecute offenders where appropriate.

Consultation and Engagement

- 34 The subscription chargeable green waste service was consulted upon in January of 2023 as part of the council's Medium Term Financial Strategy (MTFS) budget engagement. The consultation received 267 survey respondents making a total of 475 comments on the proposed Green Waste subscription. Overall, there was 66% net opposition to the proposal.
- 35 When invited to give reasons for their support or opposition comments were summarised in five main categories of Environmental Impact (216 comments), Impact of Green Waste Charges (119 comments) Financial Commentary (105 comments), Alternatives to Charges (27 comments) and Impacted groups (8 comments).
- 36 In response to the MTFS consultation concerns over the environmental impact, it is expected that overall waste per household is likely to reduce with the promotion of home composting. The reduction in the ability to recycle food waste is likely to be temporary with central government consultation on introducing a consistent approach to collections funding a transition to a separate food waste collection. With respect to green waste charges impact the council will continue to prosecute fly tippers and has no evidence of similar authorities introducing a charge that this is likely to increase fly tipping.
- 37 With respect to a financial commentary and alternatives to charges the council has explored a number of other options outlined below in alternatives considered; however, this is considered the only option to deliver the level of income within the required time scales to balance the council's budget. For those who have difficulty moving bins they can apply for an assisted bin collection service. A concessionary rate will also be applied in line with other chargeable waste services from the Council for those on qualifying benefits.
- 38 The full consultation response report can be found on the council's website [CE Budget Engagement 2023 - 2027 - Full report \(cheshireeast.gov.uk\)](https://www.cheshireeast.gov.uk/CE-Budget-Engagement-2023-2027-Full-report) [SECTION: Environment & Communities Committee p 95 proposals](#)

Reasons for Recommendations

39 The proposal supports Open and enabling objective of the cooperate plan. Delivering the priority set out to:

- (a) support a sustainable financial future for the council, through service development, improvement and transformation

40 **Other Options Considered**

41 Other options included the further reduction in the provision of household waste recycling centres and the introduction of a three weekly black bin collection. Neither of these options could be achieved in the required timescales or provided the level of savings needed though the introduction of the green waste subscription service.

42 The following options appraisal outlines the other options considered in more detail:

Option	Impact	Risk
Reduction in the frequency of residual waste collections from 2 weekly to 3 weekly.	This option would require a major redesign of the council's collection system. It would take 2 years to deliver. Initial feasibility undertaken suggested it would save in the order of £1-1.5million per year, excluding any costs of change.	Government is consulting on major changes to Council recycling and waste collections from 2025. This may prohibit 3 weekly collections but if permitted it would be better to align the change to three weekly with other changes 2025 onwards
The Committee resolving to do nothing	The Committee would need to identify alternative savings / income to deliver the required income target of £4,050,000.	The Council cannot deliver a balanced budget.

Implications and Comments

Monitoring Officer/Legal

43 The advice on the proposals summarised as follows:

- (a) The Council is subject to the waste collection duty, part of which includes the collection of household waste (Section 45(1)(a) EPA 1990). Section 75(5) of EPA 1990 provides that "household

waste” means waste from a domestic property (a building, or a self-contained part of a building, used wholly for the purposes of living accommodation); a caravan on a caravan site; a residential home; premises forming part of a university, school or other educational establishment; and premises forming part of a hospital or nursing home.

- (i) The general rule is that the Council cannot charge for the collection of household waste. Section 45(3) EPA 1990 provides that (emphasis added):
- (b) However, the general rule above is subject to the exceptions in Schedule 1, Paragraph 4 of the Controlled Waste Regulations. One of these exceptions allows the Council to charge for the collection of green waste. Food waste is not currently subject to an equivalent exception, and therefore the Council must collect household food waste and cannot charge for this.
- (c) This may lead to difficulties if food waste and green waste are collected together i.e., if the purpose of a bin is to collect mixed garden and food waste, collection cannot be charged for. If the Council was found to be charging for the collection of food waste, it would be in breach of its duties under the EPA 1990.
- (d) The Council can apply charges for separate green waste collection but not for food waste collection services.
- (e) The position in relation to mixed garden and food waste collection is slightly more nuanced. If the Council provides for mixed garden and food waste, it cannot charge for such collection. However, if food waste is accidentally or wrongfully placed in green waste collection receptacles by householders, the Council would not have to recover charges as this is a matter of enforcement rather than charging.
- (f) The MTFS is a four-year statement of intent to create a balanced position over a 4-year period. The Annual Budget provides the legal basis for the decision. The Annual Budget does not alter delegations to officers. Unless the Annual Budget decision documents specifically delegate an action to an officer, officers must rely on the general scheme of officer delegation for authority to act.
- (g) At Council on 19th April 2021, Council agreed the transitional provisions for the Committee System. Appendix 1 of the report is clear that any decision previously at Cabinet would be heard by Committee and any decisions made by Portfolio Holder which

meet the following principles are to be decided by a relevant Committee:

- a) Any matter of policy
 - b) Any matter requiring a decision in respect of a material budget increase or decrease in relation to the original decision
 - c) Any matter relating to material service increase or decrease in relation to the original decision.
 - d) Any matter not within the scope of the Corporate Plan or the current MTFS
 - e) Any other matter previously delegated to a member of Cabinet/Portfolio Holder
- (h) Service Committees are constrained by the budgetary framework. The fundamental principle is that officers are responsible for budget management, but Service Committees are responsible for assuring the budget is spent on delivering the objectives set out in the policy framework of the Corporate Plan.
- (i) A Significant decision is defined in the constitution as a decision which is likely to result in the Council incurring non-routine expenditure which is, or the making of non-routine savings which are, significant having regard to the Council's budget for the service or function to which the decision relates, and/or is likely to be significant in terms of its effects on communities living or working in an area comprising one or more wards or electoral divisions in the area of the Council. For these purposes, savings and expenditure are "significant" if they are equal to or greater than £1 million, unless the context requires otherwise.
- (j) The proposal to introduce a charge for green waste was noted by Full Council on 24 February 2023 and so is part of the approved Annual Budget. The budget did not fix an amount of any charge, commencement date, discretionary exemptions, or mitigation for equality impacts and a further decision is required
- (k) Officers have the power to set the level of fees and charges within their Service. Officer delegations relate to operation of the "business as usual" service.
- (l) The decision to apply a charge where a discretionary service was previously provided for free may be considered a policy decision and b) may be a material change to service (for those not paying) c) the proposed revenue of £4.05 m may be considered

significant. (See (i) above).

Section 151 Officer/Finance

- 44 The proposal is forecast to generate £4.05m split across two years, £0.9m in 2023/24 with the balance in 2024/25. This was set around a series of high-level assumptions related to number of applicable properties who have green waste collections at present, the level of take up to the subscription and also the value of the annual charge.
- 45 An allowance has been made within these budget assumptions to cover off the risks associated with;
- i. One off and ongoing scheme implementation costs
 - ii. Disposal contract changes
 - iii. Migration of food waste into the residual (black bin) waste stream, hence increased disposal tonnages
 - iv. Migration of a small volume of green waste into the residual waste stream, hence increased disposal tonnages
 - v. Observing an increased tonnage of green waste being processed through the Council's Household Waste Recycling Centres.
- 46 The project will be self-financing with initial costs covered by income over a two-year period. The green waste subscription charge proposal will be a significant part of the Council achieving a balanced budget in 2023-25.

Policy

- 47 The implementation of the green proposals support the Council's [Corporate Plan](#) in;
- (a) Promoting an open and enabling organisation and;
 - (b) Support a sustainable financial future for the council, through service development, improvement and transformation

Equality, Diversity and Inclusion

- 48 An Equality Impact Assessment has been completed for this proposal included in Appendix 1 to this report.

Human Resources

- 49 The Council will need to allocate additional staff during the roll out period and maintain for a finite period up to 4 staff to manage correspondence and undertake customer facing waste education and enforcement duties. It is anticipated these costs will be funded for the income from the subscription charge prior to offering up savings and have been included in the financial modelling.

Risk Management

- 50 Table of key project risks and their mitigation actions is included below:

Risk	Mitigating Actions
Central Government potentially introducing a policy that would lead to Local Authorities being unable to charge for the collection of green waste.	Officers within Environmental Services are continuing to follow national picture, engaging regularly with DEFRA and will react to any announcement accordingly.
Amendments to the waste treatment and disposal contract cannot be agreed / onerous leading to increased costs and/or delay.	Agreement in principle obtained minimising financial exposure to the Council, with detailed legal discussions now progressing.
Delays or increases in implementation costs reduce income achieved in the first year.	A detailed project plan with corporate oversight and monitoring was implemented following Full Council with achievable time scales to meet deadlines. Continual review of financial plan is being undertaken
Introduction of subscription causes increase in customer correspondence and complaints	Additional customer services staff in Ansa and commissioning team will assist in roll out and be retained longer term as needed. These posts will be funded via income and are built into financial model.

Rural Communities

- 51 It is not anticipated that there will be significant impact on rural communities. For residents not wishing to take up the subscription service, potentially greater distance to household waste recycling

centres would be mitigated by the ability to home compost green waste in rural properties. The promotion of home composting will be a key message within the public engagement materials.

Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (SEND)

- 52 There are no specific implications for children and young people, and cared for children, of this report and its recommendations/decisions.

Public Health

- 53 Public health implications of this report and its recommendations are likely to have a neutral impact on the health and wellbeing of Cheshire East residents.

Climate Change

- 54 Charging for green waste is likely to encourage greater composting at home and reduce collection and processing of garden and food waste. There is however the risk this will increase organics within the residual (black bin) disposal route, however it is anticipated the overall affect should be carbon neutral moving to positive on the Councils 2025 and Boroughs 2045 carbon neutral targets.

Access to Information	
Contact Officer:	Ralph Kemp, Head of Environmental Services Ralph.kemp@cheshireeast.gov.uk
Appendices:	Appendix 1: Equality Impact Assessment
Background Papers:	CE Budget Engagement 2023 - 2027 - Full report (cheshireeast.gov.uk) Medium Term Financial Strategy 2023-2027 - Pdf (browsealoud.com)

	<u>HIGH LEVEL BUSINESS CASE – PL23-27 92(A) (Final - Post Consultation) Review Waste Collection Service – Charge for Green Waste</u>
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OPEN FOR PUBLICATION

By virtue of paragraph(s) X of Part 1 Schedule 1 of the Local Government Act 1972.

Equality Impact Assessment (EIA)

Engagement and our equality duty

Whilst [the Gunning Principles](#) set out the rules for consulting ‘everyone’, additional requirements are in place to avoid discrimination and inequality.

Cheshire East Council is required to comply with the Equality Act 2010 and the Public Sector Equality Duty. The Equality Act 2010 simplified previous anti-discrimination laws with a single piece of legislation. Within the Act, the Public Sector Equality Duty (Section 149) has three aims. It requires public bodies to have due regard to the need to:

- eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act, by consciously thinking about equality when making decisions (such as in developing policy, delivering services and commissioning from others)
- advance equality of opportunity between people who share a protected characteristic and people who do not share it, by removing disadvantages, meeting their specific needs, and encouraging their participation in public life
- foster good relations between people who share a protected characteristic and people who do not

The Equality Duty helps public bodies to deliver their overall objectives for public services, and as such should be approached as a positive opportunity to support good decision-making.

It encourages public bodies to understand how different people will be affected by their activities so that policies and services are appropriate and accessible to all and meet different people’s needs. By understanding the effect of their activities on different people, and how inclusive public services can support and open up people’s opportunities, public bodies are better placed to deliver policies and services that are efficient and effective.

Complying with the Equality Duty may involve treating some people better than others, as far as this is allowed by discrimination law. For example, it may involve providing a service in a way which is appropriate for people who share a protected characteristic, such as providing computer training to all people to help them access information and services.

The Equality Act identifies nine 'protected characteristics' and makes it a legal requirement to make sure that people with these characteristics are protected from discrimination:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnerships
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

Applying the equality duty to engagement

If you are developing a new policy, strategy or programme you may need to carry out an Equality Impact Assessment. You may be able to ascertain the impact of your proposal on different characteristics through desk-based research and learning from similar programmes, but you also need to carry out some primary research and engagement. People with protected characteristics are often described as 'hard to reach' but you will find everyone can be reached – you just need to tailor your approach, so it is accessible for them.

Contacting the [Equality and Diversity mailbox](#) will help you to understand how you can gain insight as to the impacts of your proposals and will ensure that you help the Council to comply with the Equality Act 2010 and the Public Sector Equality Duty.

Section 1 – Details of the service, service change, decommissioning of the service, strategy, function or procedure

Proposal Title	Garden Waste Project
Date of Assessment	26/06/2023
Assessment Lead Officer Name	Sally Rose
Directorate/Service	Place/Commissioning
Details of the service, service change, decommissioning of the service, strategy, function or procedure.	<p>Please provide a summary of your proposal. It should include: -</p> <ul style="list-style-type: none"> • Description of the service, strategy, function or procedure <p>As part of the MTFS it has been identified that CEC should move to a Chargeable Garden Waste Service, this will be an opt in service for residents in the Borough.</p> • The purpose or aim <p>To maintain the green bin garden waste collection through introducing an annual subscription charge for the service, to assist the authority in the cost of operating this waste recycling service.</p> <ul style="list-style-type: none"> • Saving Target : <ul style="list-style-type: none"> • 2023-24 - £900,000 • 2024-25 - £3,150,000 • Why is the service/strategy/function/procedure being commissioned/changed/decommissioned and what evidence has been used to reach this decision? <p>The controlled waste regulations allow Councils to charge for garden waste services as they are not a statutory requirement. This was one of the options consulted on as part of the MTFS earlier in the year to generate income for the Council.</p>
Who is Affected?	<p>In some cases the proposal could affect all Cheshire East residents and/or Council staff.</p> <p>All residents in the Borough are affected. This service is opt in and available for the entire Borough.</p>

	Please include evidence of how you believe that these groups will be affected.
Links and impact on other services, strategies, functions or procedures.	<p>The project will be contributing to the long term Carbon Strategy as this will reduce the number of vehicle movements eventually (once the rounds are re balanced). The service charge contributes to the Council MTFS; the service has a target of generating significant amounts of income for the Council with the income target set at £900,000 for 2023/24 and £3,150,000 in 2024/25.</p> <p>The project involves the following areas, Customer Services, Procurement, ICT, Digital/web services, PR as they are stakeholders whos knowledge and expertise is required to develop parts of the mechanisms for customer subscription in conjunction with an external contractor. Whilst the main focus of the PR will be to encourage Customers to subscribe digitally for themselves or for relatives who may not be IT literate, customer services will still experience an increase in calls around the change and they are therefore an important stakeholder who needs to have training and take part in systems testing.</p>

<p>How does the service, service change, strategy, function or procedure help the Council meet the requirements of the Public Sector Equality Duty?</p>	<p>The garden waste service is an opt in service that residents can choose to use. As per our usual waste collections and the current garden waste service there are policies in place to assist the protected characteristics relevant to the service.</p> <p>As per our usual waste collections and the current garden waste service there are policies in place to assist the protected characteristics relevant to the service to ensure equality of access to waste collection.</p>
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Section 2- Information – What do you know?

What do you know?	What information (qualitative and quantitative) and/or research have you used to commission/change/decommission the service, strategy, function, or procedure?
Information you used	This project was consulted upon as part of the MTFs Consultation. We have also spoken to other LA's who have chargeable garden waste services as part of our research.
Gaps in your Information	<p>It is recommended that a proportional approach be undertaken. If the impact is likely to be significant for a specific protected group measures should be undertaken to collect the information.</p> <p>No gaps in our information</p>

3. What did people tell you?

What did people tell you	What consultation and engagement activities have you already undertaken and what did people tell you? Is there any feedback from other local and/or external regional/national consultations that could be included in your assessment?
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Details and dates of the consultation/s and/or engagement activities	<p>Cheshire Easts Budget Consultation for 2023-2027 ran from the 6th – 30th January 2023 and results were collected from the following:</p> <ul style="list-style-type: none"> • Online Survey • Budget Consultation Events • Budget Webpage • Emails & Letters <p>There were 267 responses on this MTFs proposal received as part of the budget consultation there were 475 comments made and only 8 related to a protected characteristic. Below is a summary of the comment categories received and numbers of comments.</p> <ul style="list-style-type: none"> • Environmental Impact – (216 comments) • Impact of charges (fly tipping etc)– (119 comments) • Financial commentary – (105 comments) – stealth tax, cost of living) • Alternatives to charges – (27) – Monthly residual collections, no winter collections, home composting, income from biodegradable waste. • Impacted Groups (8 comments) – Effect on lower income households, people who don't have access to transport for HWRC's
Gaps in consultation and engagement feedback	<p>No gaps in our knowledge.</p>

4. Review of information, consultation feedback and equality analysis

Protected characteristics groups from the Equality Act 2010	What do you know? Summary of information used to inform the proposal	What did people tell you? Summary of customer and/or staff feedback	What does this mean? Impacts identified from the information and feedback (actual and potential). These can be either positive, negative or have no impact.
Age	We already provide assisted collections for residents who are elderly, disabled or have other lifestyle needs that mean they struggle with wheeled bins. As this is an opt in service people can compost at home as we offer a discounted compost bin scheme and/or use the HWRCs.	8 comments some regarding access to HWRCs - As this is an opt in service people can choose to compost at home as we offer a discounted compost bin scheme.	No change to usual impacts for waste collection which are already mitigated for.
Disability	We already provide assisted collections for residents who are elderly, disabled or have other lifestyle needs that mean they struggle with wheeled bins	No comments from the consultation	No change to usual impacts for waste collection which are already mitigated for.
Gender reassignment	No impact	No comments from the consultation	No impact
Pregnancy and maternity	We already provide assisted collections for residents who are elderly, disabled or have other lifestyle needs that mean they struggle with wheeled bins	No comments from the consultation	No change to usual impacts for waste collection which are already mitigated for.

Race/ethnicity	No impact	No comments from the consultation	No impact
Religion or belief	No impact	No comments from the consultation	No impact
Sex	No impact	No comments from the consultation	No impact
Sexual orientation	No impact	No comments from the consultation	No impact
Marriage and civil partnership	No impact	No comments from the consultation	No impact

5. Justification, Mitigation and Actions

Mitigation	What can you do? Actions to mitigate any negative impacts or further enhance positive impacts
<p>Please provide justification for the proposal if negative impacts have been identified?</p> <p>Are there any actions that could be undertaken to mitigate, reduce or remove negative impacts?</p>	<p>We already have mitigations in place as part of the normal waste collection service we provide.</p> <p>With regards to the limited consultation comments around effect on lower incomes we are offering the usual 25% discount for those on certain benefits for those who want to use the</p>

Have all available options been explored? Please include details of alternative options and why they couldn't be considered?	service but residents can choose not to opt in and take their waste to HWRC's or compost at home.
Please include details of how positive impacts could be further enhanced, if possible?	

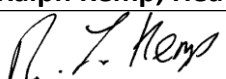
6. Monitoring and Review-

Monitoring and review	How will the impact of the service, service change, decommissioning of the service, strategy, function or procedure be monitored? How will actions to mitigate negative impacts be monitored? Date for review of the EIA
Details of monitoring activities	Performance of the scheme will be monitored in terms of service delivery, queries and complaints.
Date and responsible officer for the review of the EIA	Sally Rose / Place/ 26/06/2023

7. Sign Off

When you have completed your EIA, it should be sent to the [Equality, Diversity and Inclusion Mailbox](#) for review. If your EIA is approved, it must then be signed off by a senior manager within your Department (Head of Service or above).

Once the EIA has been signed off, please forward a copy to the Equality, Diversity and Inclusion Officer to be published on the website. For Transparency, we are committed to publishing all Equality Impact Assessments relating to public engagement.

Name	Ralph Kemp, Head of Environmental Services
Signature	
Date	11/07/2023

8. Help and Support

For support and advice please contact EqualityandInclusion@cheshireeast.gov.uk

OPEN/NOT FOR PUBLICATION

By virtue of paragraph(s) X of Part 1 Schedule 1 of the Local Government Act 1972.

**Environment and Communities
Committee****27 July 2023****MTFS 93 Libraries Service Review –
Implementation Update**

Report of: Peter Skates, Acting Executive Director - Place**Report Reference No: EC/06/23-24****Ward(s) Affected: All Cheshire East Wards****Purpose of Report**

1. To update Members on the progress of the implementation of the Cheshire East Libraries Service Review following the approval of the Council's Medium Term Financial Strategy 2023-27 (MTFS) at Full Council on 22 February 2023.
2. To update the Committee, in relation to the outcome of the MTFS budget consultation process, on how the Libraries Service Review proposal was amended to reflect that feedback and results of a further public consultation on the developed detail, undertaken during June 2023.
3. It seeks Committee approval to the implementation details associated with the revised library service whilst having considered and taken due regard to the output of the consultation process.
4. It asks Members to note the impact on each individual library of the final proposal in respect to opening hours and the overall staffing impact.

Executive Summary

5. This report is seeking approval to the implementation details related to the revised Library Service, to go live from 1st November, or as soon as possible following that date. The approved MTFS initiative recommends a reduction in the current opening hours, resulting in all libraries closing

for at least 1.5 days during the week, where they are not already closed for longer than this, and to reduce funding for the purchase of new books and newspapers.

6. This meant that libraries that are:
 - **Currently not closed during the working week** (defined as Monday to Friday) would close for a day and a half. Sites included in this category being – Alsager, Congleton, Crewe, Macclesfield, Nantwich, Poynton, Sandbach & Wilmslow
 - **Currently closed for 0.5 days in the working week** would close for an additional full day. Sites included in this category being – Holmes Chapel & Knutsford
 - **Currently closed for 1 day in the working week** would close for an additional half day. Sites included in this category being – Bollington, Handforth & Middlewich
 - **Currently closed for 1.5 days or more in the working week** will see no further reduction in opening hours. Sites included in this category are – Alderley Edge, Disley, Prestbury
7. If these proposals are not delivered that would result in an overspend within Library Services for this year (2023/24). This overspend would have a material impact of the Council's MTFS.
8. Between 9th June and 9th July 2023 the Council conducted further public consultation on the detail of the revised opening hours proposals, summarised at Table 1, and asked the following three key questions:
 - To provide feedback on the proposed opening hours for each library site, where these are proposed to change.
 - How library provision should be delivered in local areas?
 - How income might be generated to help keep these libraries open for longer?
9. The output of the consultation can be found in summary at section 8 Consultation and Engagement, and in full at Appendix A.
10. There were 3,200 engagements with the consultation from a wide variety of stakeholders with the key response themes contained at paragraph 41 of this report.

11. In parallel with the formal consultation period engagement was undertaken with Town and Parish Councils in relation to the potential for funding 'top up' library services. To date 6 councils have formally expressed an interest in this with meetings held with each setting out the key details of how a scheme would work. Any confirmed top up funding will positively impact the position set out within this report.
12. Further data analysis has been undertaken around site usage across the hours of each weekday to inform opening hours, presented as heat maps and included at Appendix E.
13. An assessment matrix has been produced which has informed the proposed reinstatement of opening hours across all sites. This is summarised at Table 2 and included in detail at Appendix D.
14. The final proposed weekday opening hours for all library sites are summarised at Table 3 and included in detail at Appendix C. This includes narrative as to any impacts the final opening hours have on regular events and activities held within libraries.

The Environment and Communities Committee is recommended to:

1. Note the progress made to date in implementing the Libraries Service Review included as a specific proposal within the Medium-Term Financial Strategy 2023-27 as approved at Council on 22 February 2023, including the feedback from the recent public consultation exercise.
2. Agree the final details of the changes to library opening hours, as included at Appendix C and the implementation programme.
3. Delegate authority to the Executive Director - Place to take all necessary steps to implement the Libraries Service Review, and to make all consequent changes to service provision including the necessary staff restructure and consultations.
4. Delegate authority to the Executive Director – Place to enter into funding agreements related to the 'top up' service offer.

Background

15. As one part of the development of options for the Council's MTFS 2023-27 Environment and Neighbourhood Services were asked to consider opportunities to undertake a review of the operation of the Cheshire East Library Service, in the context of a very challenging financial climate for the wider organisation.
16. As a result a series of high level scenarios were developed, leading to those set out within the original MTFS consultation, summarised as follows;
 - A reduction in weekday opening of 1.5 days, with no impact on any sites which are already closed for a longer duration than this.
 - No evening opening
 - No Saturday opening
 - Removal of the mobile library service
 - A 25% reduction in the book fund budget
 - To proactively move forward with exploring new opportunities for additional income generation from community based functions, which would be based within the library sites.
17. The Council did not at that stage and has not subsequently proposed any full library closures, but developed options to ensure ongoing affordability of library services across the borough, whilst exploring opportunities to make the service financially more self sufficient.
18. Proposals put forward at that time would also consider options to work with Town and Parish Councils to mitigate impacts where viable and would consider 'top up' payments from these organisations for increased levels of service above those which the Council can afford.
19. At a later date post the implementation of the formal service review options could also be explored related to volunteering opportunities. This however comes with limitations and as such is not a core consideration for this report.
20. The Council has statutory duty under the 'Public Libraries and Museums Act 1964' to deliver library services. The act outlines that "It shall be the duty of every library authority to provide a comprehensive and efficient library service for all persons desiring to make use thereof".

21. The Act allows for joint working between library authorities and councils may also offer wider library services (for example, loaning devices, running activities, or providing access to Wi-Fi and computers).

In providing this service, Councils must, among other things:

- encourage both adults and children to make full use of the library service;
- lend books and other printed material free of charge for those who live, work or study in the area.

22. The Act also states that it is up to each local area to determine how much they spend on libraries and how they manage and deliver their service.

This must however be done:

- in consultation with their communities;
- through analysis of evidence around local needs; and,
- in accordance with their statutory duties.

23. The Department for Culture Media and Sport (DCMS) have also stated that Councils can take their available resources into account when deciding how to deliver their public library service.

24. Councils can design their library service, based on their analysis and assessment of local needs and there are no longer prescribed national standards.

25. It should be noted that prior to the implementation of any recommendations that the council is required to notify DCMS of the proposal with 'such information as the Secretary of State may require for carrying out their duties'.

26. They also strongly advise that councils considering changing their library service inform the DCMS Libraries team about their proposals before public engagement or consultation begins.

27. DCMS stipulate that when proposals are being considered that Library authorities should be able to demonstrate:

- plans to consult with local communities alongside an assessment of their needs (including any projections of need);

- consideration of a range of options (including alternative financing, governance, or delivery models) to sustain library service provision in their area; and,
 - a rigorous analysis and assessment of the potential impact of their proposal.
28. It should also be noted that the Act also provides the Secretary of State with the statutory power to intervene and call a local inquiry when a library authority fails (or is suspected of failing) to provide the required standards of service.
29. The following should be considered as the high level timeline for the next stages of implementation of the service review;
- Report to E&C Committee to update on implementation – 27th July
 - Staff consultation launch – September (duration of 30 days)
 - Entry in to top up funding agreements – October 2023 (for 2024/25 onwards)
 - Service restructure implemented / revised opening hours go live - 1st week in November (target)

Consultation and Engagement

Initial Proposal

30. At a meeting of Full Council on 22 February 2023, Cheshire East Councillors voted in favour of adopting the council's updated Medium Term Financial Strategy for 2023 - 2027. This included approving the Library Service Review proposal, as amended from the feedback received through the Budget consultation.
31. The Council received a large amount of feedback during this Budget consultation, with 1,313 responses received in total specific to the Libraries Service Review.
32. The council listened to the feedback offered, and as a result made the following changes to the original MTFS Library Service proposal:
- It reduced the amount of money to be saved from the Library Service budget by 16% - with **£170,000** of savings to be found elsewhere;
 - It reversed the proposal to close all Libraries in Cheshire East on Saturdays, as this is the only time of the week some customers are able to visit;

- It reversed the proposal to close all Libraries in Cheshire East in the evenings, as this is the only time of the week some customers are able to visit; and,
- It reversed the proposal to cease the Mobile Library Service, as this is considered a vital community resource for rural communities particularly for residents who are unable to travel.

Proposal for Consultation

33. Following the approval of the MTFs further work was undertaken in preparation for a public consultation on the proposed detail of revised opening hours.
34. As part of this subsequent development work Officers engaged with DCMS in-line with the requirement set-out within paragraph 25. DCMS provided a number of areas for consideration. Where appropriate, these were factored into the public consultation materials.
35. The consultation undertaken in June 2023 set out the following proposed opening times for each library. Groupings A – F were developed to ensure that residents will always have an alternative provision on any closure days of their nearest site and clusters of sites are comparable in scale from a service management perspective.

Library	Proposed opening hours change (consultation)	Total proposed reduction in hours (per week)
Group A		
Crewe Library	Close Wednesday and half day Thursday	14 hours
Nantwich Library	Close Friday and half day Monday	12 hours
Group B		
Alsager Library	Close Thursday and half day Wednesday	12 hours
Congleton Library	Close Friday and half day Wednesday	12 hours
Group C		
Holmes Chapel Library	Close Wednesday and half day Friday	7.5 hours
Knutsford Library	Close Thursday	10 hours
Middlewich Library	Close half day Monday	4 hours
Sandbach Library	Close Thursday and half day Friday	12 hours
Group D		
Alderley Edge Library	Proposing to close on a Thursday but open all day Friday	0 hours
Handforth Library	Close half day Monday	4 hours
Wilmslow Library	Close Friday and half day Tuesday	12 hours

Group E		
Disley Library	No changes being proposed.	0 hours
Poynton Library	Close Thursday and half day Friday	12 hours
Group F		
Bollington Library	Close half day Thursday	4 hours
Macclesfield Library	Close Friday and half day Wednesday	16 hours
Prestbury Library	No change	0 hours

Table 1: summary of proposed weekday closures (as per consultation)

36. The proposed changes to opening hours are based on key library usage data for each site, including daily visitor numbers, book issues and returns data, and computer usage stats, alongside other local considerations.
37. In general, the days proposed for closure were recommended on the quietest days for each library although local management arrangements and key bookings have also been factored in to ensure an appropriate balance.
38. The consultation was widely promoted and received a total of 3,200 consultation engagements, including 2,770 survey responses, 255 event attendees, 128 email / letter responses and 16 event attendees. In addition, there was an Alsager Library 'read-in' protest attended by 179 people, and a House of Commons spoken contribution.
39. Consultation responses were invited from anyone who wished to respond, with the consultation being heavily promoted within the Cheshire East libraries that the proposals would potentially impact. The consultation was not run as a referendum nor as a statistically robust random sample survey borne out by the fact that 98% of survey responses were from library users, with 2% being from library non-users.
40. Overall, 23% of respondents supported the proposed new opening hours, 10% neither supported nor opposed them, and 65% opposed them. This gave overall net opposition to the proposed new opening hours of -44%.
41. The output of the June 2023 public consultation can be summarised as follows, with the full post consultation report contained at Appendix A:
 - General appreciation that CEC can't now afford the service it currently delivers and needs to make changes

- **User Impacts** - highlighted various impacts on services offered by or delivered within libraries, including specific activities and events;
 - **Keep libraries open each day** - The Council should be looking at alternative ways of delivering either a half day or full day opening saving – opening later, closing earlier or having a closure during the day;
 - **Keep the larger libraries open for longer** - consistent 1.5 days reduction disproportionately impacts on larger sites in key towns which see most users.
 - **Site geographical groupings** - need to be considered further in a few specific cases to ensure residents have access to an alternative site, considering transport links and activities taking place within the town on those days.
 - **Alternative service delivery models** – a number of suggestions around how library services could be delivered differently, including working with Town and Parish Councils more closely.
42. More detailed feedback was offered relating to specific sites around retaining opening on Fridays, market days and also the impact on events and activities.

Final Proposal – Revised Opening Hours & Groupings

43. In considering the significant feedback received, the following recommendations are proposed for approval by the committee in terms of revised opening hours:
- The half day closure would be delivered by opening later or closing earlier across 4 days each week instead of closing for a full half day.
 - 0.5 days reinstated at each of the 5 top ranked sites (Crewe, Nantwich, Congleton, Wilmslow, Macclesfield) these five sites have been arrived at by looking at following and the percentage stated is in relation to the overall library service:
 - **Visitors (59%)** with Congleton (9%), Crewe (15%), Macclesfield (15%), Nantwich (12%) & Wilmslow (8%);
 - **Issues (53%)** with Congleton (8%), Crewe (11%), Macclesfield (15%), Nantwich (10%) & Wilmslow (9%);

- **Registered Library Members (57%)** with Congleton (8%), Crewe (14%), Macclesfield (17%), Nantwich (10%) & Wilmslow (8%);
 - Additional smaller amounts of time reinstated across all sites which are lower ranked, but targeted at busier periods of usage.
44. In total the effect of the above changes is that 31 hours of time has been reinstated per week across all sites where hours are proposed to change. This means that those sites which are currently open for 5 days per week will continue to be, with one of those being a half day opening until 1pm. This time should also be considered to be more targeted to the hours which see the largest amount of use.
45. There remains no impact on Saturday opening hours which are proposed to remain as is across all sites. The mobile library service again is unaffected by these proposals.
46. In support of the ranking of each of the library sites a detailed scoring matrix has been developed which includes key site usage metrics alongside public health considerations. This is contained at Appendix D and summarised at Table 2.

Library	Sub Total Usage Score (A)	Sub Total Health Score (B)	Total Score (A + B)	Site Rank
Group A				
Crewe	34	19	53	1
Nantwich	33	11	44	3
Group B				
Alsager	23	8	31	7
Congleton	31	11	42	4
Group C				
Holmes Chapel	17	5	22	12
Middlewich	15	9	24	9
Sandbach	21	11	32	6
Group D				
Alderley Edge	7	5	12	15
Handforth	14	10	24	9
Knutsford *	23	7	30	8
Wilmslow	26	9	35	5
Group E				
Disley	10	5	15	14
Poynton	18	6	24	9
Group F				
Bollington	12	5	17	13
Macclesfield	35	16	51	2
Prestbury	Not in scope of review			

*Knutsford moved from Group C to D

Table 2: Assessment scores for each library site

47. In support of amending the opening hours to adopt an approach of opening later and in some instances reducing opening hours into the evening a mapping exercise has been undertaken for average site usage in 2022/23, contained at Appendix E.
48. It can be seen from the heat mapping contained at Appendix E that generally across the majority of sites on weekdays the following applies;
- (a) The first hour of opening particularly where this is from 9am tends to see lower visitor numbers than 10am – 5pm. It is considered that a large proportion of these visitors would shift their attendance to a 10am opening time.
 - (b) 10am to 1pm is the busiest time of day, in particular for those visitors between the ages of 60 – 89.
 - (c) This is followed by 2pm – 5pm where the age of visitors tends to shift towards children across different types of education later in the afternoon.
 - (d) After 5pm there is a noticeable downturn in visitor numbers but these tend to be people more of a typical working age and those attending evening classes.
49. As part of the consultation feedback there were several references to the potential to close libraries during the day across an extended lunchtime period. Based on the data contained at Appendix E and summarised above this has been discounted and from a management perspective would also have an adverse impact on staffing.
50. Table 3 highlights the changes to the proposed opening hours and site groupings under the final proposal put forward for committee approval.

Library	Final Proposed opening hours change	Total proposed reduction in hours (per week)
Group A		
Crewe Library	Close Wednesday PM, open at 10am all other weekdays	10 hours (+4 hours)
Nantwich Library	Close Friday PM, open at 10am all other weekdays	9 hours (+ 3 hours)
Group B		
Alsager Library	Open 10am weekdays, Thursday until 1pm, one evening until 6pm	10 hours (+2 hours)
Congleton Library	Close Friday PM, open at 10am all other weekdays	9 hours (+3 hours)

Group C		
Holmes Chapel Library	Close Wednesday, open 10am all other weekdays	6.5 hours (+1 hour)
Middlewich Library	Thursday late opening moved to 6pm, open 10am all other days (already closed on Weds)	3 hours (+1 hour)
Sandbach Library	Open 10am weekdays, Thursday until 1pm, one evening until 6pm	10 hours (+2 hours)
Group D		
Alderley Edge Library	Proposing to close on a Thursday but open all day Friday	0 hours (no change)
Handforth Library	Tuesdays late opening moved to 6pm, open 10am all other days (already closed on Weds)	3 hours (+1 hour)
Knutsford Library	Open 10am weekdays, Thursday until 1pm, one evening until 6pm	8 hours (+2 hours)
Wilmslow Library	Close Friday PM, open at 10am all other weekdays	9 hours (+3 hours)
Group E		
Disley Library	No changes being proposed.	0 hours
Poynton Library	Open 10am weekdays, Wednesday until 1pm, one evening until 6pm	10 hours (+2 hours)
Group F		
Bollington Library	Tuesdays late opening moved to 6pm, open 10am all other days (already closed on Mondays)	3 hours (+1 hour)
Macclesfield Library	Close Friday PM, open at 10am all other weekdays, retain 2 evenings @ 7pm	10 hours (+6 hours)
Prestbury Library	No change	0 hours (no change)

Table 3: Final Proposed opening hours summary

51. How these changes affect each site's opening hours is set out within the schedules contained at Appendix C, which also includes a comparison of current opening hours and those proposed during the consultation.
52. One change has been made to the original site groupings moving Knutsford Library from Group C to D. Whilst the sites have continued to be grouped from an opening hours perspective this is now considered less relevant in the context of the final proposal.
53. A follow up meeting on the final opening hours proposals was held with DCMS on 13 July, to ensure that they continue to be sighted on how this has changed through the various stages of development.

Town and Parish Council Engagement

54. During the public consultation proactive engagement has been undertaken with Town and Parish Councils including a specific briefing on the proposals delivered on 20th June.

55. The ability for Town and Parish Councils to fund 'top up' services has also been explored in parallel with the consultation period. To date six expressions of interest have been received and Officers are working with those interested parties to provide the relevant details and form of funding agreement.
56. If all current expressions of interest are converted to formal funding agreements this would reinstate around 3 full days of library services per week across 6 sites. It is envisaged that any such arrangements would go live as of 1st April 2024 in order that those organisations can include any financial commitments in their future years budget setting.

Staff Engagement

57. Due to the scale of the changes proposed to the structure of the libraries service, formal consultation will need to be entered into with both staff and the Trade Unions.
58. As part of the staff engagement already undertaken in developing the proposals three all staff briefings have been held on the following dates; 4th and 5th January, 13th February and 5th June.
59. These briefings were also used to update staff on the current position with the service review and to give advance notice of planned next steps. Informal briefings have also been held with the Trade Unions in advance of the formal engagement processes.
60. A further staff engagement session is planned for week commencing 31 July, subject to Committee decision.

The Medium to Long Term

61. The purpose of this initial review is to ensure that the library service in Cheshire East continues to be affordable for its residents, as well as introducing new delivery models through the likes of working with Town and Parish Councils through top up.
62. Following the conclusion of the current review and to support and secure future investment in the medium to long term there is a need to develop a Libraries Strategy. This will need to be aligned to any new Corporate Plan which is currently under development and hence the commencement of this work would be from 2024/25, post the full implementation of this review.
63. Any such strategy would be a key document in relation to securing further income opportunities and additional investment from the likes of Government grant funding.

64. There are however limitations to this in the fact that the funding previously made available from the arts council has been in the form of a capital grant, hence cannot be used to support increased opening hours or other day to day operating costs for instance.
65. We understand that future grant funding opportunities are likely to be of a similar nature.

Reasons for Recommendations

66. The proposal supports Open and enabling objective of the Corporate Plan, delivering the priority set out to:
 - a. Support a sustainable financial future for the council, through service development, improvement and transformation.

Other Options Considered

67. As set out at paragraph 16 of this report a series of other high level options were considered as part of the initial service review, undertaken in advance of the MTFS consultation in January 2023.
68. Feedback on these was gathered through the budget setting process, with a number of those elements subsequently reversed out of any proposal to be taken forward for approval at Full Council, as per paragraph 32.
69. The option of a consistent one and a half days closure across all sites not already closed for longer than this during the week, has been then further refined to give the final proposals.
70. As always there is an option to decide to make no changes however this would have an adverse impact on the MTFS and this budget would need to be found from another similar service review initiative within the remit of Environment and Communities.

Implications and Comments

Monitoring Officer/Legal

71. The requirement for public consultation is highlighted within this report and consultation has taken place as part of the MTFS budget consultation and also on the initial proposals formulated following the Council budget decision. It is noted that DCMS have been engaged pre consultation and more recently notified of the proposed final changes to

opening hours arrived at post consultation. Staff engagement has begun.

72. Ongoing regard must be had to the public sector equality duty and any mitigations around perceived breaches. Evidence will be required to substantiate changes and the process in reaching any final decisions should be accurately recorded so the Council can defend its position in the event of a legal challenge.

Section 151 Officer/Finance

Service Review – Financial Implications

73. Within the MTFS the Libraries Service Review has a combined savings target of £719k, split as follows;
- 2023/24 - £519k (savings of £686k, plus growth of £167k – see paragraph 43 for explanation)
 - 2024/25 - £200k
74. It should be noted that the above figures do not include the implications of any potential staff redundancy costs which would reduce the savings made as a one off cost. It is estimated that these could be in the range of £200k - £400k, however this will be heavily impacted by the following considerations;
- The positive impact to the service of take up of any ‘top up’ services by Town and Parish Councils;
 - The positive impact to the service of any additional income generation opportunities, utilising our library sites to greater effect by bringing in third parties for wider community use benefits, for instance banking hubs and;
 - The positive impact of the proposed reinstatement of half a day opening time at the 5 top ranked library sites which places their total weekly opening hours above a standard 37 hour working week.

Progress to date

75. In terms of the position to date in 2023/24 relating to permanent base budget reductions the following can be advised;
- A detailed review led by the service management team of all ancillary budget lines has secured a £71,823 saving;

- The removal of 25% of the book fund value as a result of the approved MTFS - £87,500 and;
 - Proactive vacancy management across all library sites has secured £263,500k of in year savings with the proposal to remove all of these vacancies within the service re-design. This further reduces the impacts on staff.
76. Therefore, it can be seen that without any material impact on service delivery **a total of £423k saving has already been secured against the service review target.**
77. In addition to the above the service has also seen income grow by circa £45,000 across the same period, with a high probability that this will increase further to around £80,000 over the coming municipal year.
78. The re-design of the service has been developed to ensure that the full savings target is achieved across 2023/24 and 2024/25 noting that due to the duration of the implementation programme there is a high probability that the savings associated directly with the re-design will need to be reprofiled broadly as follows;
- 2023/24 - £ 488k (compared to MTFS of £686k)
 - 2024/25 - £ 324k (compared to MTFS of £200k)
79. Therefore, in summary the position is an under recovery against the current MTFS target in 2023/24 but a forecast balanced position from 2024/25 onwards, with any deficit in savings from the re-design balanced by additional income.
80. The impacts of any investment in the service from the likes of the 'top up' scheme will be considered on a site by site basis, with the financial impacts to be reflected in the 2024/25 position.

Growth

81. Members should also note that included as part of the MTFS was a growth item to the value of £167k. This was to balance a historical under recovery against income targets for the service, principally due to a shift in how people use the service e.g. significant reduction in income received from DVD and CD rentals.
82. Previously this under recovery of income would have been funded in year via vacancy management, however this is unlikely to be viable moving forward hence the need to re-balance the service's core budget.

83. This growth allocation is separate from the savings proposals noted above and has already been applied as a permanent adjustment to the service budget for 2023/24.

Policy

84. The proposal primarily supports the following priorities from the Corporate Plan 2021-25 as show in the table overleaf.

An open and enabling organisation	A council which empowers and cares about people	A thriving and sustainable place
<i>Priority: Promote and develop the services of the council through regular communication and engagement with all residents</i>	<i>Priority: Work together with our residents and our partners to support people and communities to be strong and resilient.</i>	<i>Priority: A great place for people to live, work and visit</i>
Residents and staff to be aware of the council and the services we provide	All services to be developed together with our residents and communities, so they are based on what works for people in Cheshire East.	A high-quality accessible library service, that remains relevant to the changing needs of Cheshire East residents and delivers value for money

85. The proposal to reduce opening hours of libraries during the week will potentially negatively impact the wider customer experience, as set out in the Customer Experience Strategy (2021-24), for residents that access council services via library sites.
86. Whilst for the majority, digital media is accessible from home or work for some residents the libraries are a key resource in enabling them to access digital and therefore support the delivery of the Council's Digital Strategy (2022-24).
87. As referenced previously, the Council has a statutory duty under the 'Public Libraries and Museums Act 1964' to deliver library services.

Equality, Diversity and Inclusion

88. Closures during the working week would reduce access to a wide range of services and activities dependent on the day could make other days busier with additional staffing required for Customer Service Point

appointments. The proposal would result in a reduction in access for residents to wider variety of events such as:

- Events & activities for pre-school children & parents/carers e.g. Baby Bounce, Rhyme times, Stories & Songs
- Events & activities for school age children e.g. Class visits, STEM skill activities, Lego clubs, Craft groups, Summer Reading Challenge events
- Events for adults e.g. social inclusion activities, informal learning, IT taster sessions, reading groups

89. A full Equality Impact Assessment has been undertaken and updated with the feedback from the public consultation. This is contained at Appendix B to this report.

Human Resources

90. The option proposed will require a reduction in staffing levels and the costs associated with this i.e. redundancy pay, statutory notice and pension strain will have a negative impact on savings, as described at paragraph 74.
91. During the period of change and subsequent adjustment to the new ways of working, as this is viewed by many staff that the change is detrimental to the service and our residents, there is a risk the Service could suffer from the loss of morale, goodwill, and elevated levels of sickness absence.

Risk Management

92. Table 4 sets out the key risks to the implementation of the service review and ongoing mitigating actions taken;

Risk	Mitigating Actions
Budget savings attached to review proposal do not include redundancy costs	Paused recruitment and vacancy management within service to minimise potential for redundancies
Impact on staff, increased sickness levels, objections from Trade Unions to proposals	Commenced service re-design work and seeking of approvals at earliest opportunity, developed and now delivering a clear communications and engagement strategy with staff and Trade Unions
Proposals are not considered appropriate by DCMS [statutory consultee] leading to delay for all stakeholders and impact on Council finances.	Early engagement undertaken with DCMS on proposals. Input given to public consultation materials with further briefing held post consultation close.

External challenge to decision to implement service review	Ensure processes followed in implementing service review are robust. Ensure adequate oversight by Committee on proposals and how public consultation and other engagement activities have helped to shape.
Requirement to re-profile MTFS budget savings across 2023/24 and 2024/25 due to implementation programme constraints	Identify risks to service budget early, highlighting probability through the appropriate governance and oversight channels.

Table 4: summary of key service review risks and proposed mitigations

Rural Communities

93. The councils' rural committees are serviced to a greater extent by the Mobile Library service which has a total of 93 stopping points across a 3 week period, servicing some of the most remote communities in the borough. There are no plans as part of these proposal to change that part of the library service offer.
94. As the changes to the proposed open hours have been applied consistently across each site it is not considered that there would be an adverse impact on rural communities as a result.

Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (SEND)

95. The proposal would mean reduced access during the working week for activities such Children & Families contact visits, tutoring of excluded pupils, Cheshire East Chatters - Speech & Language Therapists and After school and holiday activities, therefore having a negative impact.

Public Health

96. This proposal is likely to have a negative impact on the wellbeing of residents, Closures during the working week would reduce access to a wide range of services and activities dependent on the day, and for all the reasons outlined within this report, the introduction of half a day within the 5 largest libraires and various amounts of time elsewhere is positive and will result in some of the council's most deprived areas maintaining a significant proportion of the current access to these services.
97. In particular the Library Service, as part of its role providing Customer Contact Centres, supports vulnerable residents who are digitally excluded to access online services, information and advice, both of the

Council but also national government departments (for example driving licence renewal applications, NHS Patient Choice, benefit claims etc). Reduced opening hours will impact upon these people's ability to access the support they need when they need it.

98. Additionally, the Library Service stocks collections of health related books and these are available for people to access when they need information, advice and guidance. Reducing the opening hours will reduce access to such information.

Climate Change

99. This proposal will not have a material impact on the council's carbon agenda, although the buildings will open less, advice received states that the impact will be a marginal reduction in utility costs.

Access to Information	
Contact Officer:	<p>Christopher Allman</p> <p>Head of Neighbourhood Services</p> <p>Christopher.allman@cheshireeast.gov.uk</p>
Appendices:	<p>Appendix A1 – Libraries Service Review – Consultation Report</p> <p>Appendix A2 – Libraries Service Review – Consultation email responses</p> <p>Appendix B – Equality Impact Assessment (updated post consultation)</p> <p>Appendix C – Proposed Opening Hours</p> <p>Appendix D – Site Assessment Matrix</p> <p>Appendix E – Opening Hours Mapping</p>
Background Papers:	<p>MTFS 2023-27 Medium Term Financial Strategy 2023-2027 (cheshireeast.gov.uk)</p> <p>MTFS 2023-27 consultation report CE Budget Engagement 2023 - 2027 - Full report (cheshireeast.gov.uk)</p>

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A summary of responses to Cheshire East Council's

Library Service Consultation 2023



Executive Summary

Introduction

Background to the consultation

In January 2023 Cheshire East Council consulted proposals during its Budget Consultation to revise Library Services, so that **£1,056,000** worth of savings could be made from the service over 4 years.

[The council received a large amount of feedback during this Budget Consultation](#), with much of this feedback opposed to the proposed savings to be made from Library Services. The council listened to this feedback and as a result revised the original proposals so that Saturday and evening library opening, and the mobile library service, would not be cut.

Consultation on the revised Library Service proposals

During June and July 2023 Cheshire East Council consulted on these revised proposals, which were to reduce the opening hours of Cheshire East libraries, and to reduce funding for the purchase of new books and newspapers. The full material that was consulted on is given in Appendix 1.

The consultation was widely promoted and received a total of 3,200 consultation engagements, including 2,776 survey responses, 255 event attendees, 128 email / letter responses and 41 social media engagements. In addition there was an Alsager Library 'read-in' protest attended by 179 people, and [a House of Commons spoken contribution relating to the consultation from Fiona Bruce MP](#).

Consultation responses were invited from anyone who wished to respond, with the consultation being heavily promoted within the Cheshire East libraries that the proposals would potentially impact. The consultation was not run as a referendum nor as a statistically robust random sample survey. 98% of survey responses were from library users, with 2% being from library non-users.

Net opposition to the proposed new opening hours

Overall, 23% of respondents supported the proposed new opening hours, 10% neither supported nor opposed them, and 65% opposed them. This gave overall net opposition to the proposed new opening hours of -44%.

Some respondent types more likely to support the proposals

Although there was an overall net opposition of -44%, some respondent types were more likely to support the proposed new opening hours, including:

- Digital Influence Panel members with a net support of +10% (253 responses)
- Library service non-users with a net support of +6% (65 responses).

Older respondents were less likely to oppose the proposed new opening hours, with those aged 75 plus having net opposition of -22%, compared to -61% net opposition for those aged under 35.

Net opposition to the proposed new opening hours was also lower for those that supported one of the closure options A or B at -25%, whereas those that didn't support closure option A or B had net opposition of -96%.

Reluctant acceptance of the proposals

There was some reluctant acceptance and support expressed for the proposals, particularly if it meant that libraries would stay open, and some thankfulness that Saturday and evening opening hours were not being cut as had originally been proposed in the Budget Consultation.

Keep libraries open

However, a large proportion of respondents were against the proposals and stated that opening hours should just remain as they are. Reasons given as to why libraries are so important were captured within the Budget Consultation of January 2023, and have not been repeated here – [see page 37 of the Budget Consultation report for detailed feedback on the value of libraries to stakeholders](#).

Other respondents suggested the proposals should be tweaked to ensure a more comprehensive service to:

Keep libraries open every day – Respondents suggested having reduced opening hours each day rather than full day closures, perhaps by opening later in the morning, or by only having half day closures

Keep the larger libraries open for longer – Many felt it unfair that the largest libraries in the borough were losing most hours, when these service the largest and most deprived populations, and have the most visitors.

Alternative service delivery – Suggestions here included that:

- Library provision across the borough should be balanced between the North and South of the borough
- Libraries should become more automated and open without staff
- Libraries should be run with the use of volunteers
- A review of library staffing structures was needed to become more efficient

- Town and Parish Councils could become more involved in their funding and /or running
- The council should look to alternative service delivery models as used by other local authorities including those in Staffordshire, Cheshire West & Chester, Midlothian, and Llandaff

Concerns about the proposed new opening hours

Respondents raised some specific concerns about the proposed new opening hours including:

Keep libraries open on Fridays – Of all the specific days of the week respondents felt libraries should not close, Friday was the one that seemed to be most popular. Respondents felt Fridays were particularly busy days, and this was especially felt to be the case at Congleton, Holmes Chapel, Macclesfield, Nantwich, Poynton, Sandbach and Wilmslow libraries. There was some suggestion Monday would be a better day to close instead.

Keep libraries open on market days – Respondents felt libraries should not be closed on local market days, as these were days when a lot of visitors were in town and when libraries were well used. This was especially felt to be the case at Alsager Library on Wednesday, Macclesfield Library on Friday, Nantwich Library on Friday, and Sandbach Library on Thursday.

Some days have a lot of activities on – Respondents also suggested that some days proposed for closure in some libraries were particularly busy days for library activities and groups, including Crewe Library on Wednesday and Thursday, Holmes Chapel Library on Wednesday, Knutsford Library on Thursday, and Poynton Library on Thursday.

Preferred option for future library closures

Within the consultation material, Cheshire East Council put forward 2 options for future library closures – option A being for all libraries to close on the same day each week, and option B being for at least 1 library to stay open in each Group A to F every day of the week.

56% of respondents stated they preferred option B, 18% of respondents selected option A, with 19% of respondents stating in the “other” box that libraries should be kept open as they currently are.

Respondents commented on the proposed Library Groupings A to F:

- Some felt Knutsford Library should be grouped with Wilmslow or Macclesfield, and not in the group with Holmes Chapel, Middlewich and Sandbach

- Some felt Alsager Library should be in the same group as Crewe
- Some felt Congleton Library should be grouped with Macclesfield or Sandbach

Alternative income generation or funding ideas for libraries

The most commonly suggested ideas for income generation or alternative funding for Cheshire East libraries included:

- Let out space / rooms for exhibitions, meetings, literary festivals etc
- Charge a small voluntary fee for events and activities
- Café / Tea room / Refreshment provision
- Sell books, take donations of new ones
- Fund raise – Place donation boxes in libraries, fundraise locally, obtain funding from grants and foundations
- Attract sponsorship from local businesses and organisations, charge for advertising
- Charge banks for space to provide their services in libraries
- Share space with other organisations such as charities, tourist information offices, Citizens Advice Bureau, Post Offices, Town & Parish Councils
- Charge for library membership, but only for those that can afford it
- Seek funding from Town & Parish Councils

Conclusions

Strong opposition to the proposals

As with the Budget Consultation conducted in January 2023 this Library Service Consultation 2023 received a significant number of responses, with many passionately opposing the proposed reductions to Library Service provision in Cheshire East.

These responses, alongside other forms of protest such as the Alsager Library ‘read-in’ which was attended by 179 people, and the House of Commons spoken contribution by Fiona Bruce MP, clearly indicate that the Library Service is a highly important service to many Cheshire East residents, and that libraries have clearly evolved to become more than just places to borrow books, but something more fundamental and vital within Cheshire East communities.

Differences of opinion between library users and non-users

The level of opposition from respondents to the proposals remains very high, though it is down slightly from the level of opposition received during the Budget Consultation (down from -58% net opposition to -44%). This perhaps reflects that residents are pleased to see Saturday and evening opening, and the mobile library service, retained.

It is also worth noting that non-library users showed net support of +6% to the proposals – this indicates that while the service is incredibly important to those that use it, if a referendum of the whole Cheshire East population was conducted there might actually be net support for the proposed service cuts. There was a certain acceptance among some respondents that local government finances are currently very challenging, and that cuts are needed from services.

This may also suggest that in future, income to run and expand the service may need to come from service users or from income generated from within the service itself, as well as from Council Taxpayers, with many library users feeding back that they would be willing to contribute financially to the running of the service somehow, and that many users are affluent. It was emphasised however, that the service must remain free to those who cannot afford to contribute.

Alternative service provision and a long-term strategy

Those in opposition strongly suggested the proposals put forward were inadequate, and the council should strongly explore the possibility of keeping the larger libraries open for longer, or the possibility of opening libraries later in the day, so that full day closures are avoided, and so the service can attract as much footfall as possible, and generate as much revenue as possible.

It is also clear that there are alternative ways of delivering library services, with examples from around the country being provided, that should be thoroughly explored as options to ensure libraries are open for as long as possible in future. Respondents listed many ideas for income generation and funding that should also be thoroughly explored to this end.

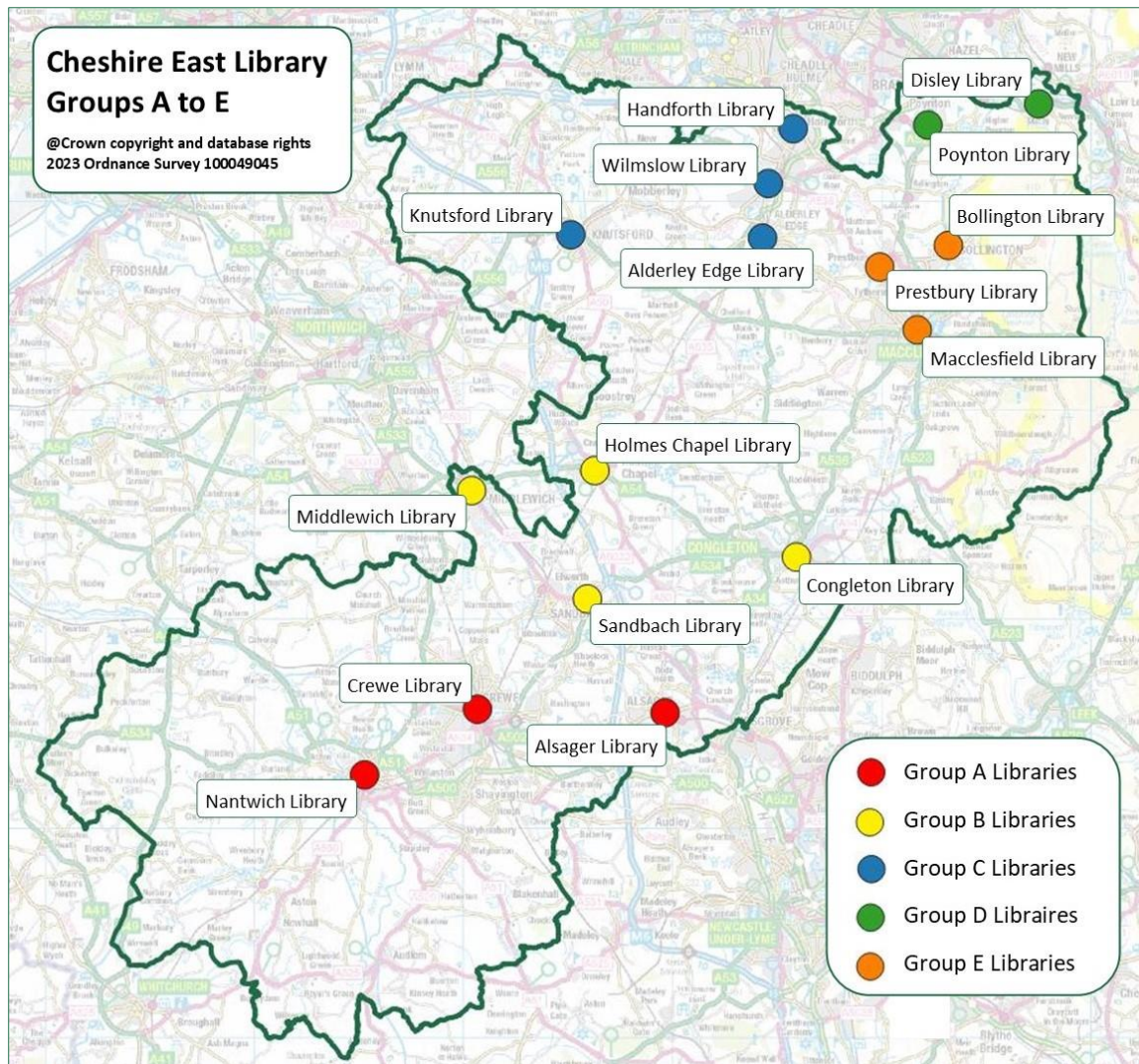
As Penny Mordaunt stated in a parliamentary debate on the Library Service proposals “I encourage [Cheshire East Council] to be a bit more entrepreneurial by generating income, working with partners, asking for business support and doing the many other things that councils up and down the country have done to secure such vital services”.

Any future service improvements should also be clearly set out within a long-term library strategy, that is coproduced with key stakeholders, to ensure the Library Service evolves and expands in harmony with the communities they serve.

Local considerations

It is clear there are local considerations which must be considered when designing Library Services, such as perhaps not shutting on Fridays or on market days, ensuring that any activities that are lost on closed days are transferred over to alternative days smoothly, and that any changes to opening hours are advertised clearly and widely.

Finally, based solely on suggestions from survey respondents a suggested redesign of Library Groupings is presented in the following map, though this is based on a relatively low number of individual responses:



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Report produced 13 July 2023 by Ben Buckley of the Research and Consultation Team, Cheshire East Council. Email RandC@cheshireeast.gov.uk for further information.

The protest pictures used on the front and back covers of this report were supplied by the organiser of an “Alsager Library read-in” event which took place on 4 July 2023, in protest at the proposed reductions in opening hours at Alsager Library (see email response #105 for more detail). The supplier of these photos consented to them being published within this report and had sought consent from all those in the photos for them to be made public.

Introduction

Background to the consultation

In January 2023 Cheshire East Council consulted on a draft Medium Term Financial Strategy during its Budget Consultation. The draft MTFS put forward in January 2023 was an extremely challenging one, given the impact of the cost of living crisis and inflation on council finances.

This draft MTFS included proposals to revise library service provision to deliver **£1,056,000** worth of savings over the next 4 years.

[The council received a large amount of feedback during this Budget Consultation](#), with over 2,300+ responses received in total. Much of this feedback opposed the proposed savings to be made from Library Services.

The council listened to this feedback, and as a result made the following changes to the original MTFS Library Service proposal:

- It reduced the amount of money to be saved from the Library Service by **£170,000**, with these savings to be found elsewhere
- It reversed its proposal to close all Libraries in Cheshire East on Saturdays, as this is the only time of the week some customers can visit
- It reversed its proposal to close all Libraries in Cheshire East in the evenings, as this is the only time of the week some customers can visit
- It reversed its proposal to close the Mobile Library Service, as this is vital for rural customers who are unable to travel

Consultation on the revised Library Service proposals

Between 9 June and 9 July 2023 Cheshire East Council consulted on the revised Library Service proposals. These proposals were to reduce the opening hours of Cheshire East libraries, and to reduce funding for the purchase of new books and newspapers. The full material that was consulted on is outlined in Appendix 1.

Consultation methodology

The consultation was promoted to a wide range of stakeholders including local residents, Cheshire East visitors, Cheshire East Council staff, library users, local businesses, local Councillors and local Town and Parish Councils.

The consultation was promoted through the following mediums:

- The Digital Influence Panel
- [Media releases](#)

- [Social media](#)
- Paper consultation packs and posters distributed in all libraries
- Library staff briefings
- The Town and Parish Council network
- Council Members Briefings
- 1 to 1 conversations with local Councillors and Town and Parish Councils

Consultation response

Consultation responses were invited from anyone who wished to respond, with the consultation being heavily promoted within the Cheshire East libraries that the proposals would potentially impact. The consultation was not run as a referendum nor as a statistically robust random sample survey.

In total there were 3,200 consultation engagements, including:

- 2,470 online survey responses
- 306 paper survey responses (from 1,140 distributed in total)
- 255 event attendees
- 125 email responses
- 41 social media engagements
- 3 letter responses

Further to these engagements there were 2 other key events that took place in relation to the consultation:

- An Alsager Library 'read-in' protest attended by 179 people
- [A House of Commons spoken contribution relating to the consultation from Fiona Bruce MP](#)

Reading this report

The main sections of this report contain an analysis of the survey responses received during the consultation.

Feedback received via email, letter, social media, and through events is summarised in the appendices.

Proposed new library opening hours

The proposal

Within the consultation material, Cheshire East Council set out the proposed new opening hours for each Cheshire East Library. Detailed information about these proposals can be found in Appendix 1.

Overall support for the proposed new opening hours

Overall 23% of respondents supported the proposed new opening hours, 10% neither supported nor opposed them, and 65% opposed them.

This gave overall net opposition to the proposed new opening hours of -44% (%support - %opposition).

Generally speaking, how strongly do you support or oppose these proposed new opening hours?



Number of responses = 2,680

Differences in level of support by respondent type

Levels of support to the proposed new opening hours varied depending on respondent type. While service users had a net opposition of -45%, service non-users had net support of +6%, and Digital Influence Panel members had a net support of +10%.

Older respondents were less likely to oppose the proposed new opening hours, with those aged 75 plus having net opposition of -22%, compared to -61% net opposition for those aged under 35.

Generally speaking, how strongly do you support or oppose these proposed new opening hours?	Support	Neither support nor oppose	Oppose	Net support / opposition	Total valid responses
All respondents	23%	10%	67%	-44%	2,680
Service users	23%	9%	68%	-45%	2,534
Service non-users	43%	20%	37%	+6%	65
Digital Influence Panel	47%	16%	37%	+10%	253
Under 35	15%	9%	76%	-61%	166

35-44	17%	8%	75%	-58%	472
45-54	19%	9%	72%	-53%	416
55-64	26%	10%	64%	-38%	495
65-74	27%	10%	63%	-36%	605
75 plus	34%	11%	55%	-22%	377

Differences in level of support by views on library closures

Levels of support to the proposed new opening hours also varied depending on whether respondents supported one of the closure options A or B, or whether they indicated that they felt all libraries should remain open as they are.

While those that supported library closure option A or B had net opposition to the proposed new opening hours of -25%, those that felt all libraries should remain open as they are had net opposition of -96%.

Generally speaking, how strongly do you support or oppose these proposed new opening hours?	Support	Neither support nor oppose	Oppose	Net support / opposition	Total valid responses
All respondents	23%	10%	67%	-44%	2,680
Supported library closures option A or B	31%	12%	56%	-25%	1,797
Supported neither option A nor B – Felt all libraries should remain open as they are	1%	1%	98%	-96%	474

General comments about the proposed new opening hours

Survey respondents were asked to comment on the proposed new opening hours. The below tables summarise the general responses made in reply to this question.

General opposition to the proposals (294 comments in total)

<p>Do not reduce library opening hours</p> <p>Library hours should not be reduced at all, if anything hours should be increased. The savings proposed are disproportionate to the negative social impact of a reduction in hours. Libraries are a fundamental part of a civilised society. "Cutting libraries during a recession is like cutting hospitals during a plague." (Quote by Eleanor Crumblehulme, a Library Assistant from Canada).</p> <p>Instead of reducing hours, the council should be aiming to increase footfall and literacy. The council should encourage reading, not discourage it. "Children's literacy is in a national crisis, yet the council's contribution is to reduce access to books!"</p>	212
<p>Keep libraries open every day</p> <p>Reduced opening hours each day, or having half day closures across more days, would be preferable to full day closures. For example go for three half day closures instead of a 1 whole day closure and a half to avoid a full day closure, or open libraries after 10am, cutting 1 to 2 hours at the beginning of each day. Weekday morning closure preferred.</p>	27
<p>Keep larger libraries open for longer</p> <p>Why are the biggest and busiest libraries losing the most hours, and the smaller are losing the least? Why is the council penalising the bigger, more cost-effective libraries, over the much smaller ones? This does not seem to make good business sense, and it doesn't seem right that some libraries are facing no changes at all.</p> <p>Perhaps there should be some ratio drawn up between hours of closure and population numbers. If you are after a utilitarian solution you would shut small libraries & sell off their buildings to conserve the larger ones, but this is perhaps not politically acceptable. Is it just a coincidence that Prestbury and Alderley Edge are the 2 wealthiest areas and have</p>	27

no proposed closures, compared to Macclesfield which is far bigger and busier, and has 16 hours of proposed closures? It is the libraries in the areas with most need that face the largest reduction. Group A and B libraries should not be closing at all.	
Fear reductions in hours will lead to further closures in future	15
If hours are reduced, footfall will drop off, which could be used justify further closures in future. It will lead to a snowball effect. Where does it end? Reducing hours means reduction of use which inevitably is a self-fulfilling prophecy, and that is a worry for the future of the library service as a whole. Any further reductions would be strongly opposed.	
Concerns for employees who will lose their jobs / income – Where is the loyalty to the library staff that worked through the pandemic?	13

General acceptance of and support for the proposal (108 comments in total)

Reluctant acceptance for the need for cuts and for the proposal	
Reduced opening is better than no opening at all, and there is support if these changes will help to keep all libraries open as much as possible. This is the lesser of two evils. Hopefully, these reductions in hours will be rescinded as soon as circumstances allow, and it's not a one-way reduction in services. Appreciate that thanks to Conservative cuts to Local Authority budgets difficult decisions have to be made.	39
Support for the proposals	
The proposals are supported as long as: <ul style="list-style-type: none"> • The new opening hours are well publicised • Activities are moved to days when the library is open • Closures are on days of least footfall 	18
The proposal seems a reasonable compromise and looks well thought out. It is good that there will still be evening and weekend openings, plus closing at different times means working people still have good access.	
Support for Option A – All libraries open on the same day is easier to remember.	19
Support for Option B – If libraries are closed on different days this would allow staff to be deployed to other libraries.	7
Support for Saturday opening – It is good that Saturday closures have been reversed.	8

Support for evening opening – It is good that evening closures have been reversed, though a concern Macclesfield still seems to be getting evening closures.	7
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Comments on specific days of opening and library groupings (46 comments in total)

<p>Day of opening comments:</p> <ul style="list-style-type: none"> Friday – Don't close libraries on Fridays, too many libraries are going to be shut on a Friday. Statistics show that more people are in the workplace on a Tuesday, Wednesday and Thursday, and working at home on a Monday and Friday. Lots of people finish work early on Fridays or work from home on Fridays which would make it easier for them to visit the library then (16 comments) Monday – Close libraries on a Monday. It would make more sense to close all libraries on Mondays when fewer people are in the towns than at the end of the week when more people are about. Closing on a Monday when lots of other things in town are closed, and when there are often bank holidays might be better (6 comments). Monday – Keep libraries open on a Monday (3 comments) Tuesday – Close libraries on a Tuesday (2 comments) Thursday – Don't close libraries on Thursdays. Traditionally senior citizens are more likely to use a library on Thursday, so it would make sense to consider closing them on other days (3 comments) Market days – Don't close libraries on market days (3 comments) Consecutive day closures – Avoid them (3 comments) Consecutive day closures – It would be better to close on consecutive days as it saves on heating bills (2 comments) 	38
<p>Library Groupings:</p> <ul style="list-style-type: none"> Grouping libraries disadvantages those who do not drive Local bus services are not good enough to travel between libraries Library opening hours should be synchronised with local bus timetables Encouraging people to travel between libraries is not green Group B has no access on Wednesday afternoon 	8

Alternative saving and income generation ideas (46 comments in total)

Alternative savings ideas:	24
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<ul style="list-style-type: none"> • Cut back on council employee wages and Councillor allowances. "Library Assistants are on just over £11 an hour, unlike Councillors who are voting on whether to give themselves a £500 increase in allowance, a Chief Executive who gets more than the Prime Minister and who got a £25,000 pay rise, and that's not to mention all the others who earn a salary of more than £100,000 a year. Cut the wages of the Chief Executive and anyone on over £70,000 a year, or better still get rid of them altogether!" • Use volunteers to keep libraries open • Stop delivering highways projects like Middlewich Road project which always go over budget • Save money by not cutting down trees at Poynton Pool • Make more cuts from other services • Decommission CEC buildings where no one is working from • Improve service efficiency, are libraries being run as efficiently as they could be? • Have unstaffed libraries – Have access by passcode to libraries for longer hours than the staffed hours, similar to what has been introduced by Stockport Libraries. Make libraries automated • Close 2 of the libraries in the North of Cheshire East, as there are more there than in the South of the borough 	
<p>Increase revenue ideas:</p> <ul style="list-style-type: none"> • Charge current library users that can afford it to use the service, but keep it free for those for whom it is a lifeline. Many users could easily afford to contribute and would do so willingly. Keep libraries open by asking for a voluntary donation of £1 or £2 per item borrowed for those who can afford to pay • Raise the highest rate of Council Tax, leave the other rates the same • Fund raise from local businesses • Rent out rooms in libraries • Host paid events • Sell tea / coffee in conjunction with a national tea / coffee operator • Have book launches and author talks • Partner with local organisations • Ask residents for new book donations 	17
<p>Alternative service delivery</p> <p>Alternatively service delivery options need to be thoroughly explored. Proactively engage with other services within the council to explore how they can exploit the versatility of library places to enhance their own services. More needs to be</p>	5

done to utilise the buildings and space more. Encourage other organisations to use them. Find ways to incorporate depleted council and community services within them, banking, post office, etc.	
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Other comments (12 comments in total)

<ul style="list-style-type: none"> • This consultation is a fait accompli, a decision has already been made. This proposal is a quick fix • Events – Successful events should be retained, ensure events that are on days that close are moved over to other days, e.g. rhyme time and story time • Book fund – Retain the book fund, Reducing funding for books / newspapers will reduce the value of the service • It goes against the law as reducing hours so drastically will mean it is no longer a comprehensive service • Proposals will have an impact on Customer Service Points too • Close all libraries • Going ahead with this plan will adversely affect the council's reputation • Opposition to option B 	12
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Library specific comments on the proposed new opening hours

Survey respondents were asked to comment on the proposed new opening hours. The below tables summarise the replies made for each individual library in reply to this question.

Alderley Edge Library (16 comments in total)

Close the library. Sell the property, and replace it with a pop-up mobile library, or send people to Wilmslow Library which is just around the corner.	9
Why is Alderley Edge Library not having any reduction in hours too? Especially as it is one of the least used / quietest libraries? Why reduce hours of busier libraries instead?	5
How does changing the day make any difference?	1
Close it on a Thursday.	1

Alsager Library (65 comments in total)

Do not reduce the library opening hours. We don't have many facilities in Alsager as it is a small town so the library has a significant role to play in the community.	30
Wednesday – Don't close on Wednesday, as that is also market day in Alsager, and there are a lot of activities on that day in the library.	15
Support for proposed hours, support for keeping it open in the evenings and at weekends. Close an additional day too.	5
Thursday – Don't close on Thursday, there are a lot of activities on that day in the library.	6
Income ideas – Charge for membership, charge for clubs / activities. Ask for a voluntary donation of £1 per visit. Use the space in the library better to generate income.	3
Library Groupings – Don't close Alsager Library on the same day Crewe Library.	2
Monday – Better to close on a Monday instead.	1
Wednesday – Close in the morning instead of afternoon.	1
People won't be able to remember the new hours.	1
Savings ideas – Have a skeleton staff to keep the library open.	1

Bollington Library (17 comments in total)

Do not reduce the library opening hours.	9
Support for the proposal, close it for an additional day.	4
Friday – Close Friday afternoon instead.	1
Provide somewhere to return books on days it is closed.	1
Keep it open at the weekends.	1
Open every day – Open later in the day to save hours instead.	1

Congleton Library (42 comments in total)

Do not reduce the library opening hours	10
Friday – Don't close on Friday, many people go to the town to go shopping on a Friday. You will also lose a source of income each month from Congleton u3a as the poetry group meets in the meeting room on a Friday.	9

Wednesday – Don't close on Wednesday, there are craft, knit and natter activities on this day.	3
Fear reductions in hours will lead to further closures in future. If hours are reduced, footfall will drop off, which will justify further closures. It will lead to a snowball effect.	3
Open every day – Close 3 half days instead of 1 whole day and a half. At least that would mean the library is open every day.	3
Wednesday – Close all day Wednesday as the whole town is closed on Wednesday.	2
Monday – Not a busy day, close on Monday instead.	2
Library Groupings – Close Congleton and Sandbach on different days.	2
Tuesday – Close on Tuesday instead, it is not a busy day.	2
Library Groupings – Congleton has better links with Macclesfield than Alsager. Alsager should be linked with Crewe.	1
Reduce smaller libraries by more hours instead.	1
Close on consecutive days instead.	1
Close an additional day.	1
People won't be able to remember the new hours.	1
Income suggestions – Coffee shop, craft sales.	1

Crewe Library (102 comments in total)

Do not reduce the library opening hours. Spend budget on the library instead of on multi-storey car parks. Reduce the number of councillors by 50%. Cancel wasteful road-building programme and release millions for services.	47
Thursday – Don't close on Thursday as it is a busy day, there is games club, over-50s social activities, Learn My Way, Games Club, Reading Group, Crafternoon Tea and Family History Group.	17
Keep larger libraries open for longer – With Crewe being the biggest town in the county, serving the most people why are the hours reducing so much more in comparison to other libraries that serve smaller areas? Surely it would make sense to keep the libraries that are accessible to the most amount of people open more. This library serves some of the most deprived areas in Cheshire East. Keep the two biggest libraries open all the times, Crewe and Macclesfield as they are Principal Towns with growing populations and have the largest collections of books.	13
Wednesday – Don't close on Wednesday, there is baby bounce, Learn My Way, Games Club, Reading Group and Crafternoon Tea. Closing on a Wednesday is out of line with retail units in the town. Crewe library holds computer classes on Wednesday.	9
Open every day – Open later in the day to save hours instead e.g. open after 10am.	5

Open every day – Close 3 half days instead of 1 whole day and a half. At least that would mean the library is open every day.	3
Monday, Tuesday – These are better days to close, those are the days the market is closed too.	2
Closures should be based on busiest times.	2
Why close the library when the Lifestyle Centre is open anyway?	2
Friday afternoon – Close on a Friday instead.	1
Library Groupings – Support for grouping Crewe with Nantwich.	1

Disley Library (20 comments in total)

Close the library.	6
Why is Disley Library not having any reduction in hours too? Especially as it is one of the least used / quietest libraries? Why reduce hours of busier libraries instead?	5
Support Disley hours remaining as they are.	5
Do not reduce the library opening hours.	4

Handforth Library (7 comments in total)

Do not reduce the library opening hours.	4
Close the library. Sell the property, and replace it with a pop-up mobile library, or send people to Wilmslow Library which is just around the corner.	1
Close an additional day.	1
Tuesday – Save hours by ending the Tuesday late opening instead.	1

Holmes Chapel Library (28 comments in total)

Do not reduce the library opening hours.	7
Friday – Don't close on Friday, this is a day parents are off with their children. Friday is a day that people often work from home or take as a longer weekend, hence may wish to use the library for their weekend reading. There is a well attended book club on a Friday.	7
Wednesday – Don't close on Wednesday. Many groups use the library on a Wednesday.	4

Support the proposal	2
Open every day – Close 3 half days instead of 1 whole day and a half. At least that would mean the library is open every day.	1
Monday – Would be a better day for closure.	1
Tuesday – Would be a better day for closure.	1
Library Groupings – Support proposal.	1
Weekend opening is important.	1
Library Groupings – Split with Sandbach.	1
Close an additional day	1

Knutsford Library (58 comments in total)

Thursday – Don't close on Thursday, it is busy, lots of groups meet on a Thursday, craft club, story times for children, different discussion and book groups, groups for the vulnerable. This would leave Knutsford with no library service between 1pm on Wednesday and 9am on Friday. This was late night opening, which is important for those who work 9 to 5. Late night opening is needed. Closing Thursday removes one of the late night openings. Don't reduce late night opening.	21
Do not reduce the library opening hours.	13
Open every day – Close 3 half days instead of 1 whole day and a half, or open later in the day to save hours.	5
Monday – Better to close on Monday than Thursday.	5
Library Groupings – Knutsford should be in Group D.	2
Friday – Would be a better day to close.	2
Wednesday – Would be a better day to close as this is a half day in Knutsford.	2
Close an additional day	1
People won't be able to remember the new hours.	1
Fear reductions in hours will lead to further closures in future. If hours are reduced, footfall will drop off, which will justify further closures. It will lead to a snowball effect.	1
Monday – Bus only runs on a Monday.	1
Tuesday – Would be a better day to close.	1

If you insist on further closures then you will need to alter the borrowing periods and fines for late returns to allow people access to return books.	1
Reduce levels of staff on at any one time.	1
Saturday – Would be a better day to close.	1

Macclesfield Library (283 comments in total)

Do not reduce the library opening hours, it needs longer hours not shorter ones.	73
Friday – Don't close on Friday, Friday is market day and is one of the town's busiest shopping days, closing the library on Friday seems incompatible with the busy-ness of the town. Friday all day close is unforgivable. Friday is only the quietest day for visitor numbers because there are no pre-school groups. Friday is also a common day for mums to not work and therefore take young children to the library. Macclesfield Art Group hold an annual exhibition usually from a Friday until the Saturday of the following week. We would lose up to a total of 3 days viewing time. Closing on a Friday and opening on a Saturday seems strange.	65
Keep larger libraries open for longer – With Macclesfield being the biggest town in the county, serving the most people why are the hours reducing so much more in comparison to other libraries that serve smaller areas? Surely it would make sense to keep the libraries that are accessible to the most amount of people open more. Shut the smaller libraries instead. 16 hours is around 30% of the opening hours which is much more than some of the smaller libraries! Why have Macclesfield's Library opening hours been affected so disproportionately? This is surely your flagship library? From a business sense this makes no sense to me. This town also has high levels of deprivation, as evidenced by the tartan rug. If there has to be savings it should be at the smaller libraries which serve a smaller population. Macclesfield is the busiest library in Cheshire East and has consistently been the busiest in the whole of the North West (CIPFA). Too many hours are being proposed for Macclesfield, this is dramatic and unfair.	61
Late night closures – Don't close both late nights (Tues & Thurs), this goes against what we said in our introduction about not closing on late nights, "It is appalling this is clearly stated at the beginning of the consultation that this is not going to happen, yet is buried in the enclosed document". Shutting Thursday evening is not good for those who have 9 to 5 jobs. Close Thursday morning instead. A book group also runs on a Thursday evening. Evening opening is essential.	16
Monday – Better to close on Monday than Friday. Other establishments in Macclesfield are closed on Monday.	12
Support for the proposal, reduced hours are better than closures, as long as the changes are communicated to the community then it should work, support only because Saturdays and evenings are protected.	11

Open every day – Open slightly later and then close a bit earlier so it is still open every day. Only close half days instead to ensure the library is open every day.	10
Wednesday – Don't close on Wednesday, there are childrens events that happen on Wednesdays.	8
Barclays Bank – What will happen as a result to Barclays Bank in the library?	4
Library Groupings – Bollington does not provide anywhere near as many services as Macclesfield Library does, how can that be a replacement? Poor bus services mean people cannot visit Bollington or Prestbury instead.	4
Wednesday – Do a full day closure on Wednesday, people are used to places being closed half-day on Wednesdays in Macclesfield.	3
Tuesday – Better to close on Tuesday than Friday.	3
Thursday – Better to close on Thursday than Friday, close Thursday afternoon when hardly anyone visits	2
There's a lack of imagination for keeping libraries open, the library is not used to its best advantage	2
Fear reductions in hours will lead to further closures in future. If you cut hours, you will lose customers and a few years down the line it will be deemed necessary to cut hours further etc etc. This happened in Hampshire.	2
Saturday – Open longer on Saturday.	2
Book renewal dates will need to take account of closed days.	1
Town Hall – This library seems to do a lot of what the town hall used to do, the town hall should be closed, and any remaining services moved to the library.	1
Income ideas – Have Corporate Events.	1
Library Groupings – Macclesfield and Congleton Libraires should avoid closing at the same times.	1
Volunteers – Use them to keep libraries open.	1

Middlewich Library (13 comments in total)

Do not reduce the library opening hours.	5
Support proposed reduction in hours rather than closure.	3
Monday – Close in the morning rather than the afternoon.	2
Support weekend opening.	1
Income ideas – Book donations, author talks.	1
Close an additional day.	1

Nantwich Library (132 comments in total)

Do not reduce the library opening hours. Closing means loss of income through room hire, book sale, hold fees.	50
Friday – Don't close, Friday is market day, a busy day in town and would be the WORST DAY to close for the full day. The 3 busiest days in Nantwich are market days on Tuesday, Thursday and Friday. Factories sometimes close for half a day on Fridays. Also a storytime group runs on a Friday, many preschool children / toddler groups use the service on a Friday, and children come into the library after school on Friday to do their weekend homework.	31
Wednesday – Would be a better day to close. Wednesday is quiet as it is half day close for many businesses. It would make sense to close on Wednesday and half day on Friday.	11
Monday – Don't reduce hours. There is a Family History workshop in the library on a Monday afternoon, as well as Welsh Language classes.	7
Open every day – Only close for 2 half days, or 3 half days. Open later in the morning, close earlier in the evening.	7
Support proposal – As long as new hours are well publicised, and late night opening is retained. Also opposed to forced redundancies.	5
Tuesday – Keep the late night opening as there are language classes in the evening.	4
Monday – Would be a better day to close. Closure on Monday would make more sense as most businesses close on Mondays in Nantwich.	4
Market day – Tuesday, Thursday and Friday are market days in the town, the library should be open on these days.	4
Income ideas – Paid tuition / classes. A daily tea table (not just a coffee machine), with a small fee, with a weekly book recommendation. We would pay for more craft sessions or reading buddy sessions.	2
Tuesday – Would be a better day to close.	2
Saturday – Keep open on a Saturday.	1
Library Groupings – Support Nantwich being grouped with Crewe.	1
Nantwich Library is well overstaffed and I have seen them reading books in working hours.	1
Thursday – Don't change the late night to a Thursday.	1
Volunteers – Use volunteers to keep the library open.	1

Poynton Library (115 comments in total)

Thursday – Don't close on Thursday. Thursday mornings is one of the busiest , liveliest days in the library, there is a singing group on that day for small children 10am - 10:30 (rhymetime) which is well attended. The Town Council quoted	35
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as saying: "If there is no alternative to the reduction in hours, the Town Council would ask that the Thursday closure is reviewed as this is a busy day, with many young children attending "Rhyme Time" and replaced by a Monday which is a much quieter day".	
Do not reduce the library opening hours.	25
Friday – Don't close on Friday. Many people shop in the village on Friday. Also rugby tots is on in the same building so lots of preschoolers visit the library before or after this. If the library must close half day on Friday please close in morning, not afternoon.	21
Monday – Ok to close on Monday as a lot of shops are closed on a Monday, Monday there are a lot of businesses closed in Poynton so would make sense to close then instead of Thursday.	8
Don't close on adjacent / consecutive days, there is too much concentrated closed time at the end of week.	5
Open every day – Open later every day, only close 2 half days. The Town Council quoted as saying: "The Town Council would also ask Cheshire East to consider opening later by one hour each day, which we believe could eliminate the half day closure." Would prefer close for 3 half days If has to close.	5
Wednesday – Ok to close this day. Wednesday was always half day closing and some shops still keep to that.	5
Keep larger libraries open for longer – Why is Poynton losing hours but Disley is not? Poynton has a very large population compared to Disley. Poynton seems to be losing a lot – 12 hours seems excessive, and seems out of proportion.	4
Close the library and sell the property, replace it with a pop-up mobile library. Close an additional day.	2
Thursday – Ok to close on Thursday.	1
Friday – Ok to close on Friday.	1
Tuesday – The quietest day of the week is Tuesday, when the proposal is to stay open until 7pm. This is pointless.	1
Fear reductions in hours will lead to further closures in future.	1
Library Groupings – Poynton should be linked closely with Wilmslow and Bollington	1

Prestbury Library (16 comments in total)

Close the library, have a visit from mobile library for the few people who do not drive.	10
Why is Prestbury Library not having any reduction in hours too? Especially as it is one of the least used / quietest libraries? Why reduce hours of busier libraries instead?	5
Do not reduce the library opening hours.	1

Sandbach Library (69 comments in total)

Thursday – Don't close on Thursday, this is market day in Sandbach. Many people make Thursday the one day they go to Sandbach, to visit the market. This would seem to be a day when people are more likely to combine shopping with visiting the library. "You plan to close on market day. Disasterous." "People are in Sandbach on a Thursday as its market day why would you shut then as people will be in town?".	23
Do not reduce the library opening hours.	17
Don't close on adjacent / consecutive days, there is too much concentrated closed time at end of week being proposed. Under the proposal the library would only be open 0.5 days during second half of the week.	8
Friday – Don't close on Friday, half day Friday would also inconvenience many people who finish work early for the weekend. Thursday and Fridays are busy days in Sandbach, when people are in town to visit the market. This would seem to be a day when people are more likely to combine shopping with visiting the library.	7
Keep larger libraries open for longer – Sandbach seems to be losing a lot, 12 hours seems excessive, and seems disproportionate. Other libraries are not having as significant cuts e.g. Middlewich. Other libraries in the same group are not losing as many hours as Sandbach is.	4
Tuesday – Ok to close on Tuesday. Tuesday afternoon closed would be better received as it was traditionally half day closing in Sandbach.	2
Wednesday – Ok to close on Wednesday. Making the full closing day Wednesday would be better as some shops already have half day closing at this time.	2
Monday – Ok to close on Monday.	2
Fear reductions in hours will lead to further closures in future. How far down the road before you end up with a virtual library?	1
Support the proposals.	1
Library Groupings – Sandbach is closely aligned with Holmes Chapel.	1
Close an additional day.	1

Wilmslow Library (46 comments in total)

Do not reduce the library opening hours.	15
Friday – Don't close it on Friday. Most part time workers have Mondays or Fridays off, if the library is closed on a Monday or Friday this will prevent a lot of people from being able to visit and use the library. Many people shop at	13

Sainsbury's and Wilmslow centre on Friday. Fridays are the days that most working Mum's take off to be with their children - so closing on this day will impact children's literacy more than any other day. It seems illogical to close on a Friday then open for the morning only on Saturday. This must have implications for maintaining heating etc especially in the winter. There are group events on Fridays, such as those run by East Cheshire Eye Society.	
Open every day – Close on 3 mornings instead, open later and close earlier.	6
Monday – Better to close on a Monday than a Friday.	3
Tuesday – Better to close on a Tuesday than a Friday.	2
Income ideas – Hire out one of the rooms upstairs to local businesses for their 'away days'.	1
Keep larger libraries open for longer – With Wilmslow being one of the biggest towns in the county, serving the most people, why are the hours reducing so much more in comparison to other libraries that serve smaller areas? Surely it would make sense to keep the libraries that are accessible to the most amount of people open more. This is one of the busiest libraries.	1
Keep it open on Saturdays	1
Tuesday – Half day closure should be in the morning, so people working and school children can still use it.	1
Close an additional day.	1
Have more evening hours.	1
Thursday – Better to close on a Thursday than a Friday.	1

The Mobile Library (12 comments in total)

Do not reduce the library opening hours, do not cut the mobile library, this is an essential service. Think about the people who are unable to access the standard libraries, these are likely people who will also have other issues and it is flying in the face of the health of humanity to reduce the hours these operate.	5
Make better use of the mobile library, Change the schedule of the mobile library, the service needs better promotion as some don't see it.	4
The mobile library is a luxury that should not be kept at the expense of the closure of the main libraries. This should be cut in favour of keeping larger libraries open.	2
Consider book boxes, with requests that a library van can replenish on a rota, to save the cost of an actual mobile library van.	1

Proposed new library services delivery

The proposal

Within the consultation material, Cheshire East Council put forward 2 options for future library closures – option A being for all libraries to close on the same day each week, and option B being for at least 1 library to stay open in each Group A to F every day of the week. Respondents could also suggest “Other” options if they wished to.

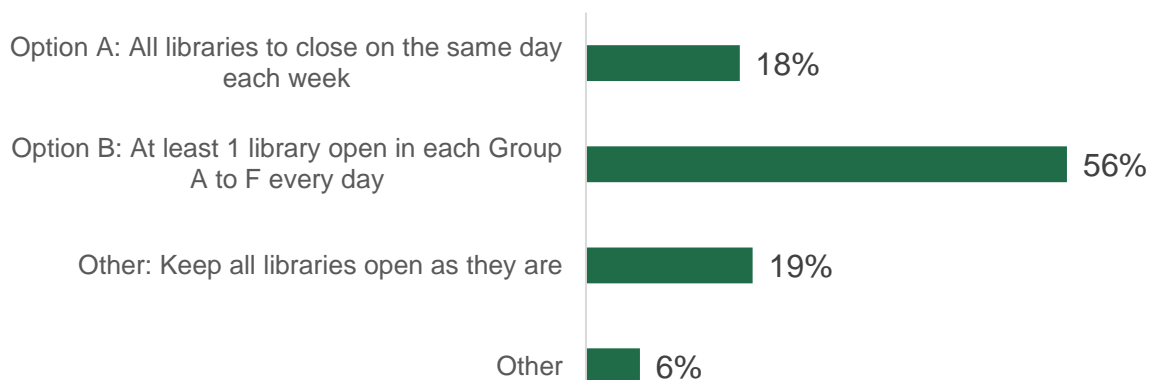
Detailed information about these proposals can be found in Appendix 1.

Preferences for future library closures

56% of respondents stated that they preferred option B – at least 1 library to stay open in each Group A to F every day.

18% of respondents selected option A, with 19% of respondents stating in the “other” box that libraries should be kept open as they currently are.

Preferences for future library closures in Cheshire East:



Responses = 2,483

6% of respondents suggested an alternative idea in the “other” box, and these suggestions included:

- Close individual libraries based on usage levels (2%)
- Keep larger libraries open as they are, close or reduce the hours of the smaller ones (1%)
- Close libraries in the mornings, afternoons or evenings rather than for whole days (1%)
- Every library to open at least half a day every day (1%)
- Consider local factors to determine closures – Public transport links, local events, market days, town closure days (0%)

- Close libraries in the North of the borough (0%)
- Open only outside school hours (0%)
- Combination of option A and B (0%)
- Keep libraries open with the use of volunteers (0%)
- No preference (0%)

Comments on delivering library services in local areas

Survey respondents were asked if they had any comments to make about delivering library services in local areas, a total of 1,100 comments were left to this section which have been analysed and coded into six distinct themes presented below.

The value/importance of library services (877 references)

- The library is valued/important/needed in the local area (482 comments)
- They are more than places to borrow books, they are central to the community/community hub (237 comments)
- Internet access for those digitally excluded (58 comments)
- They combat loneliness and social isolation (58 comments)
- The use of warm hubs in winter means opening hours need to be kept (42 comments)
- Against the proposals/Alternative suggestions (443 references)
- Libraries should be a protected service, vital provision. No changes to opening hours seek cuts and savings elsewhere (254 comments)
- Alternative revenue idea (124 comments)
- Closures should be usage and data-based such as footfall. Why are the largest most used libraries taking the largest cuts? (65 comments)

Impacted by proposed changes (313 references)

- Children and families would miss the benefits the service provided to education and interaction (148 comments)
- Individuals on low income would be disproportionately affected by the proposed changes, often cannot afford to travel to alternative library (55 comments)
- Elderly individuals would lose important social interaction opportunities (51 comments)
- Concerns about the impact on library staff who were seen as highly skilled and valued, protect their working hours (38 comments)
- Individuals with low mobility/disabilities (12 comments)
- Impact on rural areas, especially those with poor transport links (9 comments)

Opening hours or opening day comment (244 references)

- Late night and weekend service must be provided for those who work/ can only access at these times (86 comments)
- Closure day not suitable, proposals of days to close, don't close over market days (Monday seem to be preferred in some locations) (52 comments)
- Don't close libraries on the same day, what if that's the only day someone could access the service? (36 comments)
- Partial closure during the day better than a complete closure (31 comments)
- Closures of group days not acceptable, mostly Thursdays in Poynton being on the popular Rhymetime group day (14 comments)
- Don't make closure days confusing/ well advertise the changes (14 comments)
- Adjusting the opening hours may generate savings, e.g. later morning opening (11 comments)

Delivery of library services proposal comment (153 references)

- Keeping other libraries open would make no difference, can't travel would only use the local one (78 comments)
- Library groupings seem strange, Knutsford is too northern to be accessed within the group, no transport links between Alsager and Congleton (22 comments)
- The mobile library is well used and should cover the gaps in service made by closures (26 comments)
- Disproportionate number of libraries in the north, the small ones such as Prestbury and Alderley Edge should close and be covered by the mobile library (12 comments)
- Service should be provided based on need such as deprivation and low income (15 comments)

Other comments (23 references)

- General approval for the proposals (7 comments)
- The consultation with have limited impact, decision has already been made (4 comments)
- An out-of-hours book return box should be placed at each library to allow returns while closed (12 comments)

Alternative income generation or funding ideas for libraries

Survey respondents were asked if they had any ideas for income generation or alternative funding suggestions for Cheshire East libraries.

Summary of all responses

The below table summarises all of the income generation or funding ideas made.

Income generation and alternative funding suggestions	Count
Let out space / rooms for exhibitions, meetings, literary festivals etc	102
Charge a small voluntary fee for events and activities like story telling sessions, Rhymetime, Meet the Author, Knit and Natter, Book / reading clubs, Craft events, Art events, Baby groups, language courses, floristry, lego groups, programming workshops	56
Café / Tea room / Refreshment provision	42
Books – Sell second hand ones including at local events, take donations of new ones	24
Fund raise – place donation boxes in libraries, fundraise at fairs and festivals, sell raffle tickets, run charity events, obtain funding from grants and foundations	16
Sponsorship from local businesses and organisations, charge for advertising, including on the mobile library vans	12
Banking services – Charge banks for space to provide these services	8
Share space with other organisations and charge them to hire the space, including charities, Learning Centres, Tourist information offices, Citizens Advice Bureau, Post Offices, Town & Parish Councils	8
Charge for library membership / book borrowing, only for those that can afford it	7
Town & Parish Council funding	6
Charge a fee for mobile library book deliveries	5
Sell items – Artwork, local prints / have a gift shop	5
Let out space for coworking	4
Amazon / parcel collection lockers	4
Charge for WiFi / IT services	4

Reduce heating	2
Rent out DVDs / games	1
Cash machine – Place them in libraries for a fee	1
Charge for car parking	1

Responses by individual libraries

The below tables lists the income generation or funding ideas made for each individual library.

Alderley Edge library (11 suggestions in total)

Close this library / more cuts at this library as it has less users	5
Service at Wilmslow means this library is not justified	1
Use volunteers	2
Open at 10:30am	1
Obtain funding from grants and foundations	1
Run story telling sessions with small fee per session, £5	1

Alsager library (32 suggestions in total)

Let out the upstairs space to groups	10
Library valued, don't cut funding	6
Don't close on Wednesday as it's market day	3
Refreshment charge	3
Fundraise at fairs and festivals locally	2
Sell second-hand books	2
New build contributions	2
Amazon locker	2
Take donations of stock / more new books	2
Small gift shop to promote local independent trade	2
Rent out more modern DVD's/games	1

Small fees for groups such as rhyme time	1
Open at 10AM	1
Loss of a support group as each day has an event	1
Banking services	1

Bollington library (13 suggestions in total)

Library is valued, don't cut funding	4
Charged for events such as reading groups/ Afternoon or evening lectures	3
Open at 10AM	2
Use volunteers	1
Use library for exhibitions that are charged for	1
Regular events for kids	1
Half day on Wednesday like the shops in the village	1
Book sale stall at the Love Bollington Market	1
Community hub services such as cash machine, post office, café	1
One off joining fee	1

Congleton library (17 suggestions in total)

Hire out meeting room	7
Coffee shop or refreshment facilities	1
Use volunteers	3
Share space with services such as Springboard, Congleton Learning Centre, tourist info or charity	3
Charged for groups (meet the author) / increase charges at groups such as Knit and Natter	2
Open at 10AM	1
Book sales	1
Move to smaller cheaper premises	1
Provision for affordable baby groups in Congleton is poor in the middle of the week, could Rhymetime be expanded?	1
Workshops on programming	1

Crewe library (35 suggestions in total)

Library is valued, don't cut hours	10
Hire out the small library room once door is added	6
Seek sponsorship for library	5
Use volunteers	2
Charged for events and book evenings	2
Savings elsewhere	2
Open at 9:30AM/ later	2
Half-day on Wednesday/ don't close Thursday afternoon	2
Refreshment/Café facilities	1
Post office	1
Variation to Nantwich library	1
Library membership	1
Take book donations	1

Disley library (11 suggestions in total)

Further cuts at this library due to limited footfall/ close this library	3
Ask Parish Council for funding	2
Small charge for groups held here such as knit and chat	2
Open one Saturday out of two	1
Open at 10:30AM	1
Lyme Park to contribute funds	1
Increase prices at book sales	1
Combined service with citizens advice/ railway enquiries	1
Hire out the space after opening hours	1

Handforth library (2 suggestions in total)

Open at 10AM	1
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Close for a half day on Sunday afternoon	1
More book sales/ fundraising events	1

Holmes Chapel library (18 suggestions in total)

Renting out room space/ better advertised	9
Closing for an extra day / on a rota basis with Knutsford and Wilmslow	2
Small fee for groups such as Rhymetime / Craft and art events	2
Use volunteers	1
Increase in funding from Parish Council	1
Open at 10AM	1
Pop-up tearoom in the community room	1
Charge 50p for each book borrowed by adults	1
Banking hub	1
Art exhibitions	1
Reduce staff on each shift	1
Reduce heating	1

Knutsford library (19 suggestions in total)

Charged for events such as book reading evening/ classes/ baby groups/ craft sessions	9
Use of volunteers	3
Reduce the staffing level	2
Refreshment provision	2
Charge for wi-fi/ IT services	2
Open at 10AM	2
Charge advertising for businesses	1
Close all day on Wednesday	1
Close all day on a Monday	1

Add a small meeting room	1
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Macclesfield library (95 suggestions in total)

Hire out room upstairs (23 comments)	23
Refreshment facilities (18 comments)	18
Library is valued, don't cut hours (16 comments)	16
Charged for events/clubs (12 comments)	12
Donations and fundraising such as raffle tickets (10 comments)	10
Arts/Literary festival/evening events/exhibitions (8 comments)	8
No new books/ sale of old stock (7 comments)	7
Use volunteers (5 comments)	5
Use one of the large meetings rooms for co-working facilities (4 comments)	4
Opening later in the day, 9:30AM/10AM or close earlier (3 comments)	3
Shared space with community services such as Macclesfield Visitor Information Centre (2 comments)	2
Charge for ICT services (2 comments)	2
Closure on Monday (2 comment)	2
Redesign layout upstairs for more space for community activities (1 comment)	1
Work with Macc Cultural Forum (1 comment)	1
Library membership fee (1 comment)	1
Solar panels on the roof (1 comment)	1
Sponsorship from local companies such as AstraZeneca (1 comment)	1

Middlewich library (6 suggestions in total)

Use volunteers (1 comment)	1
Open at 10AM (1 comment)	1
Charged for events such as language courses or floristry (1 comment)	1
Amazon lockers (1 comment)	1
Refreshment provision (1 comment)	1
Advertise book donations more (1 comment)	1

Ask Ansa to sponsor the purchase of new books (1 comment)	1
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Nantwich library (58 suggestions in total)

Charged for events such as language courses/ school reading clubs/baby and toddler sessions/book evenings with authors	12
Private room hire upstairs in library	10
Library is valued, don't cut funding	10
Refreshment provision	7
Open at 10AM/after	5
Sale of items, such as artwork and prints of local artists	3
Cuts elsewhere such as the town ranger	2
Open longer on Saturdays	2
Council tax provision/ town council contributions	2
Library membership fee for those that can afford it	2
Close on Sunday and Wednesday afternoon	1
Sponsorship from Chatwins/Barclays	1
Charity events to generate income	1
Close the library and transfer to a shared space	1
Close on different days to Crewe library	1
Collaborate with local schools/colleges such as Reaseheath	1
Use volunteers	1

Poynton library (21 suggestions in total)

Library is valued, don't cut funding/ cut elsewhere	5
Refreshment provision	3
Closure on Thursday will impact the baby and toddler group	4
Closure would be better on a Monday, Half day on Wednesday to mirror businesses.	4
Charged for events such as Lego/Rhymetime/Arts and craft sessions, including evening sessions	9
Open at 10AM/ after to generate half day saving	2
Small charge for loaning books	1

Charge for car parking in Poynton village	1
Take donations of books/ sell off old stock	2

Prestbury library (10 suggestions in total)

Close this library/ replace with mobile library	5
Use volunteers	1
Further cuts in hours as it has less users	1
Open at 10:30AM	1
Charged for groups such as Rhyme time	1
Advertise the library better	1

Sandbach library (13 suggestions in total)

Energy efficiencies in building	1
Open a parcel collection hub	1
Sell books new to order/ old stock	2
No reduction on Thursday/ Friday hours	3
Small joining fees	1
Open at 10AM	1
Hire out to paying groups e.g., U3A	2
Art exhibitions by local groups	1
Refreshment facilities	1
Town council for funding	1

Wilmslow library (26 suggestions in total)

Hire out library space for talks/exhibitions/performances	6
Online booking for meeting room space/ make more of hiring this out	6
Donated books/ sell old stock	3
Library is valued, cuts elsewhere	3
Use volunteers	2

Keep open on Friday	2
Banking services	3
Small charge for book clubs, toddler clubs, art clubs	2
Refreshment facilities	1
Open at 10AM	1
Fundraising/donation box	1

Mobile library (25 suggestions in total)

Small charge per visit / delivery fee for books	5
Close service, too costly	4
Volunteer service	3
Combine into a mobile community hub with banking/library/medical services	3
Refreshment services	2
Expanded area (Sutton, Langleigh, Lyme Green, Aston)	2
Service valued, don't remove	2
Advertisement on vehicle for income	2
Donations/ contributions	1
Electric vehicle	1

Conclusions

Strong opposition to the proposals

As with the Budget Consultation conducted in January 2023 this Library Service Consultation 2023 received a significant number of responses, with many passionately opposing the proposed reductions to Library Service provision in Cheshire East.

These responses, alongside other forms of protest such as the Alsager Library 'read-in' which was attended by 179 people, and the House of Commons spoken contribution by Fiona Bruce MP, clearly indicate that the Library Service is a highly important service to many Cheshire East residents, and that libraries have clearly evolved to become more than just places to borrow books, but something more fundamental and vital within Cheshire East communities.

Differences of opinion between library users and non-users

The level of opposition from respondents to the proposals remains very high, though it is down slightly from the level of opposition received during the Budget Consultation (down from -58% net opposition to -44%). This perhaps reflects that residents are pleased to see Saturday and evening opening, and the mobile library service, retained.

It is also worth noting that non-library users showed net support of +6% to the proposals – this indicates that while the service is incredibly important to those that use it, if a referendum of the population as a whole was conducted we may find that the proposed service cuts would be more palatable to residents overall. There was a certain acceptance among some respondents that local government finances are currently very challenging, and that cuts are needed from services.

This may also suggest that in future income to run and expand the service may need to come from service users or from income generated from within the service itself, with many consultees feeding back that they would be willing to contribute somehow, and that many users are fairly affluent. It was emphasised however, that the service must remain free to those who cannot afford to contribute.

Alternative service provision and a long-term strategy

Those in opposition strongly suggested the proposals put forward were inadequate, and the council should strongly explore the possibility of keeping the larger libraries open for longer, or the possibility of opening libraries later in the day, so that full day closures are avoided, and so the service can attract as much footfall as possible, and generate as much revenue as possible.

It is also clear that there are alternative ways of delivering library services, with examples from around the country being provided, that should be thoroughly explored

as options to ensure libraries are open for as long as possible in future. Respondents listed many ideas for income generation and funding that should also be thoroughly explored to this end.

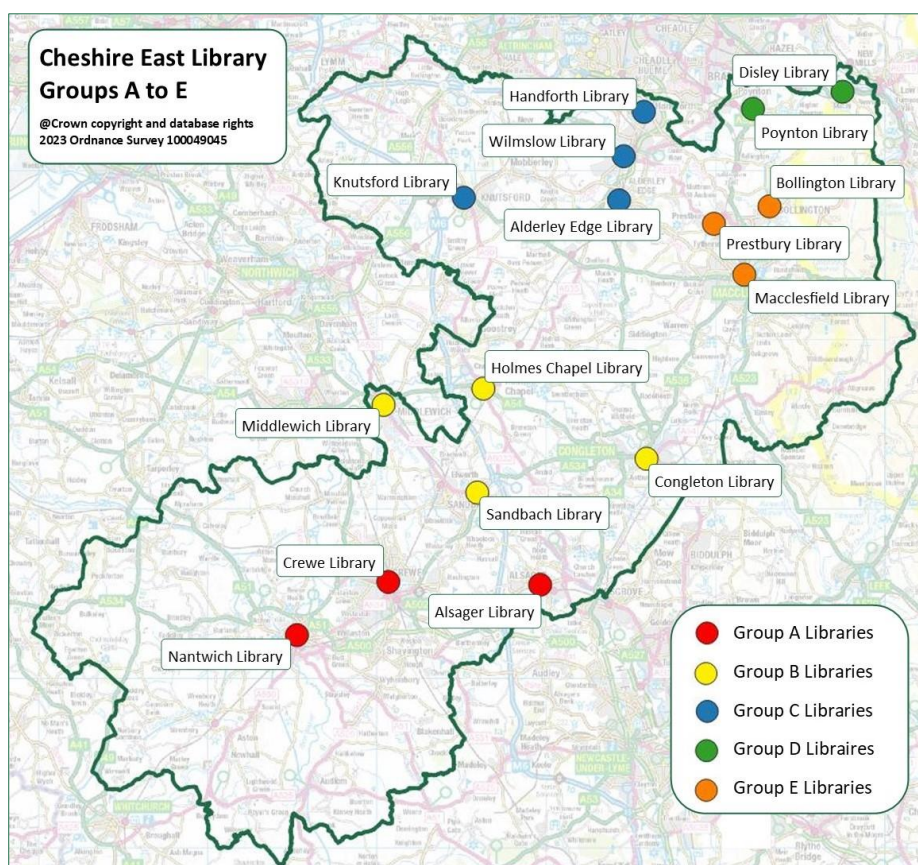
As Penny Mordaunt stated in a parliamentary debate on the Library Service proposals “I encourage [Cheshire East Council] to be a bit more entrepreneurial by generating income, working with partners, asking for business support and doing the many other things that councils up and down the country have done to secure such vital services”.

Any future service improvements should also be clearly set out within a long-term library strategy, that is coproduced with the key stakeholders, to ensure the Library Service evolves and expands in harmony with the communities they serve.

Local considerations

It is clear there are local considerations which must be taken into account when designing Library Services, such as perhaps not shutting on Fridays or on market days, ensuring that any activities that are lost on closed days are transferred over to alternative days smoothly, and that any changes to opening hours are advertised clearly and widely.

Finally, based on suggestions within the survey a suggested redesign of the Library Groupings is presented in the following map:



Appendix 1 – The consultation material

During the consultation the council set out its proposals within its consultation material, that respondents could then feedback on. A summary of this material is provided below.

Consultation on revised Library Service proposals

The revised Library Service proposals consulted on were to reduce current opening hours so that all libraries would be closed for at least 1.5 days during the week, and to reduce funding for the purchase of new books and newspapers.

This would mean libraries that are:

- Currently not closed in the week would close for a day and a half e.g. Alsager, Congleton, Crewe, Macclesfield, Nantwich, Poynton, Sandbach & Wilmslow
- Currently closed for 0.5 days in the week would close for an additional day e.g. Holmes Chapel & Knutsford
- Currently closed for 1 day in the week would close for an additional half day e.g. Bollington, Handforth & Middlewich
- Currently closed for 1.5 days or more in the week would stay as they are e.g. Alderley Edge, Disley, Prestbury

If these proposals were not delivered that would result in an overspend within Library Services for the year 2023 to 2024. This overspend would then need to be found in savings from the following year's budget, on top of any further savings that might be required.

Delivering Library Services in local areas

Cheshire East Council is proposed to close each library in Cheshire East for at least 1.5 days a week. There were 2 options presented for how this could be done.

Option 1: Close all libraries across the borough on the same day each week e.g. All libraries are closed all day Thursday and half day Wednesday.

Option 2: Ensure that at least 1 library is open in each Group A, B, C, D, E and F every day of the week (see the list and map below of the Library Groups A to F). This would mean different libraries in each group would open on different days during the week.

Group A = Crewe and Nantwich libraries

Group B = Alsager, Congleton and the Mobile libraries

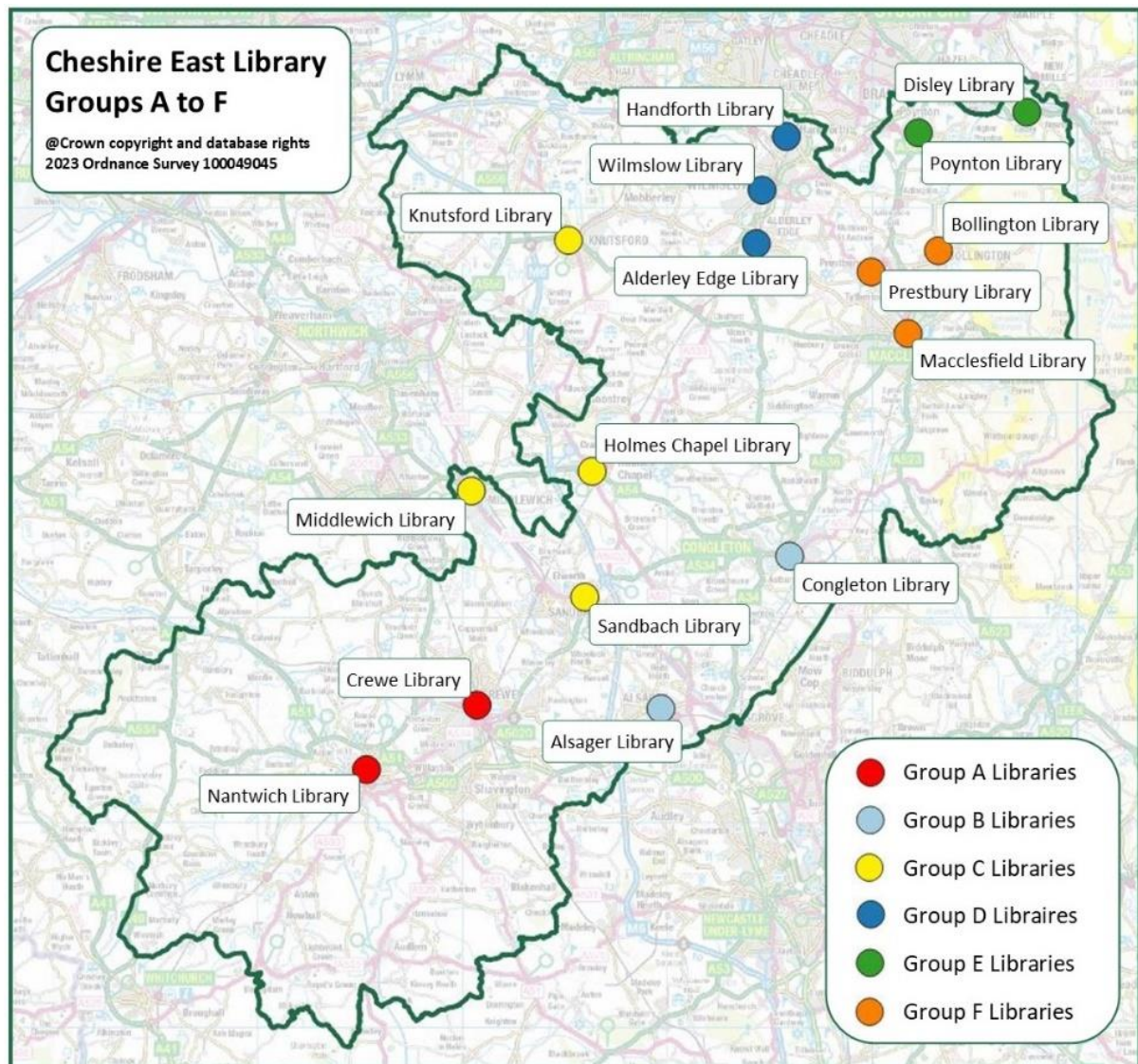
Group C = Holmes Chapel, Knutsford, Middlewich and Sandbach libraries

Group D = Alderley Edge, Handforth and Wilmslow libraries

Group E = Disley and Poynton libraries

Group F = Bollington, Macclesfield and Prestbury libraries

Libraries were grouped together based on the relative size of the library groupings, how close libraries are to each other, and the ease of access between them.



The proposed new library opening hours

Cheshire East Council also proposed to close Cheshire East libraries on each of the days as set out below.

The proposed changes to opening hours were based on key library usage data for each library, including daily visitor numbers, issues and returns data, and computer

usage stats, alongside other local considerations. Generally speaking the days proposed for closure were recommended on the quietest days for each library.

Group A	Proposed change	Total proposed reduction in hours
Crewe library	Close Wednesday and half day Thursday	14 hours
Nantwich library	Close Friday and half day Monday	12 hours
Group B		
Alsager library	Close Thursday and half day Wednesday	12 hours
Congleton library	Close Friday and half day Wednesday	12 hours
Mobile library	No changes being proposed	0 hours
Group C		
Holmes Chapel library	Close Wednesday and half day Friday	7.5 hours
Knutsford library	Close Thursday	10 hours
Middlewich library	Close half day Monday	4 hours
Sandbach library	Close Thursday and half day Friday	12 hours
Group D		
Alderley Edge library	No reduction in hours, but proposing to close on a Thursday open on a Friday	0 hours
Handforth library	Close half day Monday	4 hours
Wilmslow library	Close Friday and half day Tuesday	12 hours
Group E		
Disley library	No changes being proposed	0 hours
Poynton library	Close Thursday and half day Friday	12 hours
Group F		
Bollington library	Close half day Thursday	4 hours
Macclesfield library	Close Friday and half day Wednesday	16 hours
Prestbury library	No changes being proposed	0 hours

Extra information provided to support the consultation

The following extra information was also provided during the consultation:

- [Details about the proposed new opening hours for each Cheshire East library](#)
- [Key statistics about Cheshire East Libraries](#)
- [An Equality Impact Assessment](#)

Appendix 2 – Email feedback

All email responses

Given the large number of email response to the Library Consultation 2023, all emails received during the consultation have been printed verbatim in the following separate report:

[Library Service Consultation 2023 – All email feedback \(PDF, 1.82MB\)](#)

Summary of all email feedback

In total 125 emails were received during the consultation, including from the following Councillors and organisations:

- Councillor Jos Saunders (email #32)
- Cranage Parish Council (email #73)
- Congleton Town Council (email #90)
- Sandbach Town Council (email #94)
- Alderley Edge Parish Council (email #99)
- Disley Parish Council (email #103)
- Crewe Town Council (#107)
- Poynton Town Council (email #108)
- Bollington Town Council (email #110)
- Knutsford Town Council (email #111)
- Macclesfield Literary and Philosophical Society (email #113)
- Nantwich Town Council (email #119)
- Councillor Mary Brooks (email #120)
- Councillor Sue Adams (email 125)

A summary of the contents of all emails received is provided below.

Email topic / comment	No. of email references
Opposition to the proposals, including specifically at the largest libraries	105
Income ideas, including: <ul style="list-style-type: none"> • Opening bank and post office desks in libraries • Local Town & Parish Council funding • Lottery funding • Cafes in libraries • Auctions to raise funds • Charging users to use services such as computer use or book borrowing, or for admin services • Renting out library space / rooms, including to Town & Parish Councils or Citizens Advice Bureau • Getting sponsorship from local businesses 	14

<ul style="list-style-type: none"> • Paid for courses • PC games evenings • Book sales 	
<p>Savings ideas including:</p> <ul style="list-style-type: none"> • Stop paying council staff over £100,000 • Use volunteers in libraries • Reduce libraries staff numbers • Review library staffing roles and levels • Reduce the size of the libraries 	10
Support for the proposals	9
<p>Keep libraries open by:</p> <ul style="list-style-type: none"> • Opening them later in the day • Closing them sooner in the day • Having half day closing only • Opening without staff • Opening outside school hours only 	9
<p>Suggests improving library efficiency by:</p> <ul style="list-style-type: none"> • Having a 3-week rolling rota • Increasing book loan times / lending periods • Allowing book borrowing across all libraries • Handing libraries over to local councils to run • Adopting an alternative service delivery model such as those used in Staffordshire County Council, CW&C, Midlothian, and Llandaff 	6
Town Councils exploring ways of keeping the library open, particularly through top-up funding	6
Suggests proposals will prevent charity fund raising initiatives, and local organisations using libraries to deliver events / groups	5
<p>Library Groupings comments:</p> <ul style="list-style-type: none"> • Knutsford should be grouped with Wilmslow and Macclesfield • Congleton should be grouped with Macclesfield and Sandbach 	3
Opposition to the book fund reduction	2
Concern this will set a precedent for future cuts	2
Asks what other options have been considered by the council?	1
Alderley Edge – Specific issues around the library receiving less funding from CEC as compared other libraries, its use of volunteers to support the service, and a request that hours are amended to enable late night opening once a week. Supports the change to Friday opening.	1
Suggests alternative opening days	1
Asks where the long-term strategy for the Library Service is	1
Suggests ideas to ensure their group can still meet	1
Suggests public transport is not good enough to enable efficient travel between different libraries	1

A summary of the number of emails that referenced each library is provided below.

Individual library	No. of email references
Alderley Edge library	1
Alsager library	8
Bollington library	2

Congleton library	3
Crewe library	6
Disley library (support for hours)	3
Holmes Chapel library	2
Knutsford library	5
Macclesfield library	15
Nantwich library	6
Poynton library	8
Sandbach library	4
Wilmslow library	3

Appendix 3 – Letter feedback

In total 3 letters were received during the consultation. including from Fiona Bruce MP (letter #2).

All letters have been published verbatim below in the date order they were received and have been anonymised to protect the identity of the individual sending the response, unless the individual is a Member of Parliament or local Councillor. Brief summaries of the content of each email have also been provided.

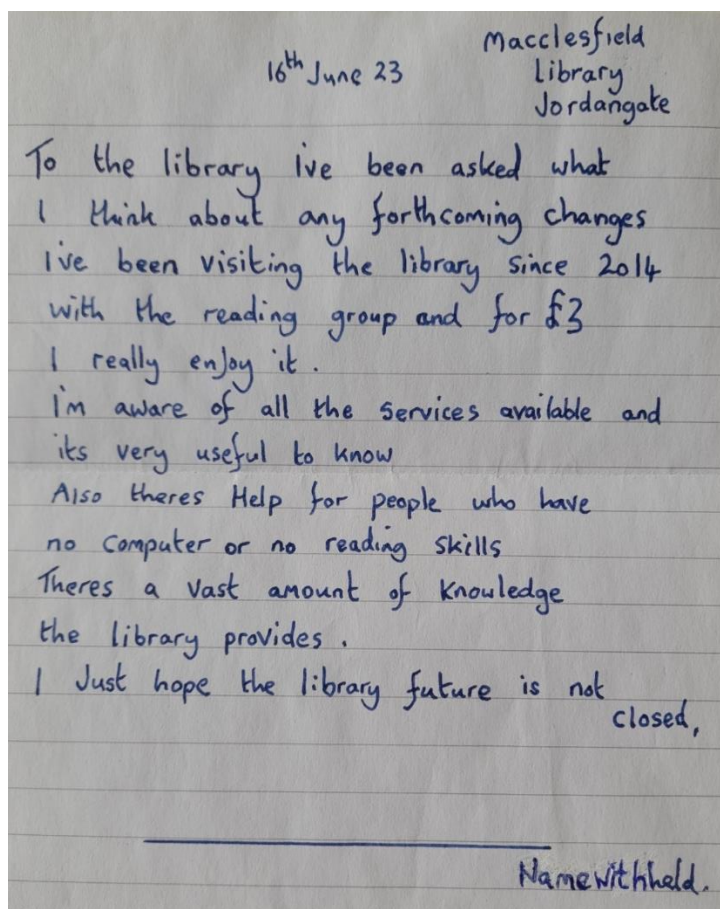
Letter response #1

Date letter received: 16 June 2023

Summary of content:

Opposition to the proposals, particularly at Macclesfield.

Full letter:



16th June 23 Macclesfield
Library
Jordangate

To the library I've been asked what I think about any forthcoming changes I've been visiting the library since 2014 with the reading group and for £3 I really enjoy it. I'm aware of all the services available and its very useful to know Also theres Help for people who have no computer or no reading skills Theres a vast amount of knowledge the library provides. I Just hope the library future is not closed,

Name Withheld.

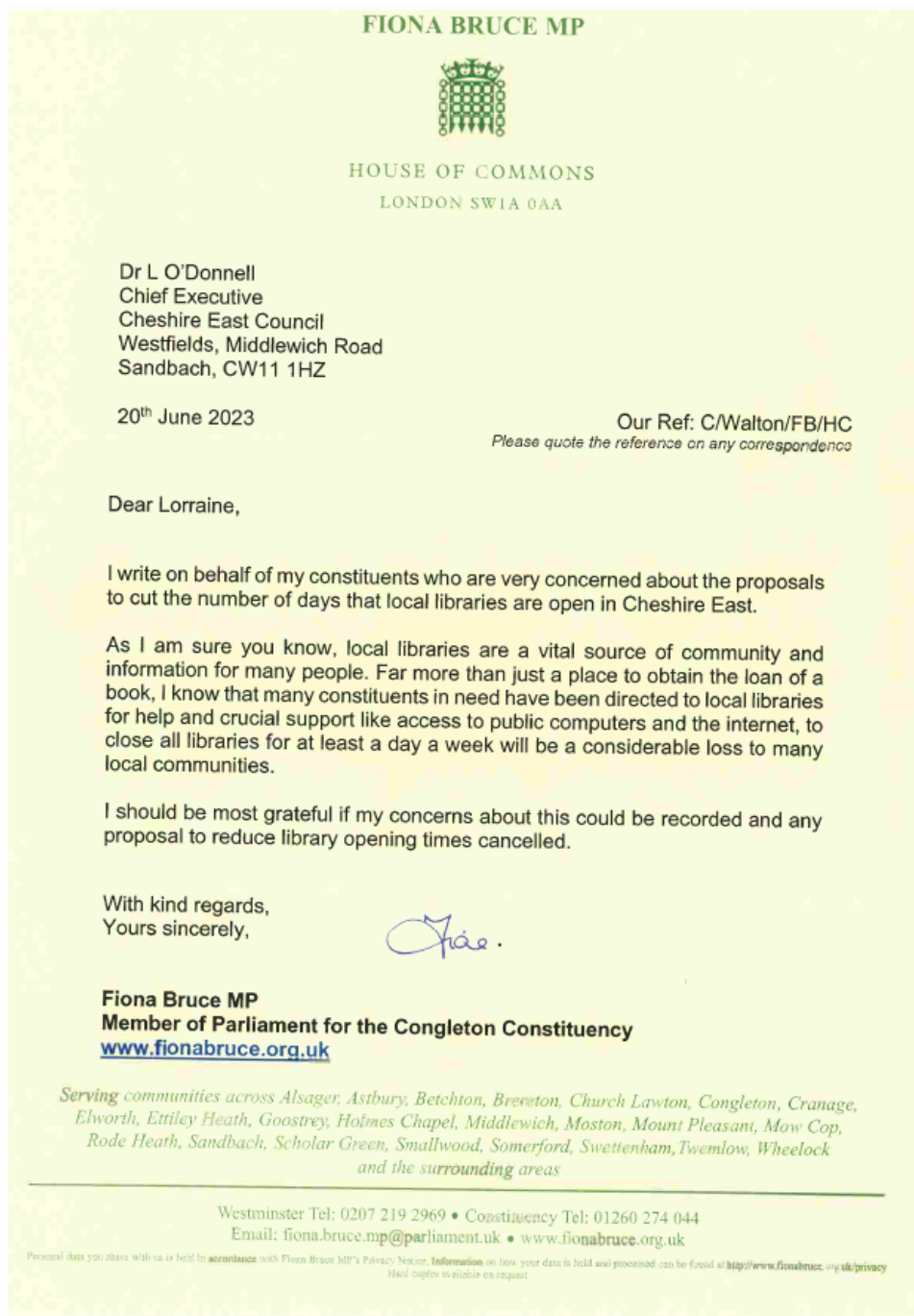
Letter response #2

Date letter received: 20 June 2023

Summary of content:

Response on behalf of Fiona Bruce MP. Opposition to the proposals.

Full letter:



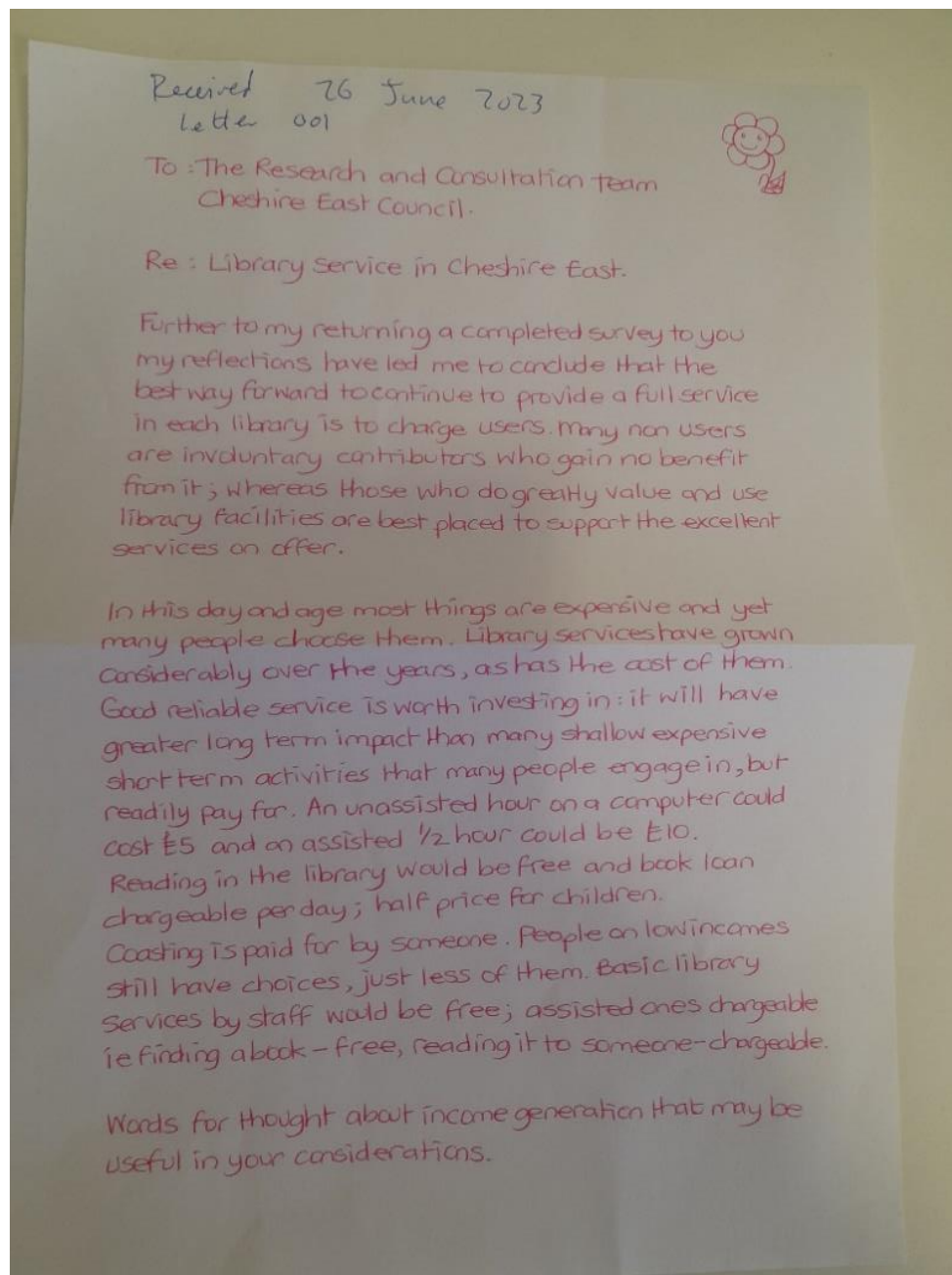
Letter response #3

Date letter received: 26 June 2023

Summary of content:

Suggests charging library users to help fund the service. States non-users are involuntary contributors who gain no benefit from the service. Charges could be for unassisted or assisted computer use (up to £10 per half hour), charges to loans books per day, etc.

Full letter:



Appendix 4 – Events and protests feedback

During the consultation face to face discussions took place between Cheshire East Council's Library Services management team and the stakeholders listed below – in total there were 255 individual engagements through these events.

Additionally a "read-in" protest was held at Alsager Library which was organised by members of the community, and there was a spoken contribution relating to the consultation from Fiona Bruce MP in the House of Commons.

Date	Meeting type	Who with	Attendees
13/02/2023	Staff briefing	CEC Library Staff North briefing 2	60
13/02/2023	Staff briefing	CEC Library Staff Mid briefing 2	35
13/02/2023	Staff briefing	CEC Library Staff South briefing 2	20
26/05/2023	Meeting / Discussion	Department for Digital, Culture, Media & Sport	2
05/06/2023	Staff briefing	CEC Library Staff North briefing 1	55
05/06/2023	Staff briefing	CEC Library Staff Mid briefing 1	30
05/06/2023	Staff briefing	CEC Library Staff South briefing 1	18
06/06/2023	Meeting / Discussion	Cheshire West & Chester Libraries, Cheshire Libraries Shared Services	2
16/06/2023	Informal library visit	MP Mullen and Councillor Posnett	2
16/06/2023	Informal library visit	Councillor Burton	1
20/06/2023	Meeting / Discussion	Town and Parish Council Network Meeting	16
21/06/2023	Meeting / Discussion	Councillor Burton	1
27/06/2023	Meeting / Discussion	Congleton Town Council	2
27/06/2023	Meeting / Discussion	Councillor Posnett	1
27/06/2023	Meeting / Discussion	Councillor Critchley	1
29/06/2023	Meeting / Discussion	Crewe Town Council	2
29/06/2023	Meeting / Discussion	Poynton Town Council	3
04/07/2023	Library "read-in" protest	Non CEC protest, led by members of the community	179
06/07/2023	Meeting / Discussion	Councillor Braithwaite	1
07/07/2023	Meeting / Discussion	Wilmslow Town Council	3
10/07/2023	House of Commons debate	Fiona Bruce MP	1

Notes from 3 of these events are recorded below.

Town and Parish Council network meeting – 20 June 2023

Number of guest attendees: 16

Organisations represented at the meeting:

- Brereton cum Smethwick Parish Council
- Congleton Town Council
- Disley Parish Council
- Handforth Town Council
- High Legh Parish Council
- Holmes Chapel Parish Council
- Hulme Walfield & Somerford Booths Parish Council
- Knutsford Town Council
- Ollerton with Marthall and Over Alderley Parish Councils
- Poynton Town Council
- Sandbach Town Council
- Shavington cum Gresty Parish Council

Following introductions to CEC Staff, Tom Shuttleworth (Interim Director of Environment & Neighbourhoods) delivered a presentation outlining a background to the process, the proposals and associated timelines.

At the end of the presentation, the following questions were asked with the responses outlined delivered for each.

Question from Poynton Town Council

Q. Why Thursday closure at Poynton – understand, from sitting on reception in shared area, that it appears to be the busiest day.

A. Not set in stone, potential to alter via consultation but noted that visitors numbers are similar.

Q. Instead of closing for half a day, could there be scope to open later each day?

A. Noted it has been looked at, doesn't give quite the same savings – could be reviewed as part of development of proposal if consultation feedback illustrates this preference.

Question from Handforth Town Council

Q. What data had been used to establish opening days / times?

A. Includes a visitor count (some automatics & some manual) plus members, PC usage and borrowing rates.

Q. Noting Handforth Garden Village (4K houses), there was a proposal for a new library. Has this been considered / factored into the these proposals?

A. Would be inappropriate to comment of specifics but acknowledged this exercise was about the here and now. As and when any major developments come forward, a view will be taken at that point regarding local amenities including libraries.

Q. Is information being shared between neighbouring Town and Parish Councils?

A. No, would be down to individual Town and Parish Councils to instigate this. Jackie Weaver offered ChALC's support in brokering these discussions.

Question from Knutsford Town Council

Q. Can we see the user data?

A. Yes, has been added to consultation pages of website (& shared in the meeting 'chat').

Q. Is it possible to see specific usage in days / times?

A. Yes at large libraries – done by counters although estimates used at smaller libraries.

Q. Noted that the group suggested for Knutsford wasn't accessible by public transport – can this be considered?

A. Can be reviewed & potentially altered.

Q. Has a split day been considered – closing at lunchtime?

A. Noted that is more difficult, particularly at larger sites & would also need to consider staff contracts & willingness to work split shifts. Not totally out of the question, will review usage figures, but seems more problematic than other potential options.

Q. What will the reduction in the Book Fund mean in practice?

A. Purchasing less bestsellers – was 1-2 per site but will be max 1 per library. Noted, in the current model, there was a small over recovery so there is the potential, should this option be progressed, to reinvest the surplus into the Book Fund.

Q. How does the proposals impacts Cheshire West & Chester [CWAC]?

A. Regular updates take place with CWAC & Library Shared Services but specific impact hasn't been fully resolved. Noted that CWAC are undertaking their own review but is at a relatively early stage.

Question from unknown

Q. Are cuts in 2023/24 or all years?

A. Is a rolling plan – revised service will be embedded in 2023/24 with that service then offered moving forward.

Q. Is there a Strategic Plan for Libraries in Cheshire East – or is one to be developed?

A. At this point, nothing further planned beyond the scope of the exercise set out in the consultation exercise.

Question from Holmes Chapel Parish Council

Q. Is there the option for volunteers to support the running of the library service – particularly at the smaller sites?

A. Noted that this is the case at some sites. It will be reviewed going forward but not in the short term. Not a consideration to replace paid staff with volunteers in this proposal.

Question from Congleton Town Council

Q. Noted that usage is high – particularly of PCs, can anything be done to reduce the impact – flag: warm spaces, understand budget cuts. Also noted that the Town Council hadn't received increased funds from developments outside the boundary. Specific question related to the number of staff required to operate the library and whether this could be reviewed.

A. Same staffing levels required to operate the library and there will be the expectation to complete same tasks as currently so more pressure placed on the staff.

In relation to the point re. parish councils getting increased funds from developments, it would need to be the Town Council (or ChALC) that brokered these conversations.

Q. When the library is closed [as per the proposed model or alternative], can there still be access to the meeting room?

A. No, not when the library is closed.

Q. Noted that the costs proposed seemed high.

A. Happy to provide granularity but would need to schedule a separate meeting.

Question from Knutsford Town Council

Q. In favour of shorter days [suggested earlier in the meeting], is there an alternative?

A. The proposed model, which can be altered – in terms of days closed, would be for neighbouring libraries to assist to add capacity – acknowledging limitations with public transport.

Alsager Library read-in protest – 4 July 2023

179 people attended a “read-in” protest at Alsager Library between 3-4pm on 4 July 2023, to protest against the proposed reduction in hours at Alsager Library. This event was not organised nor hosted by Cheshire East Council.



House of Commons Debate – 10 July 2023

[Fiona Bruce MP raised concerns in the House of Commons about Cheshire East Council plans to reduce opening hours at Libraries in Cheshire East in Parliament.](#)

Speaking in Parliament Fiona Bruce MP asked:

‘Labour-led Cheshire East Council has proposed to close all libraries for at least one and a half weekdays every week. In my constituency, that will affect libraries in Alsager, Sandbach, Holmes Chapel, Middlewich and Congleton. Does the Leader of the House agree that members of Congleton Town Council and others are absolutely right to oppose that inexplicable proposal, bearing in mind its negative and, indeed, potentially damaging impact not only on young people’s learning but on many of my least well-off constituents, who depend on libraries for welfare checks, bus applications, computer use for job applications, to read the local papers, and many other everyday essentials?’

Penny Mordaunt MP (Leader of the House of Commons) responded:

‘I agree with her: that is a crazy solution to a problem of constrained resource. Why have an asset, with all those overheads, just to shut it for part of the week? I encourage her council to be a bit more entrepreneurial by generating income, working with partners, asking for business support and doing the many other things that councils up and down the country have done to secure such vital services, including, in some cases, community asset transfers. I hope that, in addition to securing a debate and asking a question on Monday, she can also get her council to buck up.’

Photo shows Fiona Bruce MP in the House of Commons raising concerns about library closures



Appendix 5 – Social media engagement

10 posts advertising the consultation were posted the council's corporate Twitter account (@CheshireEast). The consultation was also promoted on individual library Facebook pages as well.

The content posted on the corporate Twitter account was "Have your say on plans for your local library. Take part in our consultation on proposals for library opening hours across the borough. Find out more and respond to the consultation by 9 July".

Only metrics from the corporate Twitter engagement have been captured below.

Corporate Twitter Engagement

Total audience reached = 370,428

Total number of click throughs = 161

Total number of corporate Twitter engagements (likes, comments & shares) = 41

Appendix 6 – Newspaper articles

As of 9 July 2023, a total of 10 newspaper articles had been published throughout the duration of the consultation. These are listed below.

Date	Publication	Link
09/06/2023	Cheshire East Council	https://www.cheshireeast.gov.uk/council_and_democracy/council_information/media_hub/media_releases/have-your-say-on-plans-for-cheshire-east-s-libraries.aspx
12/06/2023	The Nantwich News	https://thenantwichnews.co.uk/2023/06/12/consultation-launched-on-cuts-to-cheshire-east-library-services/
12/06/2023	Crewe Nub News	https://crewe.nub.news/news/local-news/council-unveils-plan-to-cut-back-crewe-and-nantwich-library-opening-hours-187660
21/06/2023	Crewe Nub News	https://crewe.nub.news/news/local-news/crewe-councillors-urge-mp-to-lobby-for-funding-to-stop-towns-library-services-being-cut-188973
21/06/2023	The Nantwich News	https://thenantwichnews.co.uk/2023/06/21/councillors-urge-mp-on-action-to-stop-cheshire-east-library-cuts/
23/06/2023	Northwich Guardian	https://www.northwichguardian.co.uk/news/23606996.cheshire-east-planning-cut-library-opening-hours/
23/06/2023	Knutsford Guardian	https://www.knutsfordguardian.co.uk/news/23606996.cheshire-east-planning-cut-library-opening-hours/
04/07/2023	Stoke Sentinel	https://www.stokesentinel.co.uk/news/stoke-on-trent-news/mum-takes-direct-action-protest-8569028
06/07/2023	The Nantwich News	https://thenantwichnews.co.uk/2023/07/06/letter-cecs-cut-back-plan-for-libraries-is-atrocious/
07/07/2023	The Nantwich News	https://thenantwichnews.co.uk/2023/07/07/nantwich-library-to-close-fridays-and-half-day-mondays-under-cec-cuts/

Appendix 7 – Survey respondent demographics

Gender

71% of survey respondents were female, 25% male.

Gender	Count	Percent
Female	1,884	71%
Male	667	25%
Prefer not to say	96	4%
Other	14	1%
Total valid responses	2,661	100%

The 14 “other” responses comprised of the below which have been printed verbatim:

- “Non-binary” (x2)
- “Adult human female by biological sex” (x2)
- “Being male or female is not a ‘gender identity’. It’s a biological sex.”
- “Bibliophile”
- “Monkey”
- “MYOB”
- “Pathetic”
- “Retired businessman”
- “There’s only 2 genders”

Age group

Survey respondent numbers by age group were as follows:

Age Group	Count	Percent
Under 35	169	6%
35-44	482	18%
45-54	422	16%
55-64	502	19%
65-74	622	23%
75 plus	386	14%
Prefer not to say	96	4%
Total valid responses	2,679	100%

Health or disability status

Survey respondent numbers by health or disability status were as follows:

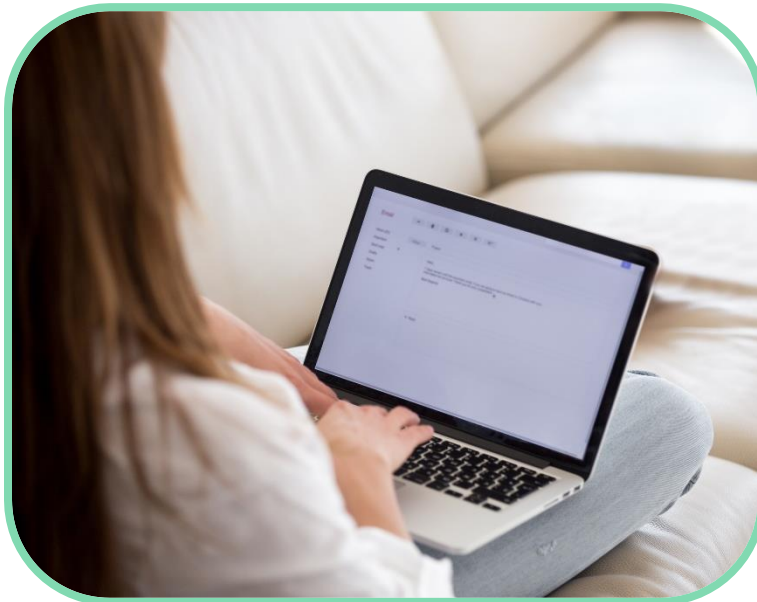
Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? This includes problems related to old age.			Count	Percent
Yes			400	15%
No			2105	79%
Prefer not to say			151	6%
Total valid responses			2,656	100%



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All emails received in reply to Cheshire East Council's

Library Service Consultation 2023



Contents

Introduction	3
Summary of all email feedback	5
All email responses	7

Report produced 13 July 2023 by Ben Buckley of the Research and Consultation Team, Cheshire East Council. Email RandC@cheshireeast.gov.uk for further information.

The protest pictures used on the front and back covers of this report were supplied by the organiser of an “Alsager Library read-in” event which took place on 4 July 2023, in protest at the proposed reductions in opening hours at Alsager Library (see email response #105 for more detail). The supplier of these photos consented to them being published within this report and had sought consent from all those in the photos for them to be made public.

Introduction

Background to the consultation

In January 2023 Cheshire East Council consulted on a draft Medium Term Financial Strategy during its Budget Consultation. The draft MTFS put forward in January 2023 was an extremely challenging one, given the impact of the cost of living crisis and inflation on council finances.

This draft MTFS included proposals to revise library service provision to deliver **£1,056,000** worth of savings over the next 4 years.

[The council received a large amount of feedback during this Budget Consultation](#), with over 2,300+ responses received in total. Much of this feedback opposed the proposed savings to be made from Library Services.

The council listened to this feedback, and as a result made the following changes to the original MTFS Library Service proposal:

- It reduced the amount of money to be saved from the Library Service by **£170,000**, with these savings to be found elsewhere
- It reversed its proposal to close all Libraries in Cheshire East on Saturdays, as this is the only time of the week some customers can visit
- It reversed its proposal to close all Libraries in Cheshire East in the evenings, as this is the only time of the week some customers can visit
- It reversed its proposal to close the Mobile Library Service, as this is vital for rural customers who are unable to travel

Consultation on the revised Library Service proposals

Between 9 June and 9 July 2023 Cheshire East Council consulted on the revised Library Service proposals. These proposals were to reduce the opening hours of Cheshire East libraries, and to reduce funding for the purchase of new books and newspapers. The full material that was consulted on is outlined in Appendix 1.

Consultation methodology

The consultation was promoted to a wide range of stakeholders including local residents, Cheshire East visitors, Cheshire East Council staff, library users, local businesses, local Councillors and local Town and Parish Councils.

The consultation was promoted through the following mediums:

- The Digital Influence Panel
- [Media releases](#)

- [Social media](#)
- Paper consultation packs and posters distributed in all libraries
- Library staff briefings
- The Town and Parish Council network
- Council Members Briefings
- 1 to 1 conversations with local Councillors and Town and Parish Councils

Consultation response

Consultation responses were invited from anyone who wished to respond, with the consultation being heavily promoted within the Cheshire East libraries that the proposals would potentially impact. The consultation was not run as a referendum nor as a statistically robust random sample survey.

In total there were 3,200 consultation engagements, including:

- 2,470 online survey responses
- 306 paper survey responses (from 1,140 distributed in total)
- 255 event attendees
- 125 email responses
- 41 social media engagements
- 3 letter responses

Further to these engagements there were 2 other key events that took place in relation to the consultation:

- An Alsager Library 'read-in' protest attended by 179 people
- [A House of Commons spoken contribution relating to the consultation from Fiona Bruce MP](#)

Reading this report

This supplementary report contains all 125 emails received as part of the Library Service Consultation 2023. These have been printed separately from the main report given the large number of emails received during the consultation.

Summary of all email feedback

In total 125 emails were received during the consultation, including from the following Councillors and organisations:

- Councillor Jos Saunders (email #32)
- Cranage Parish Council (email #73)
- Congleton Town Council (email #90)
- Sandbach Town Council (email #94)
- Alderley Edge Parish Council (email #99)
- Disley Parish Council (email #103)
- Crewe Town Council (#107)
- Poynton Town Council (email #108)
- Bollington Town Council (email #110)
- Knutsford Town Council (email #111)
- Macclesfield Literary and Philosophical Society (email #113)
- Nantwich Town Council (email #119)
- Councillor Mary Brooks (email #120)
- Councillor Sue Adams (email 125)

A summary of the contents of these emails is provided below.

Email topic / comment	No. of email references
Opposition to the proposals, including specifically at the largest libraries	105
Income ideas, including: <ul style="list-style-type: none"> • Opening bank and post office desks in libraries • Local Town & Parish Council funding • Lottery funding • Cafes in libraries • Auctions to raise funds • Charging users to use services such as computer use or book borrowing, or for admin services • Renting out library space / rooms, including to Town & Parish Councils or Citizens Advice Bureau • Getting sponsorship from local businesses • Paid for courses • PC games evenings • Book sales 	14
Savings ideas including: <ul style="list-style-type: none"> • Stop paying council staff over £100,000 • Use volunteers in libraries • Reduce libraries staff numbers • Review library staffing roles and levels • Reduce the size of the libraries 	10
Support for the proposals	9
Keep libraries open by:	9

<ul style="list-style-type: none"> • Opening them later in the day • Closing them sooner in the day • Having half day closing only • Opening without staff • Opening outside school hours only 	
<p>Suggests improving library efficiency by:</p> <ul style="list-style-type: none"> • Having a 3-week rolling rota • Increasing book loan times / lending periods • Allowing book borrowing across all libraries • Handing libraries over to local councils to run • Adopting an alternative service delivery model such as those used in Staffordshire County Council, CW&C, Midlothian, and Llandaff 	6
Town Councils exploring ways of keeping the library open, particularly through top-up funding	6
Suggests proposals will prevent charity fund raising initiatives, and local organisations using libraries to deliver events / groups	5
<p>Library Groupings comments:</p> <ul style="list-style-type: none"> • Knutsford should be grouped with Wilmslow and Macclesfield • Congleton should be grouped with Macclesfield and Sandbach 	3
Opposition to the book fund reduction	2
Concern this will set a precedent for future cuts	2
Asks what other options have been considered by the council?	1
Alderley Edge – Specific issues around the library receiving less funding from CEC as compared other libraries, its use of volunteers to support the service, and a request that hours are amended to enable late night opening once a week. Supports the change to Friday opening.	1
Suggests alternative opening days	1
Asks where the long-term strategy for the Library Service is	1
Suggests ideas to ensure their group can still meet	1
Suggests public transport is not good enough to enable efficient travel between different libraries	1

A summary of the number of emails that referenced each library is provided below.

Individual library	No. of email references
Alderley Edge library	1
Alsager library	8
Bollington library	2
Congleton library	3
Crewe library	6
Disley library (support for hours)	3
Holmes Chapel library	2
Knutsford library	5
Macclesfield library	15
Nantwich library	6
Poynton library	8
Sandbach library	4
Wilmslow library	3

All email responses

All emails have been published verbatim below in the date order they were received and have been anonymised to protect the identity of the individual sending the response, unless the individual is a Member of Parliament or local Councillor. Brief summaries of the content of each email have also been provided.

Email response #1

Date email received: 9 June 2023

Summary of content:

Library employee. Opposition to the proposals, particularly at the larger libraries which serve more people. Specifically Crewe.

Full email text:

I work at Crewe Library. I am appalled at the proposals to reduce hours at Cheshire East libraries. This is on behalf of both the staff affected and the public who use our services.

I am shocked that there is proposed a blanket treatment of all libraries, regardless of their usage. Why is a small village library losing the same number of hours (or no hours in some cases) as a larger library with higher footfall? Why isn't each library being considered on its own merit?

Libraries in deprived areas are naturally busier and have more needs than those in more affluent areas. Often customers have complex needs and need extra time and attention. They don't necessarily have anywhere else they can ask for advice and support. These customers will have nowhere to ask for help if we are closed.

Libraries in more deprived areas support the vulnerable. We have a variety of people who use our services every day. Older people, those with Special Needs and the Homeless or vulnerably housed all use our services. We are a very cost-efficient service who provide many services that cater for our customer's needs all under one roof. We are a warm space in the winter, vital in our current financial climate in a deprived area. People don't need to admit they are here for a warm space, their needs can remain anonymous unless they choose to voice them.

Case Study 1: R is an adult with Special Educational Needs. They have a carer who attends the library with them each day. They use the computers and thrive on the social interactions and routine that the library provides for them.

Case Study 2: E is an adult with Special Educational Needs, they do not have a carer. They come into the library daily to use the computers and the hublets, they use the

library as a safe and warm space where they don't need to spend money. E feels comfortable enough with most of the staff to ask for help if they need it. On a recent Bank Holiday Monday I have seen E sat on a wall on the street, during the hours that they would usually use the library.

Case Study 3: P is an older person who is retired. They do not own a phone or computer. They come into the library daily to use computers. Library staff provide well needed social interaction, a warm space and for advice on various matters.

Case Study 4: H is a young teen who has struggled with school. He has used the library daily with his tutor. His behaviour wasn't great when he first started but we have supported them both with finding resources and H has been helping us to set up and tidy away for Baby Bounce. He will soon be going back to school. He now sees the library as a safe space and would come to us in the future if he needed support.

I could provide thousands of these case studies, but these are some that stand out in my mind, they are also unlikely to have ever completed library feedback forms due to the nature of their needs.

Crewe Library is within a building that is already open. Building running costs won't really be saved if we are closed.

After working throughout covid as a vital front-line service (key worker status), when many council staff were working from home, we now seem to be considered dispensable.

Library staff have other responsibilities. Suggesting that they simply move hours to a day that we are open isn't going to be possible for many staff due to parenting and care commitments that they have. Many of us have built our responsibilities around the hours that we work and we don't all have the support systems in place to be that flexible. Therefore, if closures fall on our days of work we are likely to lose income. This puts parents and carers at an unfair disadvantage.

Email response #2

Date email received: 9 June 2023

Full email text:

To save money stop paying staff over £100,000 should never earn more than the PM for running a council and not the country

Email response #3

Date email received: 9 June 2023

Full email text:

I disagree with the proposed changes to library opening hours. They should stay as they are.

Email response #4

Date email received: 10 June 2023

Summary of content:

Opposition to the proposals, particularly at Macclesfield.

Full email text:

Morning

Whilst I appreciate a need to make savings in these difficult economic times, I think this proposed action should be reconsidered.

The library is a hub in our community. It provides a meeting place for many local groups. For some members of our community it provides an opportunity to meet and interact with others and, in some cases, it is their only Internet access.

Macclesfield Town centre is declining before our very eyes. The shopping centre is not what it was 12 months ago. It is important to retain a focal point in the town.

The library is obviously a superb lending centre but it is far more than this.

It would be a great shame if this course of action was followed.

Regards

Email response #5

Date email received: 10 June 2023

Summary of content:

Opposition to the proposals, particularly at Macclesfield.

Full email text:

Libraries are a great asset for the community, providing a service which cannot be found elsewhere. My local library at Macclesfield is an essential service and reducing hours there would be detrimental to the whole community.

Email response #6

Date email received: 11 June 2023

Summary of content:

Opposition to the proposals. Suggests opening bank and post office desks in libraries.

Full email text:

Dear RandC

I am extremely concerned at the proposed plans for library closures across Cheshire East. I want to see Cheshire East come up with ideas to avoid the day and a half closure proposed.

1. Many banks are closing in towns and villages across the county. Have banks been approached to open a desk in libraries. Has the Council thought about setting up its own community bank/society
2. Post offices are also closing, for example in Crewe. Has the Council approached Post Office Services about setting up in libraries
3. To close all libraires is a blunt instrument. Surely busy libraries should have longer opening hours than those that aren't used as much.
4. What happens to folk who walk into a library having been made homeless? Libraries provide a vital service and those most in need are the ones who will bear the greatest burden. People in desperate circumstances don't have the luxury of choice when they will need to draw on the services of the library, whether this is picking up an emergency food parcel or finding a bed for the night.

Email response #7

Date email received: 11 June 2023

Summary of content:

Opposition to the proposals, particularly at Nantwich.

Full email text:

I am a member of Cheshire Libraries using Nantwich every week. This library caters for Children singing day. Lonely people day and of course a lending library. I have been a member of Cheshire Libraries for [redacted]. It gives me great pleasure to use.

Email response #8

Date email received: 11 June 2023

Summary of content:

Support for the proposals.

Full email text:

Fantastic idea to cut opening hours of libraries, they are a parasite to public funding. Underused and overstaffed. An outdated concept in modern society.

Email response #9

Date email received: 12 June 2023

Summary of content:

Suggestions for:

- Different library groupings
- A 3 week rolling rota
- Increasing book loan times
- Allowing book borrowing across all libraries

Full email text:

I offer my suggestion for libraries' opening times:

1. Group Town Libraries together in threes, based on their proximity to each other, thus giving some consideration to those who have to use public transport;

for example: Macclesfield , Poynton, Wilmslow.

2. Have a three week rolling period where each of the libraries is open for half a day four times per week, 8.00am – 1.00pm and 1.00pm – 6.00pm. In every three week

period every library will have been open from 8.00 am until 6.00 pm for one whole day on every day, Monday to Saturday.

3. Increase the loan time for books to four weeks, so that someone who can only access Macclesfield library and only on a Tuesday afternoon, for example, can still exchange books without any problems.

4. Permit the borrowing and returning of books at any library (if not already so).

Example Rota:

Week One		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8.00 1.00	–	Macc	Poynton	Wilmslow	Macc	Poynton	Wilmslow
1.00 6.00	–	Wilmslow	Macc	Poynton	Wilmslow	Macc	Poynton

Week Two		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8.00 1.00	–	Poynton	Wilmslow	Macc	Poynton	Wilmslow	Macc
1.00 6.00	–	Macc	Poynton	Wilmslow	Macc	Poynton	Wilmslow

Week Three		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8.00 1.00	–	Wilmslow	Macc	Poynton	Wilmslow	Macc	Poynton
1.00 6.00	–	Poynton	Wilmslow	Macc	Poynton	Wilmslow	Macc

Wk Four/One		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8.00 1.00	–	Macc	Poynton	Wilmslow	Macc	Poynton	Wilmslow
1.00 6.00	–	Wilmslow	Macc	Poynton	Wilmslow	Macc	Poynton

Advantages:

Longer opening times, so more people have the opportunity to use libraries.

All libraries can remain open to serve their communities.

Staff can share roles between libraries, mitigating the threat of redundancy.

Disadvantages:

This would need careful advance planning, involving staff members.

It would be necessary to publish a timetable and distribute it widely.

Email response #10

Date email received: 12 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

I believe that you are currently seeking consultation from the public on cuts to the Library services.

We need the library. It is a vital resource for the community and any thoughts of reducing services by reducing the budget should be cancelled immediately.

The idea that there are insufficient funds in this country is a lie. That our government has misappropriated public money does not excuse cutting public services. We need the library. We do not need to pay for an ex prime minister's legal fees. We do not need to pay for fake PPE contracts, ferry companies that don't actually own boats or the countless other 'government contracts' handed out to our corrupt ruling elite.

Do not cut public services. Use public money to pay for them.

Email response #11

Date email received: 13 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

Please don't defund our libraries. They are source of cultural and social quality in our county and defunding them will reduce the quality of life of residents and affect people who might wish to move to the area.

There are plenty of very expensive houses and cars in the Macclesfield area. Surely the money can be found to keep the libraries funded?

Email response #12

Date email received: 13 June 2023

Summary of content:

Opposition to the proposals, particularly at Poynton.

Full email text:

The library is a mainstay for the Poynton area providing a vital service for young and old alike.

It is a community service that offers facilities not only to borrow books, but allows those less fortunate to use its computers, provides a printing facility and a vital source of information and a hub for all.

Reducing its hours may seem a 'cost saving' but for some it reduces access that connects people, clubs, providing material that may otherwise not be otherwise be available, a quiet area, access to internet and resources and make available information services making a difference for people.

It's a vital service so closing them reduces access to literacy especially children and being a mainstay for knowledge and education, storytelling, developing their literacy skills. It's vital to keep availability- in the same way as schools do.

Let's not deny our children a place to learn and develop early learning skills, for the old a sanctuary for reading material if they have no friends or are isolated for no fault of their own or for the casual reader who hasn't got access to internet or electronic devices - it's a community service and should be kept as such. Access is all important for the many, primarily books but also a place where information can be got, what's going on locally etc.

Email response #13

Date email received: 13 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

Having visited the library this morning, I discovered , to my dismay, that the opening hours are to be reduced , without consultation with the local people publicly.

This may be a cost cutting exercise, but the move would affect the young, elderly and disable people who need the services for their well being.

The library offers community service to people who need help and advice as well as the staff having a good knowledge of the area, to point people in the 'right direction'

The opening hours should be , at least everyday, to give those who have busy lives, whether caring, working, and basically 'juggling' with limited hours in the week.

This decision should need careful consideration, as in the long run, the effect will make a huge dent on the local community long term.

Email response #14

Date email received: 13 June 2023

Summary of content:

Support for the proposals.

Full email text:

I have no problem with the revised Library closing days.

I am sure every library has at least a day in any week it could nominate where it was "least busy".

The only condition that I would put on that agreement is that the revised opening times/days are extremely well publicised, in order to prevent unnecessary travel.

Email response #15

Date email received: 13 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

It is a shame that the libraries in this area are not fully supported by council. Especially as these libraries have become so much more than a book lending facility. Loyal staff are daily supporting members of the public with advice, information, support and encouragement, which saves the council so much, and enriches the communities that they serve.

Think again please

Email response #16

Date email received: 13 June 2023

Summary of content:

Opposition to the proposals, particularly at Macclesfield.

Full email text:

I am sorry to here of another down grade in council services. As council tax rises services are cut. Libraries offer amazing places to read and study. I often call at Macclesfield to read and spend time. Cutting services to 4 days effectively reduces a positive community. God knows Macclesfield is dead as a town centre. It is further ironic, that the council was promoting itself as a warm space for those unable to afford heating. I guess that was an in the moment issue. I know this will not have the slightest impact.

Email response #17

Date email received: 13 June 2023

Summary of content:

Opposition to the proposals, particularly at the larger libraries.

Full email text:

My feedback from the revised proposals:

I understand the need to save money against the Library budget however I think the changes to Libraries in the 2 major town in the council Macclesfield & Crewe are excessive especially when these will receive the largest reduction in hours.

Particularly Macclesfield which I feel gets less funding for services and investment (yet the old Borough contributes the most) - Footfall is key to town centres and closing Libraries will have a further detrimental affect.

A closure of 1 half day would be fare.

Perhaps on another half day have the reference section open and return book drop off service only if that would save staff with perhaps with a volunteer support service with one member of staff for one half day ?

Email response #18

Date email received: 13 June 2023

Summary of content:

Opposition to the proposals, particularly at Macclesfield.

Full email text:

Dear Council,

I read the proposed revised hours of Macclesfield Library to produce cost-savings over the next 4 years – with dismay.

Our town centre library is the jewel in the crown for me and my family and must not be tampered with either in hours, days or staffing.

The library and it's staff are outstanding as is the incredible facilities and literature and other selections.

If necessary why not utilise the spare space for the use of other council and even central government agencies, an income could be then generated from their rents and rates to offset.

I am definitely dead against any reduction of opening days and hours.

Email response #19

Date email received: 14 June 2023

Summary of content:

Opposition to the proposals. Suggests using volunteers in libraries.

Full email text:

I am horrified that the council is continuing to contemplate reducing the library opening hours. Not only that but also reducing the budget for new book purchases.

You already make use of volunteers on occasion, and surely this could be expanded?

I know from experience that Knutsford library arranges and hosts many events - with a literary focus and without - which are widely attended and much appreciated by the local community. Have you considered introducing a small charge for these events?

Come on Council, the library service is much too important to waste away!! No more reduced services.

Email response #20

Date email received: 14 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

Having submitted a completed survey in respect of the above, there are further comments I wish to make.

The libraries in Cheshire East are at the heart of our communities. They are the hub, a safe space and a warm space for everyone. They are a comfortable space for groups and activities for everybody. The staff in the libraries perform a vital service to all, giving help and advice with patience, a smile and a cheery word. The well-being of our communities is very important in these unpredictable times, people can't afford to buy books because of financial difficulties and therefore the libraries are central to our well-being. Many clubs and groups are held in our libraries bringing people together, helping with isolation and loneliness, in fact I believe more use could be made of using libraries to enhance peoples lives. People are being encouraged to read more these days and therefore I don't think the opening hours should be cut at all. If opening hours are cut it would diminish yet another great facility in our communities. Our libraries are for everyone.

Email response #21

Date email received: 15 June 2023

Summary of content:

Suggestion to train volunteers to run libraries instead of cutting hours.

Full email text:

I am a grateful member of Knutsford Library. Library card [redacted].

I would love early openings rather than anything else. I know there are so many people who use the library who are retired able and would love to volunteer. Can you not have an employee from your end and train up some volunteers on a timetable who I know would love to feel valued and would run the place like clockwork. You could train them on all the other aspects of the library like the photo stuff for docs etc. There are many very clever retired people who would love to give their time and would appreciate feeling valued.

Regards

Email response #22

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

WHY....? Should be open longer and later in evening fir senior citizens.

Email response #23

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals, particularly at Nantwich.

Full email text:

I have just completed the online survey about the proposals to reduce library opening hours. I am emailing to make some additional points:

1. It was very disappointing, and frustrating, that having completed the survey I was not able to keep a record of my response
2. I found the questions to be somewhat one sided in their wording and overall design
3. Over recent years we have seen a number of local services retrench to the local library in Nantwich: the CAB, various council functions in particular many which are probably relatively more important to people who have poor internet skills or access (elderly blue badge holders for example) and here in Nantwich the library's role as a hub for the local Foodbank.
4. Reduced opening hours will mean reduced access to these services even allowing for the proposal to target quieter periods in Option B. Who knows that the fewer visitors in these hours are not coming at one of the few times they can make it into town for various reasons, particularly given the large rural hinterland of Nantwich library.
5. Reduced opening hours for any essential service in a town or community also adds to the gradual leaching of community energy - reduced service hours in the library, closed shops, withdrawal of various services from the town can and do all lead to a sad cycle of decline in which there is less and less reason to visit the town, less money is spent here and so more businesses and services withdraw.
6. In my view the council should be doing everything it can to keep the libraries open. In my survey response I have suggested an extensive list of revenue generating ideas and one or two cost saving measures and I think it should be an absolute priority to explore these very fully before any decision to reduce service hours is taken or implemented.

Email response #24

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals, particularly at Nantwich. Suggests that Nantwich Town Council helps cover costs.

Full email text:

The survey was difficult to complete, esp the first page. The box was not big enough and didn't expand.

Without stats for library visits and books borrowed at each library it is difficult to suggest improvements.

Our library (nantwich) has a lot going on and closures are bound to impact something and upset somebody. I would rather things carried on as now, but with the addition of small charges for borrowing books and attending activities. Otherwise I would hope that our town council would help cover the 1.5 days lost, or maybe provide some of these activities in the civic hall.

Email response #25

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

I object strongly to further closing of the library. this will effect the. Service that is given very badly.

Email response #26

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals, particularly at Macclesfield and Bollington.

Full email text:

Good afternoon

Whenever I have been in my local Library (Bollington) or come over to Macclesfield Central, I have always found them to be a hive of activity. There have been people browsing and reading books, researchers looking through archives or better still young children learning first hand the value of public space where they can learn to value of reading/researching.

I understand the need for fiscal constraint, but the simple truth is, we need our libraries. I do understand that the systematic reduction in government funds over a long period of time to local authorities has mostly created this mess.

They are valuable for:

- 1) Learning
- 2) Inspiring
- 3) Community Communication
- 4) Warm spaces - especially at these times

Reducing the opening hours would be a huge disservice to our Macclesfield community - on many levels, and the council must find a way to maintain the service as it stands by:

- 1) Finding Government grants
- 2) Collaboration with other community organisations - shared spaces
- 3) Creating a community lottery

I am therefore opposed to any reduction in service, but also the way in which it will likely affect the staff who work there - reducing their income.

Email response #27

Date email received: 15 June 2023

Summary of content:

Support for the reduction in opening hours, opposition to the cut to the book fund.

Full email text:

Hi research and consultation team,

I'm emailing because the feedback form only seems to cover collecting ideas for income generation. My observation is that the reduction in funding for the libraries is described as reduced opening hours and also reduced funding for purchase of books, but the actual amount applied to each of these is not detailed, nor is the amended strategy around the purchase of new books. I see no issue with reduced opening hours, but I am concerned about the reduced budget for book purchases. If the quality of the service is reduced then the use of the service will decline and it is a slippery slope to closure. Libraries as we all know are an essential resource for a number of reasons and primarily for educational purposes. To adequately review the proposal this detail should be made available to the public.

Email response #28

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals, particularly at Wilmslow.

Full email text:

Wilmslow library is an essential service for the area. To close it for one and a half days a week is shocking for the social, educational and cultural life of the town.

It must not be thought that Wilmslow folk are all rich – the town is home to all sorts of people who cannot all go to other towns easily for services especially as the bus service has been cut to the bone.

Many older people go into the library not just for the library services but for human contact and a social aspect to their lives.

For children and young families the library is a lifeline. The story times on Mondays and Thursdays are very well attended with lots of children from toddlers to pre schoolers getting essential contact with other children and the parents and grandparents having social interaction with their peers. The leaders of these sessions are fantastic and really get those present to engage and enjoy the sessions.

The children get used to the library from an early age, get an understanding of “how books work” and how amazing reading is. They learn to appreciate the library and will make good use of it in the future.

It will be sad to see cuts in the service.

I trust whatever money is saved is put to good use and not wasted on mere frippery.

Email response #29

Date email received: 15 June 2023

Summary of content:

Suggestion to reduce council employee pay instead.

Full email text:

Stop paying some staff over £100,000.

Email response #30

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

I very strongly want Library hours to remain unchanged. This quite the wrong place to make a cut. Thanks.

Email response #31

Date email received: 15 June 2023

Summary of content:

Support for the proposals.

Full email text:

I prioritise library as a public service. I am one of those who visits and has a M-F job.

I support closing for a day and half during the week in order to preserve libraries and to ensure access on evenings and Saturdays – that's obviously when the majority can access them.

Thanks for the continued work.

Email response #32

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals, particularly at Poynton. Opposition to Poynton Library closing on a Thursday – Monday would be preferred day for closure. Suggests opening libraries later in the day.

Full email text:

I am very disappointed to find that Poynton Library will now be closed for 1 and ½ days/week.

I have spoken to the library staff and they are very concerned that their views were not listened to.

For example it is proposed that the library should be closed all day on Thursday. It was stated by the staff that this is their busiest day. We have up to 90 toddlers attending on a Thursday morning. Parents and carers have organised nursery/play group attendance around this Thursday session. Instead it would be much more preferable for the library to close on a Monday when the shops are closed in Poynton.

In terms of a ½ day closing, why not just open one hour later? This would mean that the library is far more accessible.

Email response #33

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals. Questions whether the reduced timetable is aligned with local bus timetables.

Full email text:

Please keep the Library open as usual as its a vital service for so many residents.

Particularly for distribution of foodbank parcels for Nantwich foodbank.

It's a well used service for residents of all ages and a safe space to meet people reducing isolation and loneliness and improving mental health.

What would the cost to other services be, in particular the overstretched NHS service and services who look after the elderly and disabled if the library was withdrawn.

Consultation is an opportunity to consider and reflect on everyone's views and ensure the decisions are based on the majority, rather than a short term reaction that appears to deliver on savings just to adhere to a strategic policy.

Where is the evidence that the savings will be cost effective for all those users in the long term if the hours are reduced?

Conversely has anyone completed a business Consultation with the other government services that will likely be bearing the cost if the library has its hours reduced?

Does the reduction in hours fit in with the bus timetable or other local transport services?

Please consider all the options and provide transparency on any decision that is made.

Email response #34

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals, particularly at Knutsford.

Full email text:

Dear Sir/Madam

I frequently utilise Knutsford library and benefit from the books available and scheduled discussion groups held on the premises. The library service is a high value resource, which you undervalue at Knutsford's peril, particularly considering its rapidly growing population.

My views on your plans

Any reduction in services damages the learning facility available to all age groups, particularly the young. Your library staff are helpful, knowledgeable and provide a huge support in directing the public to their specific areas of interest and relevant resources.

I would suggest there are other areas of significant waste within council services which could be targeted with a view to addressing the shortfall in council finances. I would propose you review the roles, salaries and benefits of senior management and bring in measurements as to each individual's effectiveness with a view to reducing their hours, or ultimately making their role redundant, if appropriate. The current management appears complacent, detached and asleep on the job.

As a financial management consultant I would be happy to assist you in assessing the cost effectiveness of the current management, with a view to establishing where savings can be made. It strikes me you are targeting libraries as an easy option, just because it's easy. Shame on you!

Your proposals are nothing short of scandalous.

Email response #36

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals, especially as it could set a precedent for future library closures.

Full email text:

This will set a very dangerous precedent which could result in closing some libraries in the future. We have had an excellent system which should not be interfered with. It is the sign of a civilised and cultured town to have a thriving and active library.

Email response #37

Date email received: 16 June 2023

Summary of content:

Opposition to the proposals, particularly at Macclesfield.

Full email text:

Dear Research and Consultation Team,

I am writing this email to express my opinion on the proposal of closing Macclesfield library for 1.5 days/week.

I understand that the council (as everyone else) is facing hard times in finances, and some measures need to be taken to save money.

Saving money in education and culture is not the way forward in my opinion.

I am a frequent user of Macclesfield library, and so is my child.

I would like to request the Council, to please, reconsider this proposal, or, at least, consider the option of closing for 1.5 days during term time, but remain open 6 days a week during half terms and summer holidays.

Email response #38

Date email received: 16 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

Good morning... Im sorry to hear the financial issues concerning the library.. As a regular to our wonderful library I can't praise your facilities more. The children's story telling... Singing and general communication is a pleasure to listen to whilst I am choosing my books..the enthusiasm of the children really is a pleasure.. I do hope you can resolve the issues.. Even shorter opening is a option.. Hope we never lose it...

Email response #39

Date email received: 15 June 2023

Summary of content:

Support for the proposals, but hopes there are no further cuts to the service.

Full email text:

Unfortunately I have no suggestions as to how The Library can cope with the advance of technology. What you plan will I'm sure provide a reduced but efficient service. As a customer of many years I now have access to online services and whereas I enjoyed my visits to Macclesfield Library I now enjoy BorrowBox and your email updates.

Every business is having to adjust to modern technology. It is not as enjoyable as before but what else can you do but go with the flow?

Thank you for all the wonderful services the staff and librarians provided..., it is now part of history....what else can you do but move on.

Wishing you all success in creating a modern service. I do hope the library service does not disappear completely that really would be so sad.

Thanks to you all.

Email response #40

Date email received: 16 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

Hello,

I understand that councils are under immense pressure to save money. However, I would like to offer my opinion in favour of keeping the libraries open and accessible to all without further closures. Libraries are a fundamental requirement to a properly functioning society: they provide essential information to all, aid the elderly who can't access online services, and offer a much needed and invaluable book lending service. Their diminished services would be difficult, but closure would be intolerable.

Thank you.

Email response #41

Date email received: 16 June 2023

Summary of content:

Suggests opening libraries without staff, or with the use of volunteers. Suggests a Monday closure would be better at Crewe.

Full email text:

Hi, fully understand the conclusions drawn from the process considering cutbacks.

I visited a library in the midlands, admittedly a city, where the library was open without staff for periods of the evening. This might be worth thinking about in terms of how best to do safely and securely. Perhaps volunteer use might be considered.

Also, if a full day is to be lost at Crewe, I think it best to close on Mondays and return to an early closure on Wednesday.

Email response #42

Date email received: 15 June 2023

Summary of content:

Opposition to the proposals, particularly at Crewe.

Full email text:

Don't reduce the hours of crewe library or indeed any libraries. You should have left crewe library where it was it was excellent.

Email response #43

Date email received: 16 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

Hello

I was just in the library when I heard the news!

You're going to restrict the hours?

No, don't do it!

What will all the poor people do in the winter?

It's sunny now. But you forget.

It will get cold!

No, keep it open!

Lots of love.

Email response #44

Date email received: 17 June 2023

Summary of content:

Opposition to the proposals, particularly at Congleton.

Full email text:

Dear Sir/Madam

I was disappointed to read there is a plan to reduce library provision in Congleton. Libraries are an essential part of town infrastructure, proving opportunities for social engagement, as well as learning. They disproportionately support lower income families favourably and, in a time of cost of living and greater social economic divisions, this service should not be reduced further, adding to disadvantages.

Like your initial consultation, I would prefer to see greater evening and weekend provision and would access the library more if this was available.

I am unsure of the additional provision the library offers so apologies if these suggestions are already in place. However, I feel more could be done in the following areas

- better advertising of library services to attract customers
- use of the centre as a community hub - linking with local business for coffee mornings, baby support mornings, book clubs, special interest clubs
- writer events with public speakers/novelists/community figures (paid events)
- school integration with dedicated school sessions where children register to increase engagement (primary and secondary)
- specialist tutoring and education opportunities, young people and adults
- primary prevention services such as cardiovascular support or blood pressure monitoring
- better kindle integration to expand the ability to rent books via e platforms

I appreciate some of these are non income generating but I believe that, if communities see the library as a community hub, it will generate interest, footfall and consequently income.

Email response #45

Date email received: 17 June 2023

Summary of content:

Opposition to proposals. Suggest using volunteers to keep libraries open, possibly through lottery funding.

Full email text:

Dear Sir/Madam,

Could volunteers be used to maintain or extend opening hours ? Libraries often have a core of dedicated and loyal users. If they were prepared to volunteer for 4 hours at a time with support, this might be a good way to avoid closing libraries.

It might even allow for more flexible hours eg. evening opening, which would allow a more diverse user group. Existing full time staff might be able to work more flexibly with training and organising volunteers.

Lottery funding might pump-prime such a community involvement project.

Why not put up the attached flyer up to get a feel for likely response ?

You might get dedicated volunteers by offering library premises as venues for local Meetup groups.

Email response #46

Date email received: 17 June 2023

Summary of content:

Opposition to the proposals, particularly at Macclesfield. Do not close Macclesfield Library on a Friday.

Full email text:

To Whom it may concern.

I am against any reduction in library services at all. Founders of the national library service would be turning in their graves at the thought of the great disadvantage this, yet again, gives the poorer and older members of our society. Libraries and librarians help instil a love of reading in generations of children. Visit Macclesfield library most days of the week and you will see whole classes of school children, toddlers and babies singing songs, older people using the IT equipment and you seem keen to risk losing all this.

I well appreciate that council funding has been cut to the bone by our nasty vindictive government and that therefore the need to save money is not entirely the councils fault. However, I feel you have no leg to stand on when savings could be made in other places. The recent £50,000 waste of money is a matter in point, I'm sure somewhere cheaper without all the extra expense could have been used. Things like that are bound to get peoples backs up. I also note the huge salaries many council workers, even on relatively lowly grades, earn each year, no doubt many of them with bonuses and expenses adding to their stash.

I'm all for people being well paid but as an ex nurse and ex teaching assistant I had a lower annual wage than most council workers and never any bonus or even perks, not even a cup of coffee!

If there have to be reductions in opening times it is probably the lesser of many other evils and therefore I'm in support of this but it goes very much against my gut feelings. I do not agree for Macclesfield to be closed all day Friday, it seems a very odd decision. Why not Wednesday which always used to be half day closing? More people are around on a Friday. It seems to me someone sat down with a list of libraries and said oh well, the first on the list can close all day Monday etc etc. Not a sensible way to make policy.

Anyway, I hope someone bothers to read this entry of my thoughts on Macclesfield Library.

I have already sent info to you re this but having visited Macclesfield Library yesterday I think it is madness to think of closing it on a Friday. It is market day and the town is busier than most other days. Someone in an office with a list of libraries has obviously not taken this into consideration. Lots of people and young children in there, loads of services. I vehemently oppose the closure on any day. Central government cuts since 2010 have decimated council money but libraries are essential hubs of all sorts of services. Education, support, warm spaces, information, groups, clubs, IT support, exhibitions, archives. Where else could you get such value for money.

Please rethink and encourage more people to use the library.

Email response #47

Date email received: 19 June 2023

Summary of content:

Opposition to the proposals, particularly at Crewe. Suggest alternative reduced opening hours.

Full email text:

Dear Sir,

Please find below a copy of the email I sent to my local councillor regarding the proposed cuts to Library Services in Cheshire East. My suggestions were made with specific reference to Crewe library, but I am sure they could probably apply to others in Cheshire East.

I would like to reiterate my strongly held view that the library budget has already been pared to the bone, and that it appears to be seen as a 'soft target', with any further budget cuts negatively impacting those who need the facilities most, particularly those on a severely restricted budget. Also, I feel that any further reduction of the budget for books and newspapers would be severely detrimental to the quality of library stock. However, I know that the council has to balance its budget and appreciate that the previous proposals have now been amended slightly due to public feedback: with those amendments in mind, I would like to alter my suggestion regarding opening hours. Whilst I still feel any fewer hours would be regrettable, perhaps the following could be considered:

1. Opening hours to be 10:00 to 18:00 every day except Wednesday.
2. Wednesday opening hours to be 10:00 to 13:00.

These amended hours would save 11 hours per week, but would still maximise availability of library services to the general public.

As indicated in my original email (following), it is my sincere hope that the council will reconsider its proposals.

Email response #48

Date email received: 19 June 2023

Summary of content:

Opposition to proposals. Suggest opening coffee shops in libraries to raise revenue.

Full email text:

As it is so well used I don't think it should be closed at all Mon to Saturday. Why don't you open a coffee shop in there to raise revenue?

Email response #49

Date email received: 19 June 2023

Summary of content:

Support for the continuation of current hours at Disley.

Full email text:

Feel we are fortunate in Disley that our library opening hours will remain unchanged in these very challenging times. hopefully will remain so long term.

Email response #50

Date email received: 20 June 2023

Summary of content:

Opposition to the reduced hours at Alsager Library, as a someone who puts on classes there.

Full email text:

To whom it may concern :-

Following the information received by Alsager Library, I am hereby writing to yourselves via email, as instructed.

I have been renting the room at Alsager Library for around [redacted] now and someone else rented for years before I took over this class.

I am a and hold a class every week, for retired people, on a [redacted]. I feel it extremely important to continue to look after ourselves physically and mentally, especially in advancing years. We have a solid group that attend regularly and to close the Alsager Library on a [redacted] would be detrimental to their wellbeing!

I am asking therefore, to please consider either another day on which to close. Or to allow access to this room on [redacted] if the Library had to be closed.

It is not possible to change to another day or time and it would be so sad if we were made to stop our classes.

On the flip side of this, your loss in income from rent from myself and others who use the room on a [redacted], would surely not warrant closing ?!

Trusting this observation and request will be considered.

Holding out for a positive result, I would struggle letting my lovely people down.

Please keep [redacted] open !!

Email response #51

Date email received: 20 June 2023

Summary of content:

Consider full time workers within any proposals.

Full email text:

Dear Sirs

Whilst I understand that you have to save money - the library is a popular hub for the local community and is more than just borrowing books for many people.

When you are considering opening hours of local libraries can you please bear in mind keeping access of the facility for those people that work full time - a change to the opening hours to open later/close later would mean that more people could access the library after work.

Email response #52

Date email received: 20 June 2023

Summary of content:

Suggests half day opening on Wednesdays, and opening later in the mornings.

Full email text:

I suggest that we revert to the original half day opening on Wednesday and also delay opening by 2 1/2 hours on two other days that will be fair.

Email response #53

Date email received: 20 June 2023

Summary of content:

Opposition to the proposals, particularly at Sandbach.

Full email text:

Dear Sir/Madam,

My name is [redacted] and I was informed of the sad news that the library in Sandbach where I reside, will be closing 1.5 days per week due to Government funding cuts.

As a, I have found the library to be a great resource for my little girl as we have been attending the free baby classes on [redacted].

I cannot find the link to complete an online survey about this so I am emailing instead.

If you would like to send me a link to complete the survey then I would happily do this online.

I would like the library to stay open on a [redacted] as these days have been beneficial for me and my daughter in helping her development and for my social wellbeing.

I regularly spread the word at other baby groups I attend in the area, of how much we enjoy the classes at Sandbach Library and the lady that runs the group is great and very patient!

Email response #54

Date email received: 21 June 2023

Summary of content:

Support for the proposals.

Full email text:

Dear To whom it may concern,

Proposals agreed.

Email response #55

Date email received: 20 June 2023

Summary of content:

On behalf of Combined Charities Christmas Shops – Proposals will have a negative impact on the charities ability to raise funds

Full email text:

On behalf of Combined Charities Christmas Shops

We have held our Wilmslow, Macclesfield, and Knutsford Shops in these Libraries for 41 years in Wilmslow, 30 years in Macclesfield and 1 year in Knutsford, (though for 30 years elsewhere in Knutsford).

The proposed cuts will have a huge impact on the Charities involved. The Christmas shops are often the largest money raiser of the year to the local committees.

Our 6 weeks in Wilmslow, 36 days, gets reduced to 4weeks. In Macclesfield, 5 weeks becomes about 3 weeks. A similar loss in Knutsford.

Our costs are considerable. Rent to you, currently *[redacted]* in Wilmslow, *[redacted]* in Macclesfield, *[redacted]* in Knutsford. Insurance, Publicity, hire of Card machines, equipment, etc.

We don't charge Charities to participate. We return 100% of their sales to them.

So we have to earn every penny ourselves while the shops are open by selling gifts.

With so few days to do that, it would be desperately difficult.

Cutting late nights, and in line with Government advice, reducing heating would help with local government costs.

We think it important to stress the value of Libraries to the Community at all levels.

This year, our 52nd, we will be celebrating £6m raised for all our Charities.

Over the years we have hosted over 120.

Email response #56

Date email received: 21 June 2023

Summary of content:

Rainow Parish Council opposition to proposals.

Full email text:

I have filled in the application on behalf of the Parish Council however, the questions are probably more relevant to individuals.

On their behalf I wanted to reiterate the following:

My Members have real concerns regarding any change in the library service and feel it is an important resource for children, a place for people to meet, keep warm, make use of broadband and have access to photocopying, mapping and toilets.

Regards.

Email response #58

Date email received: 21 June 2023

Summary of content:

Opposition to proposals, particularly at Knutsford.

Full email text:

Dear Sir /Madam

I am disturbed to read of the proposed cutbacks at libraries particularly at Knutsford which I use regularly.

Libraries are an essential aspect of our society and we should be encouraging young people to use them and extend their education and development

There should be a complete review of where other areas of the Council can save money. From experience I feel management is over bloated and significant cutbacks could be made in reducing headcount particularly in planning and traffic/ highways departments.

Email response #59

Date email received: 21 June 2023

Summary of content:

Opposition to proposals. Opposition to closures on Wednesdays and Thursdays.

Full email text:

If it has to shut at all it shouldn't be shut on Wednesday or Thursday as this is Story and Rhyme time . It's usually full and well used and is invaluable I feel . It's such a shame that this is a discussion that has to be had at all as I see all the time just how well used it is , it's a wonderful space! . I wonder if you realise how many people come on the above days unfortunately they all don't take books out (myself included) so you're computers don't tell the full story and can't correlate just how many people are there. It is such a social hub and the staff are so lovely I really hope that it doesn't have to shut for any days but i do understand that this may be wishful thinking. Fingers crossed tho that it's not as I say on those days . Thank you x

Email response #60

Date email received: 22 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

Hello

We hope that this finds you well.

We are objecting to the change in service at our local libraries. We spend hours in there with our children and great nieces/nephews who have also enjoyed the annual read 6 books challenge and presentation. It put a smile on their faces regularly throughout the summer holidays.

My parents use the local libraries not only to collect books but as a place to enjoy visiting, have a brief chat with librarians and spend an hour or two browsing.

We have now reached a time where we too can use the libraries more frequently and love investigating our family tree, for which members of the local teams have been invaluable.

We disagree entirely with the proposals to reduce hours, which will also have a negative impact on retail due to reduction in footfall in town centres on those closure days in local towns.

It's a no from us.

Email response #61

Date email received: 22 June 2023

Summary of content:

Opposition to the proposals, particularly at Poynton.

Full email text:

I wish to record my strong objection to the proposed closure of Poynton Library on Thursdays and half day Fridays. The Library is an important and valuable resource and should remain open throughout the week

Email response #62

Date email received: 22 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

Hello,

I personally feel every child and adult should have more access to libraries being open. I am a single parent and can often not afford books for my daughter.

Email response #63

Date email received: 22 June 2023

Summary of content:

Suggests extending the lending period for books as a result of proposals.

Full email text:

Dear Cheshire East,

If the new opening time are to go ahead, could you consider reinstating the extending lending period, before which the customer needs to visit the library to extend the renewal.

This has recently been shortened after being extended for Covid.

This would help people working full time who can not get to the library before 5.00pm.

Additionally I can't find on the Library or the Cheshire East website what the proposed changes are. I only know about them from visiting the library,

Email response #64

Date email received: 22 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

I find this a very valuable service. I would be lost without it.

Email response #65

Date email received: 22 June 2023

Summary of content:

Opposition to the proposals, particularly at Alsager. Suggests volunteers are used to keep libraries open. Suggests auctions to raise money. Suggests a small fee to use libraries.

Full email text:

Hi,

As a regular user of the library for the last *[redacted]* years I find this very disappointing news. Especially when warm places have become necessary and will continue to be needed for some time. Alsager has recently revamped the children's area and I feel this is so useful a resource to encourage reading at an early age and is why Britain is I believe has the highest scores for reading in Europe recently.

Alsager library is a delight with professional, friendly, helpful staff and it's a shame they are to loose salaries for days not worked.

I would like the local people to attempt to look after the library, on a volunteer basis for a day in the week to continue the service, if this would be acceptable.

Books, magazines etc which are no longer essential or now downloaded to be sold.

Auction for local people to donate for a sale for proceeds to go towards the library.

Their are lots of groups who use the library, maybe a small rise in price to use the library might help.

Alsager library is an important central hub and being open gives the town centre an attractive atmosphere especially since the closure of Bank corner and the boarding up of the premises. I really hope that ways can be made to keep the building open for all to use.

Email response #66

Date email received: 23 June 2023

Summary of content:

Opposition to the Friday closure at Holmes Chapel Library – close another day instead.

Full email text:

I'm writing with regards to the proposed changes to the library opening hours at Holmes Chapel. It is very common for mums to work 4 day weeks and take Fridays off with their little ones. We often use the library on a Friday for my little boy to choose new books and I know other mums in the area do the same.

If you do need to cut the hours I'd strongly suggest you don't make Friday one of the days you close so that the library can remain accessible and a place for parents to take their children on a day that they commonly have off together.

Saturday mornings are helpful too - however, that's also when a lot of kids activities such as swimming and football are on so having the library open a Friday is really valuable.

Email response #67

Date email received: 24 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

It seems to me that whenever councils are short of money, it's libraries that come up in their sights. Do they recognize the wonderful work done by libraries? – so much more than lending books, valuable service though that is. Do they visit libraries like Macclesfield, where they can see children's sessions, people using the computers, writers meetings, and above all youngsters getting interested in reading instead of viewing social media all day long?

Compare this wonderful service with the millions wasted on traffic lights at Broken Cross, a disastrous and ill-designed project that disabled traffic for six months and has ended up much worse than the original roundabout in terms of traffic queues and hazards.

My message is: get the priorities right.

Email response #68

Date email received: 24 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

I want to put on record my strong opposition to the decision to cut library opening hours by one and a half days. Libraries are an essential service. They provide warmth in the winter, cool in the summer. They are a social service for the lonely and depressed, for parents with young children, for the elderly.

Library staff help people to cope with online issues and mental health issues by being there, a reliable, friendly, non-judgmental face. Alongside all of this, they encourage literacy in children and young people. Cutting library hours will inevitably mean more social problems.

Is cutting library hours really the best the Council could do? It's a short sighted approach. I would pay more council tax to keep the status quo and I am not affluent.

Email response #69

Date email received: 24 June 2023

Summary of content:

Library employee. Opposition to the proposals, particularly at Macclesfield.

Full email text:

Hello,

I have filled in the library survey online but I'm not sure if all my comments fitted in the box as when I viewed the form afterwards it seems to have cut off the end. I have included them again below here for consideration.

Many thanks,

I work at Macclesfield Library and have been shocked by the proposed cuts to library opening hours. In a time when libraries are needed by so many people for a variety of different reasons, the plan to cut the opening hours of one of the busiest libraries in the county by almost a third is very worrying.

My first concerns are with the misleading wording used in this survey. On the opening page it says that 'after the budget consultation, it reversed its proposal to close all libraries in Cheshire East in the evenings, as this is the only time of the week some customers are able to visit'. Well, the proposed hours actually mean we ARE closing two of our late nights at Macclesfield. Many customers we have spoken to have not realised this as they have read the initial statement and assumed all our late nights are protected. It is only when the link of the full opening hours is clicked on and opened separately that you can see this and not everyone has noticed that.

My second concern is that it says the proposed closures are "data driven". While this may be the case on an individual library by library basis with which days are deemed quieter – why is the data not being looked at and considered for the whole of Cheshire East Libraries?! For example, in 2022/23 Macclesfield Library had 151,905 visits and 257,818 book issues and Crewe Library had 152,637 visits and 179,709 book issues. These two libraries are the busiest yet are facing the largest percentage of cuts to hours. If you compare this to some of the smaller libraries – for example Handforth Library had 28,742 visits and 44,620 book issues but their reduction in opening hours is a third of Macclesfield's. Another example is Alderley Edge Library which had 8249 visits and 6311 book issues and they are facing no reduction in hours at all. I appreciate that bigger savings can be made by closing the biggest libraries because of staffing but this all goes against the data that is available. There will be a far higher percentage of Cheshire East residents that will be impacted if these proposed changes go ahead.

Cheshire East Libraries have always been a library authority to admire. In a survey by the Chartered Institute of Public Finance and Accountancy (CIPFA) in 2019, Cheshire East was the top unitary authority for the number of library books loaned per 1,000 population, number one in the North West and fifth in the whole of the UK. In the same survey, Macclesfield was recognised as the busiest library in the borough. We should be celebrated rather than reduced down.

Of course, I am looking at this from the perspective of a member of staff and have concerns about my job going forward. However, I am also extremely saddened for Libraries in general and all they mean to everyone. You only have to look on the gov.uk website to find what they say about public libraries, I have included a quote below:

'Libraries change lives for the better. They not only provide access to books and other literature but also help people to help themselves and improve their opportunities, bring people together, and provide practical support and guidance. As a locally accountable service, they are well-placed to respond to local needs and issues.'

It does not feel very forward thinking to close such an essential service by this much. What other public building can anybody access for free and find shelter, warmth, the means to educate themselves, free computer access, a face to face service for Cheshire East, social interaction, a safe space, a place for new parents to come and at the moment, the only public toilet in town!

The Reading Agency did a survey of libraries and have some interesting findings <https://readingagency.org.uk/about/impact/001-library-facts/>

The stand out fact was that '72% of people in England think that libraries are an essential or very important service to the community, with a further 22% regarding them as fairly important.' This is why you are getting so many responses from the public to this survey, the number of responses and amount of support should be taken into account as part of it – it is demonstrating how many people in the county are concerned about what is proposed for libraries.

Also in the report it says that 'being a regular library user is associated with a 1.4% increase in the likelihood of reporting good general health, valued at a medical cost saving associated with library engagement at £1.32 per person per year. The aggregate NHS cost savings across the library-using English population is £27.5 million per year.' While we do not make a massive amount of income as a service, the amount of money we are saving other national services and council departments should definitely be taken into account.

I understand that the council have cuts to make and libraries are just one part of that. If there does have to be a reduction in hours, then it would be a lot fairer to make it proportionate across all libraries and to take the data in to account when looking at them as a whole. If Macclesfield library does still end up having to close 16 hours a week then I really think it needs to be looked at so we can have the library open for some part of every day Monday to Saturday. Whether this means closing three afternoons instead, opening an hour later every morning or closing earlier. I think in a town the size of Macclesfield with the population it has, then having the library closed for one whole day a week would cause a lot of problems.

Thank you for reading my comments, I really hope our views are listened to and adjustments made to these proposals.

Email response #70

Date email received: 25 June 2023

Summary of content:

Opposition to the proposals. Suggests handing libraries over to local organisations to run, running libraries on a smaller skeleton staff, opening libraries without staff, renting out space, getting sponsorship from local businesses, dispensing services on sites, and ultimately changing the model of what libraries become in future.

Full email text:

Libraries not only provide a recreational reading source but are pointed at by Council as information points and internet access points for those without home computers or smartphones. They fulfil statutory consultation functions too (local town plans etc.). The council should establish how many should be using this service and how many could access it on the proposed opening days.

They often provide locations for gatherings of local groups on various days. One alternate to consider is handing the library service over to local organisations or a focused group to run the library supervised by a current skeleton staff on 2-3 days per week – actually increasing opening days and access and achieving staff savings.

The library format for operation within the building could also be revisited to be more self-managing and siloed in function enabling functional elements to be closed rather than whole buildings. It could offer revenue space too that offers rental or revenue sharing opportunity. Having appropriate areas/days and times where talking is encouraged and allowed offers more usage opportunities.

If this was done local organisations could have a base and resource and generate additional footfall and some functions of the library operation could remain.

It may be in some locations larger business organisations with community outreach programmes as part of their own HR process would be willing to sponsor and/or assist in operating the buildings as part of staff development and retention. Perhaps with a community interaction point to them. e.g. pharmaceutical company promoting a well being clinic and information? Even team building activities with their suppliers or customers?

Increasingly the library service will be a neutral informational and educational space (in an accessible location) essential for communicating and a space for interacting with residents on the coming challenges of climate change and the local reorganisation of our lives that this will involve in the coming decades.

The council really need to look at libraries not as just a book lending service and change the model of what a library is going to become in its design and function.

We do not want to start down what is a path to further library closures.

Dispensing of a wide range of products (greeting cards stationary etc..) or services could also be considered .

I suggest you search you tube for ' Narcan vending machine ' and imagine other applications and revenue from other organisations and individuals.in libraries in a self manged and contained format

Email response #71

Date email received: 25 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

We would like to oppose the proposed library changes for the following reasons.

Libraries are a community hub/help for local residents and more should be encouraged and perhaps generate income.

Encourages social contact for a variety of people, especially older people.

Vital library staff will lose income which does not seem fair.

Purchasing new books will be reduced which may affect visitor numbers.

People on low incomes/ pensioners especially those with children it is vital for helping literacy and social activities which is another reason why if hours are to be cut perhaps it would be better to open later and stay open longer in the afternoon/evening to allow working people and school children the opportunity to visit a library.

We know councils are under financial stress but we are paying over £2600 and seem to be paying more for less.

Email response #72

Date email received: 26 June 2023

Summary of content:

Opposition to the proposals, particularly at Poynton.

Full email text:

On behalf of myself and my residents at [redacted], Poynton, please know that we are very much saddened to hear our library may close on Thursday and Friday for half a day.

Email response #73

Date email received: 26 June 2023

Summary of content:

Opposition to the proposals. Response on behalf of Cranage Parish Council.

Full email text:

Dear Consultation Team,

Cranage Parish Council, Dane Valley ward

At the recent meeting of the Parish Council in Cranage, on 20 June 2023, the Council RESOLVED to submit the following comment in response to this consultation on library services, with particular reference to the Holmes Chapel library.

Cranage Parish Council oppose any reduction in opening hours as the Holmes Chapel library is one of few community buildings in the centre of Holmes Chapel, with a wide catchment of outlying rural parishes. It is a busy library which serves these residents well, including additional services to those of a traditional library. It also contains the only public toilets in Holmes Chapel. Cranage Parish Council strongly feel that the opening hours should remain as they are.

Email response #74

Date email received: 27 June 2023

Summary of content:

Sandbach and Holmes Chapel should remain open on Mondays and Thursdays.

Full email text:

Both Holmes Chapel & Sandbach libraries should remain open on Mondays and Thursdays to coincide with the days the 319 D&G bus operates between Goostrey and Sandbach.

Email response #75

Date email received: 28 June 2023

Summary of content:

Opposition to the proposals, particularly at Nantwich. Suggests reducing Councillors wages or having fund raising events.

Full email text:

To whom it concerns.

I am appealing against the proposed closures of the library at Nantwich. I find it ludicrous and a insult that the council is crying poverty yet again. The library is a lifeline and a social hub for many of all different backgrounds. This includes many who need it to study and as a place to go for help.

The staff are amazing and to close a public library due to budget is a absolute cheek considering the amount of budget that is wasted. I also would like to point out that if the council is that short of money then how comes the councillors wages have not decreased? Also how about doing a fundraiser so it can remain open?

This is another bad decision made and I can only surmise that whoever made this decision is not for the people of Nantwich because if it was me in the council I would be proposing we all donate a percentage of earnings to keep it open.

Thank you for your time.

Email response #76

Date email received: 29 June 2023

Summary of content:

Support for late night opening.

Full email text:

Late opening hours are essential for people in gainful employment.

Email response #77

Date email received: 29 June 2023

Summary of content:

Opposition to Macclesfield Library closing on a Friday, would prefer it to close on a Monday, Wednesday or Saturday.

Full email text:

Dear Sirs

I am not happy to have the Library closed on a Friday as this is the day my sister brings me into town to do my shopping and when we both visit the Library to choose and return books. We also use the Library on that date to do things like Blue Badge, Bus Pass etc.

If you have to close for a day and a half why not Wednesday (full day), as there are still plenty of shops closed on a Wednesday in Macclesfield. And close early on a Saturday or a Monday.

I always feel that Cheshire East Council favours people with children or retired of which we are neither and always seem to be penalised for it.

Look forward to your feedback.

Email response #78

Date email received: 29 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

I use the library most days because I get lonely, closing any amount would make such an impact on my life.

Email response #79

Date email received: 30 June 2023

Summary of content:

Suggests:

1. Reducing the size and facilities of libraries, rather than opening times.
2. Opening libraries later and closing them sooner to save hours
3. Using library space for other services like Wilmslow Town Council or CAB

Full email text:

I submitted a response over the internet to this consultation. I also wanted to add a few further comments and felt an email would be ok for these further focused points



1. I think this is the case from reading your revised proposals, but wanted to reiterate that I and many, feel all libraries should be open the same hours to enable the service to be accessible to all demographics. If costs are an issue, then it would seem that the size and facilities of a library should be flexed, rather than opening hours. So all communities have equal access and treatment as regards total opening hours.

2. It might be worth taking some of the savings by opening the libraries later in the day. I understand that in the earlier hours user footfall is generally lower than as the day progresses. This might also help employees avoid rush hour traffic.

3. I did mention about using any free space for other council services in my web based response to help defray costs. For Wilmslow I understand there is consideration of the local Wilmslow Council making use of library space. One additional thought was the possibility of Citizens Advice Bureau possibly being a good candidate. There may be other organisations too 😊.

Good luck in your deliberations. I have appreciated this consultation opportunity.

Email response #80

Date email received: 30 June 2023

Summary of content:

Opposition to the proposals.

Full email text:

The library is needed. It should not be downsized and less days, it is vital to those of us who are not able to work. It is also required for those of us who have had brain injury to help with memory and rereading again and learning how to get back reading skills even if we use children's books. Find the money else where. Also the brain needs it as you get older. Reading is vital.

GITA I have a brain injury this is my support.

Email response #81

Date email received: 1 July 2023

Summary of content:

Opposition to the proposals, particularly at Poynton.

Full email text:

I am writing regarding the Poynton library proposal to close for an additional 1.5 days each week. I understand fully the need to reduce costs in the Cheshire East budget but it always seems that savings are made in areas which will impact directly on the Council Tax payers.

The danger, as I see it from long experience, is that the 1.5 days reduction will be a toe in the door and before long will be the excuse to close Poynton library as it is no longer viable.

The library, even in these days of electronic books, provides a valuable service for several areas of the community. To lose access to books would be a retrograde step.

It is interesting that in Poynton a scheme to destroy many healthy trees around Poynton Pool for a one in 10,000 chance event, may go ahead against the wishes of the village. That is an area where the local authority could save money.

Email response #82

Date email received: 1 July 2023

Summary of content:

Opposition to the proposals.

Full email text:

I just wanted to give feedback about the changes to library services proposed. As a busy mum of 2 and GP I just need to know that I am 100% against any scaling back of library services or hours. The library is a vital source of community, information and equality. I could not feel stronger that resources to all libraries should be increased not decreased and I totally reject the changes brought about by the lack of support from this truly, truly terrible government.

Email response #83

Date email received: 2 July 2023

Summary of content:

Opposition to the proposals, suggests having later opening times instead.

Full email text:

I would like to object to wilmslow library closing for a day and a half. The library is an essential resource utilised by a wide breadth of users. It is an essential service, well placed, with multi purpose use. I can appreciate costs need to be made, maybe a slightly later opening time? This could save 5/6 hours a week.

Email response #84

Date email received: 2 July 2023

Summary of content:

Opposition to the proposals, particularly at Knutsford.

Full email text:

We are a household of two retired adults currently paying approximately £60 per week in council taxes for services provided by CEC, and while year on year our Council Taxes have risen, services have declined.

Of course I understand that CEC has the burden of providing Social Care which takes up a great deal of its income, but surely this is something which needs to be reviewed with Westminster, and not something which should drain the provision of other community services?

Knutsford has already lost a much appreciated asset in the shape of The Knutsford War Memorial Hospital building, and we have recently heard that 13 year plans for a long promised Health and Wellbeing Centre have been scuppered, and the Stanley Centre is under threat of closure and now cuts to Library services are proposed.

So a breakdown of the savings to be made by closing down the Knutsford Library on Thursdays will be appreciated. and if they are mostly `savings` on staff wages ideas will be welcomed as to how those affected will be able to pay their ever increasing bills on less income .

Furthermore are the proposed reductions in the hours libraries will be open be a temporary or permanent measure ?

I ask as these proposals are of vital interest to Knutsford residents as the Library is literally the hub for Knutsford as while not only issuing library books the Library hosts many other different activities, including computer lessons, children`s activities, student revision facilities and the staff oversee community services such as tourist information , issuing of blue badges , bus passes and rail cards etc.

Furthermore it is the only free place left in the town where clubs and groups can meet, residents can browse newspapers and sit in a safe environment and relax. Bear in mind too that last winter the library was designated as a warm place, so should we face another cold weather coupled with high energy costs where should people should go to keep warm if the Library is closed on Thursdays ?.

In summation as it is obvious that any reduction in Library opening hours will have both a direct and indirect impact on the lives of Knutsford residents, the proposals to reduce library opening hours in Knutsford must be rejected out of hand .

Email response #85

Date email received: 2 July 2023

Summary of content:

Suggests libraries should not open during school hours, that they should open 3 – 7 during the week, and all day at weekends.

Full email text:

What is the purpose of libraries in Cheshire East? How is performance measured? In this digital age (and with the Libby app), I believe the library service's primary focus needs to be to provide books (etc) for those without income to buy books and without access to digital books, PLUS improving equality of education for all children.

This means that library opening hours can be significantly changed. There is no need to be open during school hours in term times. Opening hours in school holidays should be increased. Weekend opening hours should be extended. My recommendation is that - except for Macc Library plus 2/3 others across Cheshire East - library opening hours should be: 3-7pm Mon, Weds, Fri and 9-5 Sat and Sun. Plus 9-5 every day during school holidays. Libraries without school catchment areas (if any) can be closed. If this does not make the required savings, then some libraries should close - those in the most affluent areas - with an increase in the Mobile Library service.

Cheshire East can be much more inspirationally radical than it has been to date - think about desired outcomes first, and work back.

Email response #86

Date email received: 9 June 2023

Summary of content:

Opposition to the closure of Wilmslow Library on a Friday.

Full email text:

I have just been reading about the need to potentially close the library in wilmslow for one day a week and would like to ask that it please please please isn't a Friday. Friday is a day we frequent the library with many other friends as it is the only day off work in the week and we value our time there with our little ones very much. We enjoy visiting on a Friday, reading book and taking childrens books out. My daughter and son really love visiting the library and we'd be so sad if this had to stop.

Please consider another day Mon-Thu if need for a day closure.

Another week day would have much less impact on part time working parents as many have Fridays off.

Email response #87

Date email received: 3 July 2023

Summary of content:

Opposition to the closure of Macclesfield Library on a Friday, and to the reduction in late night opening.

Full email text:

Dear Sir/Madam,

I feel I must comment on the proposals being put forward by Cheshire East Council on opening and closing hours of the Libraries mentioned in the consultation document.

As Friday is one of the busiest times of the week for people to come into Macclesfield it is madness to close the Macclesfield Library all day on a Friday. One late night is not sufficient for people who work in the week and can only get to the Library in the evening either on their own or with children, there needs to be more late evening openings NOT less. We are as a society trying to get more young people reading books and this proposal seems to be going against what popular opinion in the area wants.

Also these proposals have a huge impact on all charities when the Library is open to sell all the Charity Christmas Cards in November and December. Many smaller charities rely heavily on this income from the sale of cards as their primary fund raising activity of the year.

The action of these measures would create a lot of unnecessary stress for a lot of people and discourage them from bothering to try to get the books out of the Library and again return them in good time.

I urge you to think again on the impact this would have on the Community in Macclesfield when we have already and are losing other facilities in the Town.

I look forward to your reply on my comments.

Email response #88

Date email received: 4 July 2023

Summary of content:

Response on behalf of Sandbach & District u3a. Opposition to the proposals, particularly at Sandbach. Represents a local charity which currently uses the library significantly, and who would be affected by proposals.

Full email text:

Reference: Sandbach Library – Proposed one and half day Closure

I am writing to you on behalf of Sandbach & District u3a. We are a thriving organisation with 1300 members and offer many varied activities to our members.

We use Sandbach library as a base for many of our activities and every two weeks on a Wednesday throughout the year, we provide a face to face service for our members to see us with any queries. Your proposed changes would affect several of our groups who would have to find alternative venues that are likely to be more expensive.

At our recent Committee meeting we discussed Cheshire East's recommendations that Sandbach library should be closed for a day and a half each week. Whilst we recognise the pressure on Cheshire East finances as a result of central government policy, we would like to convey our concerns at this proposal. As well as being a focal point for our organisation, the library offers an invaluable service to our community. It is a place for people of all ages to come to, and apart from its main function of offering books, people come to the library for many reasons. Amongst these are the events the library offers to young and old alike. It is a place of information and learning. We would also point out that many of our members are older, and in these difficult economic times the library offers a warm and welcoming sanctuary.

We feel very strongly that it is important that the library offers a full daily service to the community, and we hope that alternative solutions can be found instead of the proposed changes to the library opening hours.

We would ask you to pass on our views to your committee on your proposed change to library hours.

Email response #90

Date email received: 4 July 2023

Summary of content:

Response on behalf of Congleton Town Council. Opposition to the proposals, particularly at Congleton. Exploring ways with partners to keep the library fully functional. Would rather Congleton Library was grouped with Macclesfield and Sandbach.

Full email text:

Congleton Town Council considered its response to the current Cheshire East Library consultation at an Emergency Council Meeting held on the 29th June 2023.

The resolution of the Town Council was:

Congleton Town Council rejects the need for Congleton's library to be closed for 1.5 days per week based upon the vital support this service provides for our growing community, as stated within the information that Cheshire East Council has provided.

With Cheshire East Council and other potential partners, Congleton Town Council wishes to explore mutually beneficial ways in which we can keep Congleton Library fully functioning across the 6 days per week. Our ambition is to protect the benefits for our community but also support the CEC officers who work within the library service in Congleton.

Our Councillors were extremely concerned that Cheshire East is considering reducing the town's library operating hours from 46 hours to 34 hours. Congleton Library is the face of Cheshire East in Congleton. The library represents so much more than a place to loan books. It is an essential warm space and safe place in the town. It has almost 100,000 visits per year, issues 133,823 books, has almost 9,000 active members and last year dealt with 2,863 enquiries (including bus passes, blue badges, welfare checks, homeless, benefits queries.) Congleton had almost as many enquires as Crewe library and there is clear evidence that the one-stop shop solutions provided in the libraries of Cheshire's large service centre towns are providing a valued and needed service. These are all figures supplied by Cheshire East.

Congleton library has some of the largest numbers of children and adults attending events and 3,344 hours of computer usage – which is essential for those without computers at home to carry out many routine tasks in today's digital age. Staff at the library report that many residents come into the library to use the computers to search and apply for jobs, to complete online forms, book appointments etc. With the cost of living crisis, Wi-Fi is something that some families can no longer afford and

the library offer a safe and accepting place to seek help. The Town Council is very concerned that all these functions cannot be condensed into 75% of the time and are concerned about the impact on the town centre and the long term viability of the building if this key service is reduced to 34 hours per week.

Although we don't want to get into discussions about the best times and days to close, we are surprised to see that we have been 'grouped' with Alsager library and the mobile library to ensure that there is always a library in our 'group' to visit. The most frequent bus services from Congleton are to Macclesfield or Sandbach – these two libraries are also recommended to close all day on Friday which we believe would make life very difficult for our residents.

Congleton not only has a busy library per head of population, but also has one of the fastest growing communities – with around 4,000 new households soon to be using facilities in the town. The Town Council also believes and will be happy to be involved with seeking some more inventive ways to bring finance into Congleton library.

- Ideally we would like CEC to reverse this proposal and maintain the status quo.
- We have also agreed to work with Cheshire East Council and other partners to look for a way to keep Congleton library open for all 46 hours.

Please can you acknowledge receipt of this email.

Email response #91

Date email received: 4 July 2023

Summary of content:

Opposition to the proposals, particularly at Alsager.

Full email text:

I am emailing in response to the threat of partial closure of Alsager library. I am a young mother to two children and the granddaughter of a man in his 90's with dementia all of whom use the library regularly. We are upset at the prospect of partial closure, it has been a safe, warm, friendly place to go and will be a real loss to our community should it be shut.

Email response #92

Date email received: 4 July 2023

Summary of content:

Opposition to the proposals, particularly at Alsager.

Full email text:

This afternoon I attended a meeting at Alsager library concerning the proposed changes to library opening hours in East Cheshire. I was heartened to see the turn out of people opposing change.

I have been a library member for some 70 years in various parts of the country. I moved around with my husband's job and a library was always first port of call in a new area. When my daughter was born in Sutton Coldfield in 1983, a walk to the local branch library with the pram several times a week was a life saver for me as a very nervous new mum. Libraries have offered me the ability to open up new avenues with all the books available to borrow. My grand children are now keen users of libraries, always finding several books to borrow and enjoy each visit. To deny these opportunities to the next generation is unthinkable.

I know costs have to be trimmed in all walks of life with councils having difficult choices but please remember libraries are a much needed resource for everyone and to reduce hours will be the thin end of the wedge with permanent closures very much on the horizon.

There must be other areas where savings could be made, I know I could certainly find some given the opportunity, I hope you can too.

Email response #93

Date email received: 4 July 2023

Summary of content:

Opposition to the proposals, particularly at Macclesfield.

Full email text:

As a regular user of the Library in Macclesfield both as a borrower and a user of the facility I wish to put on record my displeasure regarding the proposed cut-backs to Macclesfield Library.

The library is used by young and old alike. At a time when we all ought to be urging children to spend less time watching the television or playing on X-Boxes, a

reduction of the Library opening hours is the last thing we should expect to see. I have particularly enjoyed classes of really young children being held in the Library which is a fantastic way of gently introducing our younger ones to the wonders a library holds, contained between the covers of thousands of books.

Email response #94

Date email received: 5 July 2023

Summary of content:

Response on behalf of Sandbach Town Council. Top-up funding is being considered by the Town Council. The Town Council also suggests a shortening of hours rather than daily closure, and asks that as much of the service is retained as possible.

Full email text:

Please find below consultation comments from Sandbach Town Council's Planning and Consultation Committee:

Sandbach Library Consultation

Resolved: that top-up funding request is referred to Council and that a consultation response is returned confirming the Committee's support of the review process and requests that:-

- consideration is given to shortening hours of opening, rather than suggested 1.5 day of closure.
- as much of the current hours of opening and service can be retained as possible.
- next steps of consultation are made clear

Email response #95

Date email received: 5 July 2023

Summary of content:

Opposition to the proposals, particularly at Alsager.

Full email text:

I have received details of the proposed changes to the opening hours for Cheshire Libraries, as a resident of Alsager I and my family have used and continue to use the library not only for the borrowing of books but the many community focal point activities provided.

Toddler/mums groups, visiting authors, internet access, local group information, foreign language classes to name but a few.

Add to this the need for a focal point for Cheshire East Council in the town which ratepayers can get to without having to travel outside the town (environmentally Friendly) In summary there is an ongoing need to maintain this service on a full week basis and the council should look to utilising this resource more fully.

Email response #96

Date email received: 5 July 2023

Summary of content:

Closure of Macclesfield Library on Wednesday morning will impact a hoarding support group.

Full email text:

In response to the proposal to reduce library opening hours by at least 1.5 days per week, Care and Repair Housing and Wellbeing service operates a hoarding support group every Wednesday between 10 and 12 at Macclesfield Library, supporting very vulnerable clients. This very valuable support group may have to stop if closure goes ahead.

Email response #97

Date email received: 5 July 2023

Summary of content:

Opposition to the proposals.

Full email text:

I believe closing the libraries in the week would be detrimental and quite possibly a false saving for Cheshire East. A lot of vulnerable people use the library - tuition students (primary and secondary aged) unable to cope in mainstream school - Pre schoolers, baby/toddler and parent groups - a safe place to meet, educate, discuss problems before they escalate- a safe place to use the internet and sort out problems that have escalated - speak and train with associations such as springboard to get CSCS cards, ..., to get back into employment and pay tax - a safe place for people with mental health issues - hidden or not - a warm place for homeless people young and old to read, sit in a comfortable seat, think and find a way forward - the library is a dignified safety net for some of our most vulnerable members of society and I truly believe you will spend more on the consequences of this valuable safety net being pulled.

Email response #98

Date email received: 6 July 2023

Summary of content:

Opposition to the proposals, particularly at Wilmslow. Asks a number of questions regarding the consultation.

Full email text:

Dear Sir / Madam,

I am writing to respond to the library consultation 2023 for which I have just read the proposals. I am a regular user of Wilmslow library and find it particularly useful in borrowing books for my three children.

I would firstly like to ask why specifically library services have been targeted? What percentage are they of the overall local authority spend and what plans are being drawn up to cut funding in other major spend areas? I notice that on my council tax bill there has been a significant increase in local authority spending on police services. Is the cutting of library funding one of the ways in which you will fund this rise in police funding? This does raise questions of equality if so - for many reasons libraries benefit the whole of society whereas increased police funding largely assists those who are potential burglary targets - those with more expensive homes and cars.

On the matter of libraries please could I ask if you have actively engaged school leaders and educational experts in understanding the impact of reducing both access to libraries and the provision within them? There is an increasing wealth of evidence regarding the benefits of reading, particularly with regard to children. Quite simply children who enjoy reading and can access books perform at a higher level at school, both behaviourally and academically. What consideration has been given to this clear benefit to society in your proposals to reduce access to and provision within libraries?

With regard the question of reducing opening hours for libraries I would like to ask whether you have considered the impact on the existing employees? Will those on full time contracts be offered full time roles after the part- closures? If not it is likely they will leave to secure full time roles elsewhere, a sorry loss to the overall service.

On the matter of reducing spend for new books may I please ask what percentage reduction you are proposing? I find this very worrying as children in particular need to be able to access new titles - firstly because the range is smaller to begin with than adults and secondly because books are a window to what is going on in the world / society at any given time. Accessing new books (both fiction and non-fiction)

is crucial in helping children understand the complexities of the changing world around them.

I note that from the Libraries Act you are required to provide a comprehensive service. By cutting funding for new books, depending on the amounts involved, I would argue that you are failing to do this.

I look forward to hearing from you with regard my concerns as detailed above.

Email response #99

Date email received: 6 July 2023

Summary of content:

Response on behalf of Alderley Edge Parish Council. Feels it is unfair the library receives 1 day less funding from Cheshire East Council as compared other libraries, and that it uses volunteers to maintain hours. Asks that hours are amended to enable late night opening once a week. Supports the change to Friday opening from Thursday.

Full email text:

Alderley Edge Parish Council would like to make the following points:

- Although the service reductions do not affect Alderley Edge, the Parish Council notes that our Library is still open one half-day less per week than other libraries across the borough, which we feel is unfair given that Alderley Edge Library is already staffed by volunteers one half-day per week (in effect we are staffed a whole day less per week than other libraries);
- Unlike other libraries across the borough, Alderley Edge does not have any evening opening, which means it doesn't serve those who have to work during the day. We would ask that the hours are amended to enable late opening at least one day during the week, in addition to Saturday mornings.
- The Parish Council supports the change to Friday opening (from Thursdays, during the daytime), but notes that it is the only library across the borough that currently offers volunteer-led sessions.

Email response #100

Date email received: 6 July 2023

Summary of content:

Opposition to the proposals, particularly at Congleton.

Full email text:

The reduction of opening times at Congleton Library would be a severe detriment to the local community. The library in Congleton is very much a social hub in the town. Its value cannot be measured by bald statistics.

The desk staff are already employed supplying support services which were curtailed by the council. It provides a place for various groups to meet, especially parents with young children, the elderly and the education seekers. During the preceding winter it provided a “warm safe space” for people struggling with bills at home, a situation which seems to show no signs of abating. For people who are infirm or without transport, its location next to the bus station is a bonus. Its availability and friendly staff have brought vulnerable people out into society after the isolation of Covid. To reduce the times that this facility is available would be a human tragedy.

Libraries are not only about book loans, their position in the lives of communities have far surpassed that original concept. I believe that if you look at other services charged to the council’s budget you will find that libraries are cheap to run in comparison and for the rewards gained. What value can be placed on the elderly’s health, what value can be placed on people’s mental health, what value can be placed on children’s education? All these are impacted by the reduced availability of the library facility, maybe it is time to look elsewhere for “belt tightening”.

Email response #101

Date email received: 6 July 2023

Summary of content:

Opposition to the proposals, particularly at Alsager.

Full email text:

The proposal to restrict opening hours for Alsager library will result in a reduction of community activities such as the chess club meeting on Wednesday morning. This and other activities are important events for the Alsager community and should not be curtailed by reduced opening times. I would request that the council look for other opportunities to save funds.

Email response #102

Date email received: 6 July 2023

Summary of content:

Opposition to the proposals, particularly at Alsager. Suggests increasing income by renting out library rooms and charging customers for admin services.

Full email text:

Rather than close the Alsager Library for a further 1.5 days, I recommend that:

- (a) New books purchased should be reduced in number and the new books circulated around all C.E. libraries in turn
- (b) Upper room be hired at an economic rent when library open, to be available for the following:
 - Child care, training sessions eg green technology, people new to Alsager who wish to find out what organisations are available, lonely people who just wish to come in for a chat with other people eg bereavement group . All led by suitable community volunteers
- (c) A small charge be made for processing rail cards, etc.at a preferential price

Email response #103

Date email received: 7 July 2023

Summary of content:

Response on behalf of Disley Parish Council. Supportive of the proposal as they keep Disley Library as is. Otherwise they express concern about potential future car parking charges, and the lack of bus services to Poynton.

Full email text:

I am writing on behalf of Disley Parish Council to express our full support for maintaining the current opening hours of Disley Library. As representatives of the local community, we understand the immense value this library brings to our residents, and we firmly believe that preserving its accessibility is crucial for the well-being and development of our community.

Disley Library is not just a repository of books but a vital institution that enriches the lives of our residents, young and old. It serves as an educational hub, offering a diverse range of resources and learning opportunities to people of all ages. The current opening hours ensure that students, researchers, and individuals seeking knowledge can access the library's invaluable resources at their convenience. By maintaining these opening hours, we can support academic excellence, encourage lifelong learning, and promote intellectual growth within our community.

In addition to its educational role, Disley Library acts as a social and cultural centre, fostering community engagement and cohesion. The library hosts various events, workshops, and group activities that encourage interaction, dialogue, and the sharing of ideas. These opportunities for social connection and personal growth are invaluable for our community members, particularly those who may be isolated or have limited access to other communal spaces. By maintaining the library's opening

hours, we can ensure that all residents have an equal chance to participate in and benefit from these community-building initiatives.

Furthermore, Disley Library plays a pivotal role in promoting inclusivity and bridging the digital divide. Not everyone has easy access to the internet or can afford personal book collections. The library serves as a vital resource for those seeking information, entertainment, and personal development. By preserving the current opening hours, we can guarantee that individuals from all walks of life, regardless of their socio-economic background, have equal access to the wealth of resources and opportunities provided by the library.

We are also very concerned about proposed car parking charges being brought into Disley by the current administration at Cheshire East. The effects on traders would be devastating. Whilst we would oppose such penalties being forced upon the most disadvantaged in our community, we are mindful that whatever happens we need to ensure that the village centre remains as attractive as possible, and amenities such as the library are preserved.

Councillors and residents also observe that the Library is the only presence Cheshire East has in the village, and with no bus service to Poynton, our nearest shared service centre, any further cuts would undoubtedly impact residents' access not just to the library but to wider Cheshire East services.

It should be noted that Disley Parish Council (DPC) shares the site and works in partnership with the Disley Library Team to facilitate joint ventures and promote a wide range of community initiatives. We value the team there greatly. Parish Councillors are meeting with the Senior Librarian shortly to explore how the Parish Council can offer further non-financial support to the service.

Finally, we understand that budgetary considerations are a significant factor in determining the opening hours of public facilities. However, we are grateful that Cheshire East recognises the positive impact Disley Library has on our community's well-being and development. We hope that this support continues well into the future.

Email response #105

Date email received: 7 July 2023

Summary of content:

Opposition to the proposals, particularly at Alsager.

Full email text:

Please accept this as feedback on the planned changes to the library hours in Alsager. The consultation ending on 9th only allows for certain responses that don't fit what I want to say.

On Tuesday 4th July, I held a Read-In protest at Alsager Library from 3-4pm. This was attended by around 100 people, over the hour. The pictures attached were taken at the beginning. Everyone who attended was angry, disappointed or worried about the impact that the changes would have on their lives. During the week before, I had walked round Alsager giving out flyers and many people I spoke to were not able to make the protest but felt equally strongly.

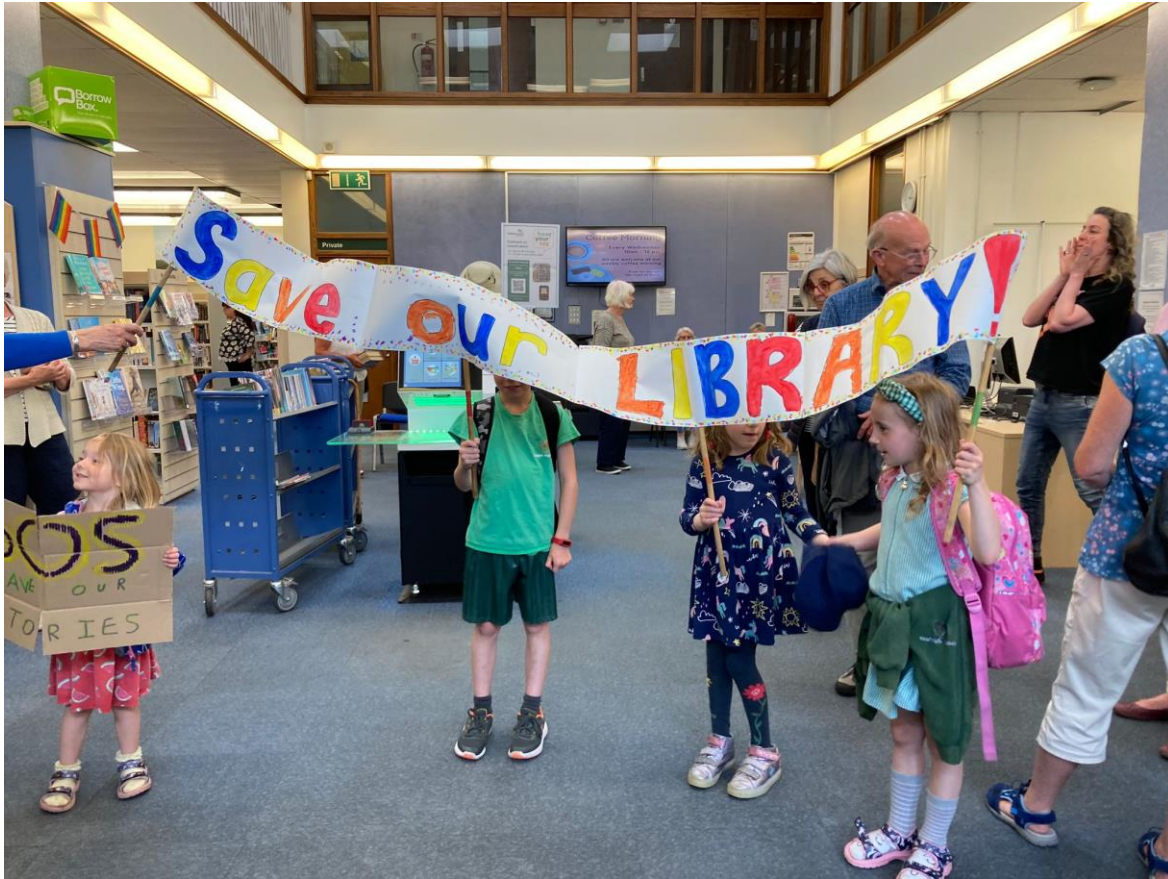
The people in attendance ranged from toddlers to a 91 year old. Everyone spoke about why they love the library- carers are worried they will lose their coffee morning on a Wednesday (for lots this was their one outing a week), the chess club were concerned they would not have a place to meet anymore, some people were worried about their loss of access to a warm space in winter and talked about rising heating costs, others talked about how friendly the library staff are and how they come in just for a chat. One lady told me how she has been educating herself for years at the library and sits all morning reading the heavy books that she can't carry home. A local headteacher also spoke to the crowd about the importance of access to the library for her families.

I think the importance of the library to the community here in Alsager has been drastically underestimated. It is a community hub. The functions it performs- of a warm space, a safe space, a friendly face to chat with, a much needed weekly outing, a social centre- these are the things that save money from the social care budget. We all know the effects of isolation and loneliness, particularly on an elderly population. The library is allowing many people to avoid recourse to social care by playing that role in many people's lives.

And this is before we even consider the effects of restricting people's access to books, the internet, education and information.

Many elderly people I spoke to did not have internet access and were concerned about filling in the consultation online. There were no paper copies available so I do feel that access to this consultation has been also somewhat limited for the older generation.

I would urge you to reconsider the planned opening hours. Some people felt that the evening hours are not necessary and the librarians themselves say the evening is always very quiet. But the opening of the library, every week day, for the day, is essential- this is the message that those 100 people, and everyone who couldn't be there, wants you to hear loud and clear.





Email response #106

Date email received: 7 July 2023

Summary of content:

Opposition to the proposals, particularly at the larger libraries which serve more people. Specifically at Macclesfield, Crewe and Nantwich.

Full email text:

I have already submitted a written response to this consultation.

However, I have just managed to acquire some library usage data which enables me to respond further but by e mail as it is too late to submit by post

The attached word document and excel spreadsheet provide further information which I would wish I consider are fundamental to the whole library reduction programme..

PLese can you ensure that they are drawn to Members' attention.

Please also acknowledge receipt of this e mail.

Analysis of Proposed Reductions in Library Services - Cheshire East July 2023

The usage data set out in the attached spreadsheet, only became available to me on 5th July and there has not been time to submit a further postal response to the consultation.

The analysis shows that Macclesfield Library is the busiest, or the second busiest, in every category of usage quoted.

Together with Crewe, and Nantwich libraries, Macclesfield account for between 32% and 50% of all library usage.

Yet, Macclesfield library is proposed to receive bigger cuts (16hrs) in opening hours than any other library and Macclesfield, Crewe and Nantwich together face 32% of total hours cut.

This strategy is surely flawed. It seems to be driven by the notion that (save for the very small libraries) the pain should be shared equally by all Cheshire East residents.

However, residents are not library users and the approach adopted so far, has the effect of hitting the most users hardest.

While it might seem egalitarian to have the same service availability to all, it hits those who actually use the libraries most.

In times of constrained finance, policy should be directed towards protecting the highest number of service users, not towards providing fair shares for all.

After all, the Council doesn't fund its bus services on this basis.

What is the difference between bus and library service funding allocation?

CHESHIRE EAST LIBRARY USAGE STATISTICS																	
library	visitor nos	% vis nos	issues	% issues	members	% members	Comp hrs	% comp hrs	Council Enq	% Co Enq	Adult Event	% AE	Child Event	%CE	HRS RED	% of all RED	
alderley edge	9559	0.90	10904	0.63	1553	1.43	89	0.26	119	0.52	187	1.03	1980	1.85	0	0.00	
alsager	64368	6.07	111375	6.46	5950	5.46	1281	3.81	2663	11.73	1109	6.09	6671	6.22	12	9.13	
bollington	23069	2.17	66392	3.85	3258	2.99	515	1.53	339	1.49	981	5.38	5490	5.12	4	3.04	
congleton	97262	9.17	133823	7.76	8970	8.23	3344	9.95	2863	12.61	2184	11.98	9201	8.59	12	9.13	
crewe	154399	14.55	184620	10.70	15592	14.31	7942	23.64	2968	13.07	1924	10.56	16046	14.97	14	10.65	
disley	30530	2.88	25119	1.46	1697	1.56	469	1.40	219	0.96	409	2.24	4141	3.86	0	0.00	
handforth	29092	2.74	45849	2.66	4000	3.67	1084	3.23	629	2.77	588	3.23	3541	3.30	4	3.04	
holmes chapel	59926	5.65	92830	5.38	4415	4.05	1221	3.63	496	2.18	1362	7.47	4508	4.21	7.5	5.70	
knutsford	60051	5.66	112382	6.52	6355	5.83	1588	4.73	2297	10.12	1984	10.89	7939	7.41	10	7.60	
macclesfield	154960	14.61	264863	15.36	18338	16.83	6634	19.75	3229	14.22	2117	11.62	9485	8.85	16	12.17	
middlewich	36556	3.45	53693	3.11	3993	3.66	1332	3.96	476	2.10	761	4.18	6216	5.80	4	3.04	
nantwich	127614	12.03	170710	9.90	10678	9.80	2355	7.01	2729	12.02	3008	16.51	8660	8.08	12	9.13	
poynton	48486	4.57	135924	7.88	6782	6.22	1139	3.39	708	3.12	421	2.31	7601	7.09	12	9.13	
prestbury	1233	0.12	3068	0.18	119	0.11	18	0.05	0	0.00	0	0.00	0	0.00	0	0.00	
sandbach	69219	6.52	119084	6.90	7660	7.03	2137	6.36	1320	5.81	394	2.16	6428	6.00	12	9.13	
wilmslow	89981	8.48	155352	9.01	9067	8.32	2449	7.29	1653	7.28	795	4.36	9264	8.64	12	9.13	
mobile library	4685	0.44	38836	2.25	533	0.49	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	
total	1060990	100.00	1724824	100.00	108960	100.00	33597	100.00	22708	100.00	18224	100.00	107171	100.00	131.5	100.00	
per month	106099		143735				2800		2271		1822		10717				
macclesfield		1st		1st		2nd		2nd		1st		2nd		2nd		1st	
macc + crewe+ nantwich %		41.19		35.96		40.94		50.39		39.31		38.68		31.90		31.94	

Email response #107

Date email received: 7 July 2023

Summary of content:

Response on behalf of Crewe Town Council. Opposition to the proposals, particularly at the larger libraries which serve more people. Specifically at Crewe. Opposition to the reduction in new book funding.

Full email text:

With regard to the above in relation to Crewe Library

Whilst it is recognised that CEC is facing financial pressures and savings are required the following observations and considerations are submitted in relation to the proposals being consulted on.

1. Crewe Library provides one of the busiest services in the borough, providing access to library service users from a broad area.
2. Crewe Library serves the most deprived areas in the borough, which are also listed within the indices of deprivation as amongst the most deprived areas in England
3. Crewe Library serves a diverse community in greatest need, particularly when compared with other areas of Cheshire East
4. Crewe Library provides the most accessible and integrated service in the borough due to its location and local services.
5. With the above in consideration, the greater need is evidenced to ensure diverse accessibility to services. Reduction in services will impact those in greatest need disproportionately more than in other settings. This is contrary to policy and statute associated with diversity and inclusion and does not meet the aims of CEC (or other local councils) associated with ensuring that those with the greatest need aren't further disadvantaged due to lack of access to services, such as library services.
6. Crewe Library serves a community beyond Crewe town boundary which is not being asked to support the service financially. This is potentially a financial discrimination against those with the greatest need.
7. The lack of proportionality displayed in the consultation proposals does not take in to consideration the above references to diversity, deprivation, surrounding areas accessing services and does not compare the social need on an even basis against the sites around the borough which are being considered on a linear basis.

8. There is no consideration for devolution of assets and services
9. The proposals for parish top up funding do not provide details or data to support the sustainable position, for example, what is the annual cost on an ongoing basis; will the proposals demonstrate a final sustainable position or will there be an annual request for additional funding; is this death by a thousand cuts?
10. Means of sustainable income generation are not expanded, eg:
 - Meeting rooms being hired out on varying terms such as longer term commitments and incomes
 - Banking hubs – existing provision elsewhere but not explored within the consultation and proposed funding solutions
 - Commissioned via public or private contracts
 - Direct trading and retail
 - Funding from charities, trusts, foundations or philanthropy
 - Fundraising and crowdfunding
 - Community infrastructure levy – currently rated zero by CEC but this requires urgent review
 - Social investment
 - Joint commissioning services and hub locations, eg health outreach to build local stretched capacity and associated funding
11. There are consequences to reducing the levels of book stock and/or the range and quality of the new items purchased:
12. User frustration in the event that they are unable to:
 - a. Find relevant items they require
 - b. Access items due to availability issues
 - c. Pursue interests/study beyond a limited scope e.g. the library not purchasing further titles in a series or new editions (and the resultant issue of relying upon outdated information)

User perception that the service is not fit for purpose – can result in disengagement and reduced use of the service

It imposes limits on users and their discoveries through the available book stock.

There is a danger that instead of being relevant and up-to-date houses of knowledge and information that libraries could become repositories of outdated material. A library should be a source of continuous knowledge development and exploration, not an archive.

The Chartered Institute of Library and Information Professionals (CILIP) states that: “regular access to a quality library service led and developed by professional

librarians has a positive impact on learning, literacy, wellbeing, social mobility and skills.”

13. To ensure that book stock cuts on a linear approach does not impact Crewe residents adversely, it would be important to understand which areas of the collection are used and allocate cuts proportionally rather than a straight 25% reduction on all stock. It would therefore be important to see if this data is routinely collected and interrogated.

14. Any reduction in hours, which is entirely not supported by Crewe Town Council, should consider timings and usage data to target the times of day when access is least and look to reduce opening hours at the extremities of working days rather than closing for whole days. However, as Crewe Library is widely used throughout its opening hours, it remains that reducing the service in any aspect will adversely affect those with the greatest need most and does not reflect proportionality, inclusion, accessibility, diversity and inclusion.

15. Crewe is a growing town and demand for services is increasing. Decreasing services is not representative of CEC’s anticipated urban growth as identified within the Local Plan and subsequent policy documents

16. Crewe is the centre for local regeneration projects. Investment in the town centre would be undermined by a reduction in a core service, reducing potential footfall and visitors to the town centre and there by negating aspects of the regeneration strategy and associated work

Crewe Town Council is clear that the Library service in Crewe is essential for the community, providing broad scope services to the town and the need is demonstrated in the figures associated with usage (<https://www.cheshireeast.gov.uk/pdf/Council-and-democracy/Consultations/Cheshire-East-Library-Statistics-June-2023-vFINAL.pdf>).

The council will consider the final proposals in detail at its meetings in September but seeks that no reduction in service is delivered; that the skilled and engaged staff at Crewe Library are valued and retained; that the surrounding parishes that access the service are charged with the commitment to support the service; and that innovative and sustainable solutions are considered for the library to ensure its continued presence as a full time resource for the many thousands of residents who access it on a regular basis.

Crewe Town Council will consider in detail any final proposals that result from the consultation

Email response #108

Date email received: 7 July 2023

Summary of content:

Response on behalf of Poynton Town Council. Suggests Thursday are busy days for Poynton Library, and that Mondays are quieter. Suggests rather than closing for a full day, for the library to open later in the day to save hours. Considering top-up funding.

Full email text:

The Town Council is extremely concerned about the proposed closure of Poynton library for additional one and a half days each week. We do not support the closure and we would encourage Cheshire East to rethink the reduction of hours for this valuable, well used community asset.

As a Cheshire East information point, the library is the face of Cheshire East for many people, and a considerable number of vulnerable residents will attend asking for support with a variety of issues. People are not moved on from the library, they are welcomed and allowed to sit in the library for as long as they want and need. The library is used by people who are socially isolated, and the staff provide much needed social contact for residents who may not have anyone else to talk to. This winter the library was used as a warm space, with the economic climate remaining difficult it is likely that such facilities will be required next year.

In making any decisions to close the library we would ask that the usage of the library is taken into account. We understand that Mondays are the quietest days, whilst Thursdays are busy with up to 90 toddlers attending "Rhyme Time". Having considered this matter carefully, the Town Council would ask Cheshire East to consider opening later or closing earlier which we believe would eradicate the need to close for a full day and a half each week.

The Town Council is still considering whether it is in a position to "top up the service". The amount involved is considerable and would result in a significant increase in the precept. The Town Council is also concerned that the ongoing costs (year 2 and 3) are unknown, but we are being asked to commit to a three year agreement. The Town Council's Finance & General Purposes Committee needs to consider this matter carefully and the financial implication for the Town Council. A further Town Council meeting will be required to discuss this issue. Unfortunately, we are not in a position to give a definitive answer at this stage as the consultation period has been too short.

Email response #109

Date email received: 7 July 2023

Summary of content:

Opposition to the proposals. Questions what other options have been considered by the council other than the one put forward, and gives examples of alternative library service delivery from across the UK. Suggests a significant review of staffing is required, and puts forward a proposal for such a staff review.

Full email text:

I write to say I am astounded that CEC councillors along with CEC senior management have considered closing community libraries before seriously considering other options, such as a full review of staffing (as has been successfully carried out by other local authorities.)

Personally speaking, I find the proposal to close all CEC library branches for 1.5 days per week rather heavy handed, unsophisticated and a blunt instrument to tackle a serious financial shortfall in CEC finances.

I have worked for four library services, across the UK, before coming to work for CEC. I know, first hand, that many services have undergone a review of staffing and have adapted to the changing needs of customers, in the face of financial challenges. For example:

Staffordshire County Council - Community Partnerships

Staffordshire County Council have successfully entered into community partnerships to run library services (please see link below). I wonder if this was something CEC explored and gave serious consideration to?

Examples of community libraries in Staffordshire - Staffordshire County Council

As mentioned, having worked for several library services prior to working for CEC, I know that other authorities have undertaken a full service review or reform. This has seen a 'shakeup' of many aspects of the library service, often brought about by developments in technology for example, to better fit the changing needs and demands of its customers. In these circumstances, some job roles have been merged, whilst other roles have been found to be surplus to requirement.

Chester & Cheshire West Council - Full Service review

Chester & Cheshire West Council undertook a full review of staffing within the library service, sometime after its creation. Having shed some staff roles, such as branch managers and librarians, and merged roles, they have saved cash, but have not experienced the wide scale changes to library opening hours being proposed

currently by CEC. Equally, they have not experienced a reduction in customer service satisfaction.

Midlothian Council - Full Service Reform

One of the library services I worked for previously was Midlothian Council Library Service in Scotland. This service is of a similar size to that of CEC Library Service (in terms of book issues and footfall.) After a full review of staffing, Midlothian Libraries dispensed with the services of librarians and branch library managers who were made redundant.

Each library is now run by a senior library assistant. There are no branch managers and no librarians across the whole of the service. Each branch library has a small permanent core team. Temporary bank staff are used to help cover special events, annual leave and illness as required. All these changes have saved a significant amount of cash, but with no detrimental impact upon service standards or customer satisfaction. The entire service is now managed by three Library Development Officers. No library opening hours were lost as a result of the review.

If the recent pandemic has taught us anything, it has shown us that we can work differently and smarter. A local authority under severe financial pressure such as CEC should learn to embrace change and be proactive rather than reactive to make changes.

As an employee of CEC library service, I would argue that it is time for an open, honest and frank discussion between staff and senior management, where tough choices and bold decisions are discussed and made.

A review of staffing level is long overdue. The needs of customers using library services has changed significantly. The demographic of the customer base has changed. Technology has developed and brought about changes (to help library services operate more effectively with less staff).

CEC Library Staffing - An overdue review required

Branch Managers - The requirement to have a librarian qualification to manage a community branch library is no longer relevant. This has been demonstrated by various local authority library services who have made this post redundant (see examples given earlier). Consequently, and importantly, there is no longer a need to pay such high professional salaries.

Many library branches countrywide operate very successfully without an in-situ branch manager on duty each day. Branch Managers at CEC receive £37,500 per annum (approx). This figure is similar to the salary CEC pay to deputy Head teachers at Primary Schools. The responsibility attached to both jobs is incomparable. Damaging or loosing a book is unfortunate. Damaging or losing a child is a very serious matter and is likely to conclude in a court case.

To help, I'll do some maths. Currently I calculate that there are 30 hours per week of time attributed across the CEC library service to branch management.

Branch Manager annual salary (for 5 days work per week) = £37,500 (approx)

Branch Manager annual salary (for 1 day of work per week) = £7,500 (approx)

Therefore, 30 days per week across the service (30 x £7500) = £ 225,000 (two hundred and twenty five thousand pounds).

This would be a year on year saving and doesn't include a saving on pension contributions to CEC.

Library Assistants - The skill set of library assistants has changed significantly. Many library assistants are university educated and often come to the post from other professions. They often bring a plethora of skills and offer a wealth of knowledge about literature from their studies and interests. They also bring to the role a wealth of life experience and are able to deliver games clubs, children's singing sessions, craft activities, computer skills classes, poetry and creative writing classes, foreign language classes along with shelving books and carrying out administrative tasks, to ensure the smooth running of the library. These skills should be fully harnessed by CEC and developed and encouraged as they are at Chester & Cheshire West Library Service & Midlothian Library Service, where, for the most part, library assistants make up the staffing 'on the ground', each day, ensuring the customer experience is smooth, enjoyable and positive.

Librarians - The requirement to have librarians in situ in branch, when so much information is widely available on line, has changed. The post is no longer relevant in small community libraries as has been demonstrated (see earlier examples). Particularly, in CEC's current dire financial circumstances, the post is not affordable. Librarian's salary is enhancement (from that of library assistants) to cover the responsibility of stock management. Having myself done this, I know that stock management is a relatively straightforward process. This work could be shared & woven into the duties of library assistants as happens at Midlothian Council Library Service.

To help, I'll do some maths. Currently I calculate that there are two days per week of librarian time attributed to each of the 17 CEC libraries (including the mobile library).

Librarian annual salary (for 5 days work per week) = £26,500 (approx)

Librarian annual salary (1 day of work per week) = £5,300 (approx)

Therefore, 34 days per week across the service (34 x £5,300) = £ 180,200

This would be a saving of £180,000+ (approx) year on year. This would be a year on year saving and doesn't include the saving made by CEC on pension contributions.

If my suggestions were adopted (branch manager saving added to the librarian saving = £405,000+ (approx)savings per year on going year on year) over four years, this would yield a financial saving of over one and a half millions pounds.

As, in many places, Senior library Assistants would step up and be in charge of the daily operations of each branch. I do not envisage a reduction in customer satisfaction.

It is time the structure of the CEC library service changed, as has already happened in many other towns and cities across the U.K. I strongly believe the service should be subject to a top to tail independent external staff review.

There are many ways in which local authority library services, across the UK, have:

(a) changed and adapted to different and ever changing customer needs.

(b) reduced staffing

and yet have continued to offer a high quality of service to its customers

I write to ask if CEC Library Service has explored any other options, including the option of a full review of its staffing levels?

For reference, the Australian Library and Information Service recommend an internal review every 3-5 years and an independent assessment to be carried out every 5-7 years.

<https://read.alia.org.au/file/949/download?token=q0C0cf5i>

The part closure of CEC libraries should be an absolute last resort!

Thank you for your time to read this letter

[redacted]

Email response #110

Date email received: 7 July 2023

Summary of content:

Response on behalf of Bollington Town Council. Opposition to the proposals, particularly at Bollington. The Town Council is unable to contribute towards top-up funding. Questions the lack of long term strategy for the Library Service.

Full email text:

BOLLINGTON TOWN COUNCIL

Response to Cheshire East Council Library Service Consultation 2023

1. Bollington Town Council notes and wishes to respond to this consultation on the Library Service. As a town with over 8,000 residents, 4 primary schools and a lively business sector, this is a community with a strong interest in its Branch Library.
2. We note that Cheshire East Council, in response to a high level of feedback, reduced the savings required of the Library Service in the draft Medium Term Financial Strategy.
3. However, we are dismayed to see the proposal to reduce Bollington Library's opening hours by half a day. While there is a limited impact of losing 4 hours per week, that would still reduce the Branch Library's hours to 3 days and 2 half day, an 11.2% reduction.
4. A wide range of users would be affected, including borrowers, reading groups, Storytime and Rhymetime sessions, users of the internet workstations, adults and school children wanting to study, people wanting to take out or renew bus passes, Blue Badges, rail-cards and election ID applications.
5. The role of the Library in this town as a social hub is particularly important; it acts as a centre for young parents and their children to meet and, also, as a place for the elderly and those of limited means to find a welcoming space. Bollington Library participated in the recent Warm Spaces initiative which was important for so many residents.
6. Bollington is also one of the most heavily used Cheshire East libraries for children's activities, with an exceptionally high level of book loans to children. This is a function of the number of young families in the town and the seven local primary schools in the town and neighbouring areas, as well as easy access from the green flag open space Recreation Ground nearby.
7. The Council has considered the possibility of funding the lost half-day but, given the pressures on its budget, is not able to take on this commitment at this time.
8. The Consultation invites comments on possible ideas for income generation. Any income raised by a Branch Library must remain in its own account for spending in that Branch; arrangements need to be made to handle such income streams. Some local organisations and charities may wish to donate funds to for purchase of reading materials or other aspects of Branch expenditure - there should be no disincentive put in the way of the receipt of such donations.
9. The serious reductions proposed in the opening hours of our two nearest large libraries, Macclesfield (32%) and Poynton (26%) will affect Bollington residents, who would visit these for access to the larger collections and better hours.
10. The effect of the 25% cut in the book and journal purchase budget is certain to be significant – it is highly unsatisfactory that there is no information in the Consultation document on the impact of this reduction.

11. While acknowledging the high level of uncertainty on future local authority funding, we are concerned that the proposed erosion of services casts doubt on the Borough Council's commitment to one of our most valued community resources.

12. In particular, we note the lack of any published longer-term strategy for our public Library Service; such a strategy should include information-sharing and provision for closer co-operation with town and parish councils. This will help to ensure that our public libraries, while facing many challenges, will always remain a vital resource in our communities.

13. Accordingly, Bollington Town Council wishes to record its opposition to these proposals.

Email response #111

Date email received: 7 July 2023

Summary of content:

Response on behalf of Knutsford Town Council. Opposition to the proposals, particularly at Knutsford. The Town Council is unable to contribute towards top-up funding. Asks for commitment that revenue generated by libraries will be shared across the whole service. Suggests income generation ideas. Opposed to Knutsford Library being in Group C, suggest it should be grouped with Wilmslow and Macclesfield instead.

Full email text:

PROPOSED REDUCTION TO LIBRARY SERVICES

Knutsford Town Council recognises the council is under significant financial pressures to deliver a balance budget, however it strongly objects to the proposed reduction in library opening hours. Libraries present substantial benefits to local communities, providing vital community hubs where, regardless of means, people can access the internet, undertake research or just get a book for the enjoyment of reading.

Additionally, Cheshire East Council uses the library to deliver a range of its services and customer contact. In Knutsford, the library is now the only customer contact point for Cheshire East Council, where residents can access some advice, guidance and direction. The recent (excellent) example was how you used libraries to support those who needed to apply for the free voter ID. The Town Council therefore urges the council to find alternative savings that enable library access to remain unaffected.

Notwithstanding the Town Council's objections, the council requests you consider the following points:

1) The Town Council was reassured to hear in the town and parish council briefing that the intention is that revenue generated by one library would support the full library service. Knutsford Library presents limited revenue generation opportunities compared to larger buildings as it lacks private meeting space. The Town Council therefore seeks express commitment in any formal decisions that this will be the council's policy moving forward and that libraries which do not generate income will not be treated unfavourably in terms of opening hours, book stock etc.

2) The Town Council believes that alternatives to a full day closure should be explored. For example, by amending opening hours to fall slightly later, implementing two half-day closures in place of the existing one half-day closure or implementing a mid-day break when libraries are quieter. Examples of how this could be achieved are below, and the Town Council would welcome further discussion on this.

	Example A	Example B	Example C
Monday	1000-1700	0900-1300 1500-1700	0900-1700
Tuesday	1000-1900	0900-1230 1530-1900	1400-1900
Wednesday	1000-1300	0900-1300	0900-1300
Thursday	1300-1900	0900-1230 1530-1900	1400-1900
Friday	1000-1700	0900-1300 1500-1700	0900-1700
Saturday	0900-1300	0900-1300	0900-1300

3) Ideas for generating revenue at the library which could be explored are:

- a) Expanding the sale of books
- b) Running paid for courses, training and workshops
- c) Provision of PC gaming evenings
- d) Improved promotion of paid-for services e.g printing

4) The current proposals for library 'groups' place Knutsford with Sandbach, Middlewich and Holmes Chapel. These are towns that Knutsford has no public transport links with. If a groups proposal is being taken forward, Knutsford should be with Wilmslow and Macclesfield as the two towns with which it has a regular bus service.

The Town Council will not be looking to contribute to Cheshire East Council's costs in operating libraries through the 'top up' service.

Email response #112

Date email received: 8 July 2023

Summary of content:

Provides link to a study which shows English Libraries generate £34 billion each year.

Full email text:

I hope the study discussed here makes its way to your desks and proves itself useful in your decision-making about cutting library hours.

<https://www.theguardian.com/books/2023/jul/07/study-finds-english-libraries-generate-at-least-34bn-in-yearly-value>

Email response #113

Date email received: 8 July 2023

Summary of content:

Reply on behalf of the Macclesfield Literary and Philosophical Society. Suggests ways of ensuring the group can still meet at Macclesfield Library on Monday evenings once a month.

Full email text:

This reply to the consultation is made on behalf of the Macclesfield Literary and Philosophical Society.

In common with a number of other civil society bodies in Macclesfield, we rely on Macclesfield public library for the provision of meeting space, and for many years we have met in one of the library meeting rooms once a month from September to May (except for December), always in the evening, from 7.30 to 9.30 pm, on a Tuesday or a Thursday. We meet on days when at present the library is open until 7.0 pm, and the caretaker stays on to open up for us, having already prepared the room. The caretaker's wages for the extra two and a half hours are presumably covered by the hire charge for the room.

Under the proposals, the library will be open until 7.0 pm only on Mondays. It is possible, but doubtfully practical, to meet on a Monday every month.

We would suggest :

Either that the library should remain open until 7.0 pm on at least one further day per week, and the extra time compensated for by later opening in the morning. (This

would have the further advantage of giving more time for the use of the library by readers after standard work hours.)

Or that allowance should be made for separate evening opening of the meeting rooms on several days a month for bodies that needed it, the cost being covered at least partially by the hire charge.

Email response #114

Date email received: July 2023

Summary of content:

Opposition to the proposals.

Full email text:

I think that the proposed new closures are completely out of order.

Email response #115

Date email received: 8 July 2023

Summary of content:

Opposition to the proposals, particularly at Knutsford. Suggests opening for longer more efficiently, like they do in Llandaff in North Wales which has a library / community hub open 6 days a week. Says the proposals will impact charity collecting.

Full email text:

I am writing to oppose the changes Cheshire East Council is proposing for the Cheshire East Libraries for very evidence based reasons. Your reasons are purely about cost cutting for the council. I suggest you look closely at your budgets again. I do appreciate as a council we don't get all the extras that come with deprivation and being inclusive , this is an ongoing problem and very evident within education , Social care and the NHS . However the amount of money spent at the top end of staff positions is nothing short of scandalous , given the restructures, suspensions and interim appointments.

Cheshire East should be looking at how it can utilize the libraries more efficiently , not reduce opening hours. Llandaff North in Wales have a library/ Community hub open six full days a week , they have a fantastic café , independently run , offer a hot meal at lunchtime , and a wide range of groups and activities. They support many volunteers. They advertise in the community widely .

Cheshire East and particularly Knutsford has one of the highest social isolation/loneliness issues in the Country (ONS survey), much higher than Crewe. The impact of this on health and social care (social care being a huge spend for Cheshire East) Reducing hours in Knutsford is not the answer to service provision. It will only increase the isolation issue and the social care budget even more. Can I suggest ask Knutsford together to have a presence in the library, advertise more widely all the events. I never see Knutsford library events on any other notice boards or linked to other businesses, community groups, churches, etc.

I am also a volunteer with the [redacted] shop and are very grateful to Knutsford library for having us last year, it was very successful and brought footfall into the library due to our wide spread advertising /circulation. Do I ever see what the libraries offer on social media??? No

On behalf of the shops in Macclesfield, Wilmslow and Knutsford libraries, reducing opening hours between 9.30-4.30 would be nothing short of punishing all the charities that sell [redacted] through our shop. We don't charge, the charity gets 100% back for all cards sold, please can I ask you to talk to your library staff about the shop. I'm sure they will be keen to discuss the impact it has on them, why not encourage more pop up shops in the library ???

Think expansion not reduction of service, always the easy option to save money at costs to human health.

Email response #116

Date email received: 8 July 2023

Summary of content:

Opposition to the proposals.

Full email text:

Please don't cut back library access. The service is vital to the preservation of our quality of life and amenity.

Email response #117

Date email received: 8 July 2023

Summary of content:

Opposition to the proposals.

Full email text:

To whom it may concern

Reading your library proposals I'm struck by two things.

1) after covid it is more important than ever to encourage children to engage with socialised learning free from pressure, libraries are one of the ways this can be achieved.

2) libraries increasingly provide support for our most economically disadvantaged children and adults your proposed cuts would seem to treat all areas as equal, and don't take into account the demands of each area's demographic.

I strongly object to any reduction in public services, but I recognise that some choices have to be made if funds are not available from central gov (or the conservative councillors aren't sitting on funds for some bizarre desire to impress them). But here choice's don't seem to be taken your simply instituting a cut of 1.5 days regardless of need or demand.

Email response #118

Date email received: 9 July 2023

Summary of content:

Provides link to a study which shows English Libraries generate £34 billion each year. Opposition to the proposals, suggests having later opening times instead.

Full email text:

I would like to draw attention to the report below. This shows how libraries are a vital part of communities. Cutting access to the library will have a huge impact on so many vulnerable people.

Having worked for Cheshire Libraries for over 30 years I have first hand experience of how we have adapted to meet different needs within our community. From the families who attend Rhymetime each week to the ex-serviceman who spends hours each day working on our jigsaw puzzle it is a safe non judgemental and free resource.

Surely it would make far more sense to reduce opening hours of each day by a little rather than taking a whole day. For some people library staff are the only human contact they have and for the homeless it is a place where they can spend a few hours each day in a dry, warm place.

Of course libraries promote reading and literacy but they are so much more.

<https://www.theguardian.com/books/2023/jul/07/study-finds-english-libraries-generate-at-least-34bn-in-yearly-value>

Email response #119

Date email received: 9 July 2023

Summary of content:

Opposition to the proposals, particularly at Nantwich.

Full email text:

The Town Council has considered its response to your consultation on the proposals to amend the library services in Nantwich and would like the following to be taken into consideration:

1. In response to the options available of either having all libraries closed on the same day each week, or at least one library to be open in each group every day of the week the town council would wish for Nantwich library to remain open six days per week, and so would not choose either of the two options.
2. The town council strongly oppose the proposed new opening hours.

Supporting argument for the above responses – Nantwich library is the third busiest library in Cheshire East, and since covid the services delivered from the library have diversified. As well as working with local social prescribers and putting on free events for adults and children and helping combat social isolation and aiding maternal mental health, the library issue books in all formats, LP, audio and e books and E zines for those that need them.

In addition to putting on its own events it houses other groups such as the Family History Society and Morrison's Nutty Knitters. The library also provides a safe, welcoming workplace for tutors to work with excluded pupils as well as being a place where students can revise in relative quiet.

The library is a designated Warm Space, a welcoming hub for any enquiry. There is a Council Enquiry desk where the local community can obtain a blue badge, a bus pass, a discounted rail card etc. Enquiries range from reporting a street light, submitting evidence for a benefit claim to helping those that are homeless. Although some of these queries could be solved online, many in the community haven't got access to a PC, printer or have the knowledge or confidence to be able to complete such forms themselves. The public see the library as a place to get information regardless of its origin.

Staff at the library enable the digitally excluded to access the information themselves or book them in with a free IT buddy session of which there are currently three. The library has worked alongside the Good things Foundation to provide some residents with free tablets.

The library run many class visits during the year as well as visiting all the local primary schools, staff work alongside the high schools and Reaseheath College. Last Summer 600 children took part in the Summer Reading challenge at Nantwich Library and ensured that children's literacy didn't dip during the School Summer Holidays. Staff work alongside speech and language therapists to ensure that the story times and rhyme times encourage better communication and ensure school readiness.

The library has a collection of winter warm supplies which can be given to vulnerable residents when the weather gets colder, staff have also helped people receive funding and free school meal vouchers. Nantwich Library is the only CE library that issues Food Bank vouchers as it works closely with Damien at the Nantwich Food Bank. The library also holds a supply of Emergency Food boxes which are frequently asked for. Staff work with local charities such as Motherwell and collect Winter coats and school uniform to give to those unable to purchase their own.

Staff initiate DBS checks for anyone who has requested a DBS check via CE, so staff were instrumental in setting up hosts with Ukrainian guests. Nantwich Library has also worked closely with one Ukrainian lady who has been successful in obtaining a set of books written in Ukrainian, Nantwich Library will be the holding library of the books which we hope will promote Ukrainian culture and preserve the identity of our guests. The library also houses a selection of stationery and back packs, toiletries and free bus tickets for Ukrainian guests.

During Covid and the first lockdown, staff made roughly 700 calls to vulnerable residents to give advice, to help secure food parcels, arrange for prescription collection or in many cases, have someone to chat to. During the second lockdown staff made more calls and worked in the library in separate bubbles, operating a click and collect facility which was a lifeline for many. When the library reopened it saw an upturn in use by homeworkers who couldn't return to the office but were also unable to work at home.

Staff have the skills to help those children with reading difficulties to choose books which will interest and engage them.

Staff have the skills to communicate with and therefore help customers suffering from long term conditions such as dementia and mental health issues.

Staff have the skills to recognise those in the community that need more help and to find that help for them.

A reduction in opening hours in the library would have a detrimental effect on the community, with the potential of increasing costs for other Cheshire East service areas. The services currently provided by the library help to reduce the burden on services such as Adult and Childrens Social Services and the NHS.

Email response #120

Date email received: 9 July 2023

Summary of content:

Response from Councillor Mary Brooks, Macclesfield West & Ivy Ward. Asks a number of questions about the consultation.

Full email text:

I have filled an online response form but have additional concerns I wish to raise.

- 1) How will the proposals impact on the council's key objective of tackling health inequalities given the proposed reduction hours disproportionately impact on Crewe & Macclesfield Library in particular. These areas serve wards which are the most disadvantaged in the borough.
- 2) I am perplexed as to how the usage data informed the proposed opening hours -Crewe & Macclesfield library have by far the greatest visitors/members/council enquiries/computer use yet number of proposed hours of the libraries open is similar to Poynton and Wilmslow.
- 3) It is suggested that library users can continue to access other libraries when a specific library is closed but by and large it is admitted that public transport provision (the main way the most vulnerable and elderly would travel) is generally poor across the borough. This will further negatively impact on vulnerable, groups women and children accessing council services. Cost for bus fares. Widely varying opening times will be confusing and not easily remembered by the public
- 4) Assuming that demand for council advice services will continue at the same or higher level particularly in Crewe and Macc how will the demand on library staff be managed over 4 days?
- 5) Why is a proper strategic review not being conducted to ensure any restructured service meets other council objectives as improving health and wellbeing and the delivery of the Council's digital strategy (which according to the strategy states libraries will "be heavily" involved in. It seems these proposals are being rushed through without due consideration of the impact on the digital strategy and Health and wellbeing strategy. What's the point of doing a full customer survey in 2024 AFTER the reduction of opening hours have taken affect. The last survey was undertaken over 3 years ago pre -pandemic. Wouldn't it be better to do this now so that the public are truly co creators of any remodelled service have genuine in input and that we have accurate information to inform this redesign.

The forthcoming strategic leisure review could possible identify cross working and opportunities to use library spaces for eg Yoga, Mindfulness and bring some of

ESAR services closer to communities who may not be able to access ESAR leisure facilities due to lack of transport .

6) How has the wider impact on community groups been quantified and potential negative impacts on NHS poorer mental health and isolation . I also I note that the NHS work force plan aims to triple social prescribing link workers from 3000 to 9000 and H&W being coaches from 1000 to 6000 by 2036/7 . The obvious place for these workers to meet with groups and clients would be libraries.

7) Book Stock How will the cuts in book stock be determined- will it be cut across the board ? Would it be more desirable to protect childrens books for example given early learning is key to tackling inequality?

8) What will be the impact on the shared services with CWAC Bibliographic services, library management system, stock (reservable across both boroughs- Interlibrary loans)and education library service.

9) Has the wider financial impacts on Health being considered eg the impact on residents who use the libraries as Warms Spaces or safe spaces?

10) Why has the idea of volunteers supporting the service been dismissed the officer has stated that “there are no proposals as part of this review to consider the use of volunteers to maintain opening times.”

11) It is suggested that a mitigation measure around excluded or home schooled pupils who are tutored in libraries is that “grouping the library sites in geographical terms so that a site is always available for this and other similar purposes” I do not believe this is practical as my response in point 3. Does the councils have any data on how many such children may be educated in libraries. Negative impact on educational attainment will have wider costs.

12) Saving assumptions -are 75% of the costs reductions in this financial year and 25% in year 2 – could these cost reductions be staggered later over the lifetime of the budget so a proper redesign of service and consideration of wider impacts can be done rather than a rushed /arbitrary cutting of hours.

13) Why are building running costs not being considered here surely they should be part of this not just separately considered by another committee.

14) I think conversations with other agencies as to the potential of co location should have been conducted before specific opening times were proposed. Barclays already operate from Macc Library on a Monday , Weds and Friday yet the consultation proposes closing Macc a ½ day on a weds and 1 full day on a Friday! Perhaps there is also potential for CAB to relocate....

15) Finally will there be consideration of this recently published report as part of this process <https://www.theguardian.com/books/2023/jul/07/study-finds-english-libraries-generate-at-least-34bn-in-yearly-value>

Cllr Mary Brooks (Macclesfield West & Ivy Ward)

Email response #121

Date email received: 9 July 2023

Summary of content:

Opposition to the proposals. Emphasises that closing libraries goes against the council's priority of being "open".

Full email text:

I write this as both a Cheshire East resident and a member of library staff.

If libraries were just about books then the proposed drastic reduction in opening hours would be bad enough. Libraries are more than books.

CEC professes to be open - well not if libraries are closed, as so many of our residents welcome that face-to-face contact the libraries offer. Staff aren't hiding in a featureless office or working at home. Travelling to Crewe or Macclesfield only to be turned away because they haven't made an appointment is not the service customers expect and unfair.

Libraries are very green as the books we all share in are read by many people.

Libraries are open to everyone and I suspect they are the one statutory service, free at point of delivery that people choose to use.

These proposals would mean the lowest paid staff in the service would be unable to work full time. This could mean an additional cost to CEC if the affected staff have to claim benefits because of loss of income. So, no real saving there. Or maybe they're expected to try and find a bus or train or use a car to travel to a library that is open and needing staff so they can make their hours up. That would cost money and not really help the CEC green agenda.

Libraries support so many other CEC services, providing free meeting rooms and helpdesks and distributing various consultations and other printed matter . We've delivered hundreds of boxes of Winter Wellbeing supplies, that would have cost a great deal of money if done commercially.

So what else do libraries do?

- We support early years language, literacy and social skills to under-fives in our numerous activities
- Offer class visits to school age children to foster a love of reading and library instruction
- Provide free STEM activities to support digital inclusion
- Provide school holiday activities, for example, the Summer Reading Challenge that helps children maintain literacy during the long Summer holiday
- Access to a wide range of e-resources to support life-long learning, leisure and education
- Provide a Home Library Services to housebound residents
- Offer adult social, educational and leisure sessions
- Have meeting rooms for hire for local groups
- Provide after school activities
- Offer a welcoming safe space
- Support for local reading groups
- Free computer use for library members
- A neutral space for Social Care colleagues to meet clients
- A place for informal meetings
- Somewhere excluded students can receive education
- Provide a "working at home" space
- Access to Local and Family History research
- Customer Service Points, giving residents links to other CEC departments, help with DBS, Blue Badge and bus pass applications, assisting residents with links to benefit and Council Tax claims, directing homeless people to the help they need etc.
- Somewhere anyone can visit just to avoid being alone

There are probably more that I could name, but these are the most obvious.

I'm guessing there has been a huge response to this consultation, and whether it will make a difference I couldn't say.

Email response #122

Date email received: 9 July 2023

Summary of content:

Opposition to the proposals. Suggests proposals will have a negative impact on the charities ability to raise funds.

Full email text:

I am dismayed to learn that Cheshire East is proposing to reduce the opening hours of its libraries by 1.5 days a week, something which is most regrettable.

Wilmslow and Macclesfield libraries are vital locations for the Combined Charities Christmas Shops which have taken place annually for 41 and 30 years respectively, so far raising approx. £6M over some 50 years. These cuts would have a huge impact on the many charities involved as the shops provide their main source of income. Last year Cancer Research, the charity with which I was concerned, was able to raise just over £4,000. In addition during the weeks the shops are open I think more people than usual visit these libraries, thus becoming more aware of the facilities on offer.

Otherwise the libraries provide a valuable service in the community through the loan of books to the public of all ages, ie children as well as adults.

Computers are available for public use and invaluable for those of us who do not own one and I often use the ones in Wilmslow, Alderley Edge or Prestbury. In addition I do question whether it is necessary to update these computers so regularly and whether savings could be made so far as these items are concerned?

The libraries also provide ideal places for school children and students to work, to research projects and/or use reference books. During the six years I was studying for a degree through the OU I used Wilmslow library on an almost daily basis and found it invaluable.

Photocopying facilities are available too and a great asset for the public.

Returning to the proposed cuts I think the idea of closing for one day a week could be confusing and result in the public not being sure which day is involved - is it today or tomorrow or was it yesterday?!

Email response #123

Date email received: 9 July 2023

Summary of content:

Opposition to the proposals, particularly at Poynton.

Full email text:

Please can you add my support to maintain library services at Poynton. I hope opening hours to include Saturday mornings will continue to be beneficial for the Poynton community. The council can hopefully look at cost savings in other areas.

Email response #124

Date email received: 9 July 2023

Summary of content:

Opposition to the proposals.

Full email text:

Further to the consultation information on line. Cuts, cuts and more cuts. Austerity 2023! No cuts in public services can be supported, but it would seem have to be endured due to the constant reductions in budgets from central government.

During the pandemic the library services were amazing. When they could be open and help they were there to serve the public. Such an important service for old and young alike.

Email response #125

Date email received: 9 July 2023

Summary of content:

Response from Councillor Sue Adams. Opposition to the proposals. Supportive of maintaining hours at Disley. Suggests public transport is not good enough to travel between different libraries efficiently. Suggests the parish council will look at extra funding for Disley Library.

Full email text:

I am fully supportive of maintaining the current opening hours of Disley Library. The current opening pattern works well and fits in with other activities in the Disley Community Hub which support footfall in the library such as Saturday coffee mornings and the Cuppa an' a Chat Group on Wednesday mornings. Disley Library is a key partner for Disley Parish Council in the delivery of its Health and Wellbeing strategy and is vital to the mental and physical health of many Disley residents. It provides low level social contact for those who are isolated. The library computers are vital for supporting Cheshire East Council's policy of digital inclusion. The library is particularly important to children, parents of young children, and older people. Disley library is the only face to face point of contact with CEC services. There is no direct transport link from Disley to Poynton, so without the library residents without access to a car cannot access CEC services. Disley library helped to deliver Warm Places in the winter of 2022/23 working with Disley Parish Council. Parish Councillors are meeting with a senior member of library staff shortly to look at how the Parish Council can offer further non-financial support to Disley library.

I am sure that the points I have made above apply equally to other libraries across Cheshire East. Protecting library opening hours should be a high priority for the council. Customer needs have changed considerably in recent years and will continue to change in the future. I suggest that CEC needs to carry out a review of staffing and look at how the service can adapt to the changing needs of customers in the face of financial challenges. The role of today's library includes the provision of a range of services and activities and includes acting as a customer service centre for Cheshire East Council. Perhaps we need to think about working in a different way but reducing library opening hours needs to be avoided as service to library users should be the first priority.

When looking at the data for individual libraries, it would be useful to have analysis of performance which takes account of the number of people living in each library's catchment area, hours open and costs split between staff and accommodation.

Email response #126

Date email received: 9 July 2023

Summary of content:

Opposition to the proposals.

Full email text:

I would like to submit the following personal input related to the above topic:

- Falling in love with books can be life changing. Quite often, it happens at a young age whilst visiting the public library. In a way, a library is a very powerful (and cost effective way) of levelling up society.
- A library is so much more than just books, it is a true Community Hub with a very broad range of essential services. As we recover from the pandemic, the Community Hub function is critical for a town like Nantwich.
- I don't blame Cheshire East for the hard budget choices they are faced with. The root cause of the current situation are the funding cuts from Central Government.
- I would like our local MP to personally get involved and support INCREASING the opening hours rather than DECREASING them.

Email response #127

Date email received: 10 July 2023

Summary of content:

Opposition to the proposals, particularly at Macclesfield, and particularly at the larger libraries.

Full email text:

I write to express my opposition to the proposed reduction in the number of days per week for which Macclesfield Library is open and the proposed reduction in spending on new books.

The library service in Macclesfield serves a very substantial population, which has previously been recognised by the fact that, while many other libraries within the authority's area had been closed for between ½ and 1 ½ days per week, the library in Macclesfield has not been closed mid-week. The current proposals make no differentiation between those libraries serving smaller populations and those serving larger populations. Hence, the proposed very substantial reduction in the hours of the Macclesfield service.

Email response #128

Date email received: 10 July 2023

Summary of content:

Opposition to the proposal, particularly at Poynton.

Full email text:

The library in Poynton is very important for the community, especially for the young and old. A lot of activities including Books on Wheels occur on Thursdays and on Friday morning so I strongly oppose closure of the Poynton branch. I realise that the consultation is now closed and it is unfortunate that it came to my attention at this late stage but please take account of my very strong feelings on the topic.



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Equality Impact Assessment (EIA)

Engagement and our equality duty

Whilst [the Gunning Principles](#) set out the rules for consulting ‘everyone’, additional requirements are in place to avoid discrimination and inequality.

Cheshire East Council is required to comply with the Equality Act 2010 and the Public Sector Equality Duty. The Equality Act 2010 simplified previous anti-discrimination laws with a single piece of legislation. Within the Act, the Public Sector Equality Duty (Section 149) has three aims. It requires public bodies to have due regard to the need to:

- eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act, by consciously thinking about equality when making decisions (such as in developing policy, delivering services and commissioning from others)
- advance equality of opportunity between people who share a protected characteristic and people who do not share it, by removing disadvantages, meeting their specific needs, and encouraging their participation in public life
- foster good relations between people who share a protected characteristic and people who do not

The Equality Duty helps public bodies to deliver their overall objectives for public services, and as such should be approached as a positive opportunity to support good decision-making.

It encourages public bodies to understand how different people will be affected by their activities so that policies and services are appropriate and accessible to all and meet different people’s needs. By understanding the effect of their activities on different people, and how inclusive public services can support and open up people’s opportunities, public bodies are better placed to deliver policies and services that are efficient and effective.

Complying with the Equality Duty may involve treating some people better than others, as far as this is allowed by discrimination law. For example, it may involve providing a service in a way which is appropriate for people who share a protected characteristic, such as providing computer training to all people to help them access information and services.

The Equality Act identifies nine ‘protected characteristics’ and makes it a legal requirement to make sure that people with these characteristics are protected from discrimination:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnerships
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

Applying the equality duty to engagement

If you are developing a new policy, strategy or programme you may need to carry out an Equality Impact Assessment. You may be able to ascertain the impact of your proposal on different characteristics through desk-based research and learning from similar programmes, but you also need to carry out some primary research and engagement. People with protected characteristics are often described as ‘hard to reach’ but you will find everyone can be reached – you just need to tailor your approach, so it is accessible for them.

Contacting the [Equality and Diversity mailbox](#) will help you to understand how you can gain insight as to the impacts of your proposals and will ensure that you help the Council to comply with the Equality Act 2010 and the Public Sector Equality Duty.

Section 1 – Details of the service, service change, decommissioning of the service, strategy, function or procedure

Proposal Title	Library Services Review
Date of Assessment	05.06.2023 – in support of public consultation Revised 17.07.2023 - post consultation and in line with final service review proposals
Assessment Lead Officer Name	Christopher Allman
Directorate/Service	Place, Environment and Neighbourhood Services
Details of the service, service change, decommissioning of the service, strategy, function or procedure.	<p>The Council has a statutory duty to provide a comprehensive and efficient library service for all those who wish to make use of it. but can determine where and how this service is delivered to ensure the needs of residents are effectively met whilst ensuring best value.</p> <p>Cheshire East Council provides public libraries in 16 towns across the borough and operates a mobile library service to 93 communities more than 2 miles from a static service point. The service is held in high esteem by residents with the most recent survey recording a 96% satisfaction rate.</p> <p>Our public libraries are welcoming, safe and trusted community spaces open to all and free at the point of access, providing:</p> <ul style="list-style-type: none"> • A wide range of good quality book stock and digital resources including e-books, e-magazines and online subscriptions • Trusted information • Cheshire East Council Customer Service Points • Free internet access • Free Wi-Fi • Signposting to accredited advice and guidance • Learning and wellbeing opportunities • A range of activities and events for adults and children • Warm spaces <p>The Council is not proposing any library closures, but to ensure ongoing affordability of services across the borough, this proposal would reduce current opening hours of libraries during the week only and reduce the funding for purchase of new books and newspapers. Aligned to this and as part of the review</p>

	<p>seek options to co-locate library sites into other facilities and at the same time move forward with opportunities for additional income generation based within these sites. Proposals would consider options to work with Town and Parish Councils to mitigate impacts where viable.</p>
Who is Affected?	<p>Local residents – whilst retaining access in their local community to the range of library services, access may be restricted as libraries will close for more hours than currently, restricting access to books, information and other resources, free ICT access, study spaces, warm spaces, places to meet others and face to face council customer service support e.g. Blue Badge applications</p> <p>Library staff – reduction in opening hours will impact staffing numbers with posts deleted and/or reduced to deliver financial savings, as the majority of library staff are part time and paid on Grades 4-6 this potentially will result in financial hardship</p> <p>Volunteers – opportunities for IT Buddies, Duke of Edinburgh volunteers, work experience placements may be slightly reduced</p> <p>Elected members, town and parish councillors & MPs – minimal reduction in opportunities for surgeries or meetings with constituents although as the majority of these are on Saturday mornings or early evening and these hours have been retained at all sites.</p> <p>CAB – library staff have been trained as preferred referrers to assist CAB with current demand, the time available for this may be reduced</p> <p>Work Club partners – minimal reduction in opportunities to meet with/support those looking for work/training as sites.</p> <p>Health colleagues – minimal reduction in opportunities to run clinics; awareness sessions; classes in a safe accessible space in local community</p> <p>Room hirers – some reduction in availability of accessible inexpensive meeting rooms</p> <p>The public consultation provided details on the impact that the proposed changes would have upon all stakeholders. The feedback from the consultation and resulting assessment of the impact of these upon all groups has informed a change to opening hours that mitigates much of this.</p>

<p>Links and impact on other services, strategies, functions or procedures.</p>	<p>Libraries currently deliver most of the Council’s face to face customer service functions e.g. concessionary travel applications, Blue Badge applications, council payments, DBS checks, benefit verification etc.</p> <p>The revised opening hours retain access to these in the current 16 locations and by reinstating 31 opening hours of the original proposed reduction whilst access will be slightly reduced there will still be opportunity for residents to access these important services on the same number of days as they would have done previously. Any reduction in opening hours will particularly impact the digitally excluded who are unable to access services online but by reinstating some hours across the majority of sites and by reducing the number of days libraries are closed this will mitigate much of this.</p> <p>Libraries will operate an appointment-based service for customer service point and in particular functions the Council does provide. The Council does have an overarching Digital and Customer Service strategy that details the way people can interact with the council and how this will be developed over time to address changing technologies.</p>
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<p>How does the service, service change, strategy, function or procedure help the Council meet the requirements of the Public Sector Equality Duty?</p>	<p>The Public Sector Equality Duty is a legal requirement contained within the Equality Act 2010 which requires public authorities and others carrying out public functions to have due regard to the need to:</p> <ul style="list-style-type: none"> • Eliminate unlawful discrimination, harassment, and victimisation • Advance equality of opportunity between people who share a protected characteristic and those who do not • Foster good relations between people who share a protected characteristic and those who do not to assist those facing discrimination, harassment, and discrimination. <p>Cheshire East public libraries are, safe, and trusted community spaces, open to all and free to access. The services provided includes the following:</p> <ul style="list-style-type: none"> • A wide range of good quality book stock and digital resources including e-books, e-zines and online subscriptions • Trusted information • Cheshire East Council Customer Service Points • Free internet access • Free Wi-Fi • Signposting to accredited advice and guidance • Learning and wellbeing opportunities • A range of activities and events for adults and children <p>Through its comprehensive book stock, displays and activities/events e.g. mental health reading groups, Dementia café, community coffee mornings, the service seeks to provide opportunities to demystify stigma and breakdown barriers.</p>
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	This proposal will continue to see these services provided across all libraries in Cheshire East albeit in a reduced way as the reduction in the book fund will restrict the purchase of new books and e-resources and reduced opening hours and staffing levels may limit the number of events/activities held in future.
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Section 2- Information – What do you know?

What do you know?	What information (qualitative and quantitative) and/or research have you used to commission/change/decommission the service, strategy, function, or procedure?
Information you used	<p>Library membership data and performance data from the previous 12 months including:</p> <ul style="list-style-type: none"> • visitor figures • circulation statistics including issues, returns, renewals, downloads • PC usage • Number of events and activities • attendance at events • enquiries <p>has been used to inform the service design. In addition, conclusions from the last library survey conducted by Cheshire East Council were used to gauge opinion of the library service and influence strategy. The last survey was undertaken in December 2019 and demonstrated that satisfaction with the service overall remained extremely high at 95%. This also provided useful information as to what residents use the library service for and how often:</p> <ul style="list-style-type: none"> • 75% of library members main reason for visiting was to borrow, return, renew or buy books • 38% visiting to browse, relax, read or use the toilet have • 27% to use a PC, Wi-Fi or study • 26% to get help or find information • 10% to access council services <p>However, the survey shows that people with some protected characteristics are more likely to use some of these services e.g families with children were more likely to borrow books and attend library events whilst those with long term health issues and disabilities were more likely to use the PCs, printing facilities and Wi-Fi. People who described themselves as not White British were more likely to use libraries for browsing, reading and relaxing. Getting help and information rose from 26% to 40% in those who were aged 75</p>

	<p>plus and from 26% to 34% for those who had a disability. Similarly using the library to access council services increased from 10% to 25% for those over the age of 75 and from 10% to 24% for those with a disability.</p> <p>It informed us that females were more likely to attend events than males and non-White British respondents were generally more interested in participating in events than others.</p> <p>The survey also identified barriers to use, these included: limited range of books, car parking availability and cost and opening hours not being suitable. When asked about the possibility of extending opening hours using an unstaffed self-service model most respondents were against this and this was more likely amongst older people and females.</p> <p>Most recently further data analysis has been undertaken around usage of individual sites and a scoring matrix compiled incorporating key site data alongside public health considerations.</p>
Gaps in your Information	<p>It is acknowledged that the last detailed survey was undertaken over 3 years ago and that the impact of the pandemic and the cost-of-living crisis may well have affected usage. A full library user survey will be conducted in 2024 to assess the impact of these along with capturing customer satisfaction and identifying any areas for improvement or service enhancements.</p> <p>Feedback from the public consultation, that ran from 09.06.2023-09.07.2023, along with specific comments received as part of the engagement with town and parish councils and other stakeholders, has been used to revise the pattern of opening hours across each library site. This includes an assessment as to the impact on specific events and activities of the revised opening hours.</p>

3. What did people tell you?

What did people tell you	What consultation and engagement activities have you already undertaken and what did people tell you? Is there any feedback from other local and/or external regional/national consultations that could be included in your assessment?
Details and dates of the	Cheshire East Council's Budget Consultation in January 2023 received 2,000+ responses a significant number of which related to the proposal to reduce library opening hours and withdraw the mobile library service. As a result of this feedback the library proposal was

consultation/s and/or engagement activities	<p>amended to safeguard evening and Saturday morning opening and the proposal to withdraw the mobile library service was overturned with savings target adjusted.</p> <p>Following the approval of the MTFS further work was undertake in preparation for a public consultation on the proposed detail of the library service review and in particular the revised opening hours.</p> <p>Following a meeting with Officers from the Department of Culture, Media & Sport (DCMS), acting as a “critical friend”, the public consultation on the proposal to reduce library opening hours was amended in part to provide more information on who is using the library service and what they are using libraries for.</p> <p>The original proposal was further revised because of the analysis of feedback from the recent public consultation which ran between Friday 09.06.2023 and Sunday 09.07.2023. The consultation received 2,920 responses in addition to specific comments from engagement with the town and parish councils and other stakeholders and library staff engagement sessions held on multiple dates as follows: 04 - 05.01.2023; 13.02.2023 and 05.06.2023</p> <p>A further engagement session was held with DCMS on 13.07.2023 to discuss the outcomes from the consultation and how these would change the proposal now presented as final.</p>
Gaps in consultation and engagement feedback	<p>Consultation responses were invited from anyone who wished to respond, with the consultation being heavily promoted within the Cheshire East libraries that the proposals would potentially impact As part of this library service specific public consultation, partners including NHS and voluntary & faith sector colleagues and representatives from those groups with protected characteristics who use the library on a regular basis e.g. Good Vibrations (Dementia music group) were communicated with to ensure they were aware of the consultation and able to feedback. There were both paper and digital consultation documents.</p> <p>The consultation was not run as a referendum nor as a statistically robust random sample survey. 98% of the respondents to the consultation were library users.</p>

	<p>Public consultation ran from Friday 09.06.2023 to Sunday 09.07.2023 and received 2,961 consultation engagements, including:</p> <ul style="list-style-type: none"> • 2,470 online survey responses • 306 paper survey responses (from 1,140 distributed in total) • 128 email responses • 41 social media engagements • 3 letter responses • 16 event attendees <p>Further to these engagements there were 2 other key events that took place in relation to the consultation, a “Read in” protest at Alsager library attended by 179 people and a question in the House of Commons raised by Fiona Bruce MP and responded to by Penny Mordaunt MP.</p> <p>A full consultation report has been produced and published to the Council’s webpages [link].</p>
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4. Review of information, consultation feedback and equality analysis

Protected characteristics groups from the Equality Act 2010	What do you know? Summary of information used to inform the proposal	What did people tell you? Summary of customer and/or staff feedback	What does this mean? Impacts identified from the information and feedback (actual and potential). These can be either positive, negative or have no impact.
Age	Library membership data, local demographic data	<p>Many children and families use the library service to borrow books and attend events/participate in activities. A number of young people are tutored each day in libraries.</p> <p>A number of families that choose to home educate their children use the library to access resources and as a place to foster collaboration and encourage social interaction</p> <p>A significant number of older people use the library to borrow books, access help, information and council services</p>	<p>Children who visit the library independently will still be able to do so as the revised proposal not only retains all the existing libraries but removes the half day closure by opening at 10.00am across 4 days each week.</p> <p>Excluded pupils tutored in the library and the home educated may be disproportionately affected by a reduction in opening hours but this has been mitigated by the removal of the proposed half day closure at all sites plus the reinstatement of half a day at the 5 highest ranked sites with additional small amounts of time being reinstated at other sites at busier times.</p> <p>Older people may choose to visit libraries more frequently, they may have difficulty travelling to other libraries, they may lack access to library digital provision, potential loss of social interaction at times libraries are closed.</p>

			There is a risk that children, families and older people may feel isolated because of losing some of their social interaction. The revised proposal mitigates this by reducing the number of half days closed by opening later each morning excluding Saturday to provide access across the same number of days as previously. The revised proposal also maintains the programme of activities and events that residents told us were important to them by adjusting timings if necessary.
Disability	The library service doesn't hold comprehensive data on the disability needs of its members or wider users. Census 2021 will provide % of people disabled under the Equality Act	People with long term health conditions and disabilities use the library to access council services e.g. apply for concessionary travel, Blue Badges, access information e.g. Books on Prescription, attend events e.g. Crafternoon, Adult Colouring, Dementia Café.	As the revised proposal retains all the existing libraries over the same number of days as currently residents should still be able to access these services within their local community. People with this protected characteristic may find it difficult to travel to other libraries, particularly as accessible travel may be limited. People with learning difficulties and people who are neuro diverse or people with dementia may be impacted if they rely on their visit to the library being a familiar place they may prefer not to travel to other libraries. 15% of those responding to the recent public consultation reported their day to day activities being impacted by a long term health condition or disability.

			Feedback from the consultation has informed a revision to the programme of events and activities which will see these maintained albeit it some timings will need to be adjusted.
Gender reassignment	The library service doesn't hold gender re-assignment membership data. Census 2021 data could be used for population gender identity data	NA	There is no evidence that there will be a detrimental impact for people with this protected characteristic.
Pregnancy and maternity	The library service doesn't collect pregnancy membership data	Post-natal clinics held at some libraries, Baby Bounce, Rhymetimes and Stories and Songs attended by many mothers on maternity leave, offering support on parenting and benefitting their mental health by meeting with others with the shared characteristic	As the proposal retains all existing libraries residents with this characteristic should still be able to access these activities within their local community. The revised proposal maintains opening across the same number of days as currently although the libraries will open later on weekdays the existing events and activities will be maintained albeit timings may need to be adjusted.
Race/ethnicity	The library service doesn't hold full and comprehensive data on race of its members or wider users. The membership form requests it but there is no obligation to provide this. Census 2021 will provide ethnicity data	The library survey and data collected for the Good Things Foundation as part of UK Online Centres and for the Homes for Ukraine project shows that people of many different ethnicities use libraries to find information and advice, use PCs, access Wi-Fi and socialise	As the proposal retains all the existing libraries residents with this characteristic will still be able to access these services within their local community. Although libraries will open later on weekdays and may close earlier on one day they will retain the number of days open each week therefore mitigating any impact.
Religion or belief	The library service doesn't collect religion membership data. Census 2021 will provide ward data	NA	There is no evidence that there will be a detrimental impact for people with this protected characteristic.

Sex	Membership data and Census 2021	More women than men currently use the library service to borrow books and groups are predominantly attended by children, and women	Women will be impacted more than men as more women use library services. However, the revised proposal retains the number of days each week sites are currently open.
Sexual orientation	The library service does not collect sexual orientation data. Census 2021 will provide population sexual orientation data	NA	There is no evidence that there will be a detrimental impact for people with this protected characteristic. However, as the library is an inclusive and welcoming place some individuals with this protected characteristic may be using it as somewhere in the community, they feel safe.
Marriage and civil partnership	The library service does not collect marriage and civil partnership data	NA	There is no evidence that there will be a detrimental impact for people with this protected characteristic.

5. Justification, Mitigation and Actions

Mitigation	What can you do? Actions to mitigate any negative impacts or further enhance positive impacts
<p>Please provide justification for the proposal if negative impacts have been identified?</p> <p>Are there any actions that could be undertaken to mitigate, reduce or remove negative impacts?</p> <p>Have all available options been explored? Please include details of alternative options and why they couldn't be considered?</p>	<p>Identified mitigations include:</p> <ul style="list-style-type: none"> libraries will open at 10am on weekdays to remove the need for the half day closure a further half day opening will be reinstated at the 5 libraries ranked highest on the scoring matrix additional smaller amounts of time will be reinstated at other sites at busier times signposting to alternative library provision e.g. other libraries open with in the borough on a particular day providing travel information to assist in getting to other sites e.g. bus timetables, car parking information promoting library and wider council digital services

Please include details of how positive impacts could be further enhanced, if possible?	<ul style="list-style-type: none"> • offering customer service point appointments • access to Home Library Service if appropriate • investigate expanding outreach provision in partnership • extend Home Library Service to include children and adults with long term health issues/disabilities • working across teams and services the council will look to try and mitigate any negative impacts due to adoption of any of the proposals
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6. Monitoring and Review


Monitoring and review	How will the impact of the service, service change, decommissioning of the service, strategy, function or procedure be monitored? How will actions to mitigate negative impacts be monitored? Date for review of the EIA
Details of monitoring activities	A full library user survey will be conducted in 2024 post implementation of the proposed service changes to assess their impact. This will also inform the planned production of a new Library Strategy.
Date and responsible officer for the review of the EIA	This review has been undertaken by Chris Allman, Head of Neighbourhood Services, supported by other officers as required. The document has been updated to reflect the outcomes of the public consultation process and the final proposals on opening hours.

7. Sign Off

When you have completed your EIA, it should be sent to the [Equality, Diversity and Inclusion Mailbox](#) for review. If your EIA is approved, it must then be signed off by a senior manager within your Department (Head of Service or above).

Once the EIA has been signed off, please forward a copy to the Equality, Diversity and Inclusion Officer to be published on the website. For Transparency, we are committed to publishing all Equality Impact Assessments relating to public engagement.

Name	Tom Shuttleworth, Interim Director of Environment & Neighbourhoods
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Signature	
Date	18.07.2023

8. Help and Support

For support and advice please contact EqualityandInclusion@cheshireeast.gov.uk

Cheshire East libraries- the impact on regular activities and events of proposed changes to opening hours and mitigations

In addition to impacting when someone can borrow/return books, use a PC, or study in the library, opening hours determine when activities and events can be delivered. Many library events deliver on health and wellbeing outcomes; digital inclusion; culture and creativity and informal learning and benefit both adults and children.

Consultation feedback and anecdotal evidence from Social Prescribers and other colleagues has demonstrated the importance of these free or low cost activities to many Cheshire East residents.

It is therefore important to consider the impact of any changes to opening hours on the existing programme of activities at each site – which are set out later in this document.

Members of the library management team will meet with the staff members responsible for leading the groups/activities and the volunteers who assist them to confirm that the alternative times suggested below are suitable. If the consensus is that these aren't suitable, we'll seek to find a more appropriate time.

Following this the Library Manager will contact regular attendees of each session and arrange to meet with them at their next event to explain how and when the session will be changing.

Changes to dates and times will be communicated via the library webpages, CE Libraries News, social media, site information screens and amended on the Live Well database.

Room hirers will also be contacted individually by the Library Manager to discuss how their access may be impacted when opening hours change.

Group	Library	Opening Hours	Mon	Tues	Weds	Thurs	Fri	Proposed Hours Reduction
A	Crewe	Current	09:00 - 18:00	09:00 - 18:00	09:00 - 18:00	09:00 - 18:00	09:00 - 18:00	N/A
		Consultation	09:00 - 18:00	09:00 - 18:00	CLOSED	09:00 - 13:00	09:00 - 18:00	14 hours
		Final Proposal	10:00 - 18:00	10:00 - 18:00	10:00 – 13:00	10:00 - 18:00	10:00 - 18:00	10 hours
		Consultation proposal to close Wednesday and Thursday afternoon would have impacted 5 out of 16 regular activities with the following planned mitigations; <ol style="list-style-type: none"> 1. After hours reading group Wednesdays 6.30-7.30 pm although run by a member of staff in a volunteer capacity after work it is considered unlikely they will come in if they've not been in work, potential to move to another day they are in work 2. Baby bounce Wednesdays 10.00-10.30am, difficult to find alternative morning 3. Crafternoon tea alternate Thursdays 2.00-4.00pm, move to Tuesday 4. Games club for adults alternate Thursdays 2.00-4.00pm, move to Tuesday 5. Learn My Way basic computer skills Wednesdays 2.00-4.00pm, move to Mondays Final Proposal to open at 10am and close at 1pm on Wednesday only impacts activity 1 After hours reading group						
	Nantwich	Current	09:00 - 17:00	09:00 - 19:00	09:00 - 17:00	09:00 - 17:00	09:00 - 17:00	N/A
		Consultation	09:00 - 13:00	09:00 - 17:00	09:00 - 17:00	09:00 - 19:00	CLOSED	12 hours
		Final Proposal	10:00 - 17:00	10:00 - 19:00	10:00 - 17:00	10:00 - 17:00	10.00 – 13:00	9 hours
		Consultation proposal - to close Friday and Monday afternoon would have impacted 5 out of 23 regular activities with the following mitigations planned; <ol style="list-style-type: none"> 1. Book lovers group Fridays monthly 2.00-3.00pm, this group could move to Monday or Wednesday afternoon 2. Italian conversation 3.30-4.45pm Fridays weekly, may move to another afternoon if volunteer available 3. Stories & songs Fridays weekly 11.00-11.30am could move to Mondays 4. Welsh for beginners Mondays weekly 2.00-3.00pm, may move to another day if volunteer available 5. Welsh intermediate class Mondays weekly 3.00-4.00pm, may move to another day if volunteer available Final proposal - to open at 10am and close at 1pm on Fridays impacts only activities 1 and 2 from the above list with the same mitigations proposed.						

Group	Library	Opening Hours	Mon	Tues	Weds	Thurs	Fri	Proposed Hours Reduction
B	Alsager	Current	09:00 - 17:00	09:00 - 19:00	09:00 - 17:00	09:00 - 17:00	09:00 - 17:00	N/A
		Consultation	09:00 - 17:00	09:00 - 19:00	09:00 - 13:00	CLOSED	09:00 - 17:00	12 hours
		Final Proposal	10:00 - 17:00	10:00 - 18:00	10:00 - 17:00	10:00 – 13:00	10:00 - 17:00	10 hours
		<p>Consultation proposal to close full day Thursday and Wednesday afternoons, wouldn't have impacted of any of the 12 regular activities run by library staff, but would impact 3 groups that hire the meeting room during the day on Thursdays</p> <p>Final proposal to open at 10am and close on Thursday afternoon doesn't impact any library events and would just impact 1 meeting room hirer.</p>						
	Congleton	Current	09:00 - 19:00	09:00 - 17:00	09:00 - 17:00	09:00 - 17:00	09:00 - 17:00	N/A
		Consultation	09:00 - 19:00	09:00 - 17:00	09:00 - 13:00	09:00 - 17:00	CLOSED	12 hours
		Final Proposal	10:00 - 19:00	10:00 - 17:00	10:00 - 17:00	10:00 - 17:00	10.00 – 13:00	9 hours
		<p>Consultation proposal to close full day Friday and Wednesday afternoon would have impacted 2 out of 14 regular activities</p> <p>Mitigations:</p> <ol style="list-style-type: none"> 1. Crafternoon tea currently alternate Wednesdays 2.00-3.30pm could move to Monday, but would clash with another event 2. Crafty natter currently alternate Wednesdays 2.30-3.30pm could move to Tuesday, but would clash once per month with another event <p>Final proposal to open at 10am and close at 1pm on Fridays doesn't impact any of the regular activities.</p>						

Group	Library	Opening Hours	Mon	Tues	Weds	Thurs	Fri	Proposed Hours Reduction
C	Holmes Chapel	Current	09:30 - 17:00	09:30 - 17:00	09:30 - 13:00	09:30 - 19:00	09:30 - 17:00	N/A
		Consultation	09:30 - 17:00	09:30 - 17:00	CLOSED	09:30 - 19:00	09:30 - 13:00	7.5 hours
		Final Proposal	10:00 - 17:00	10:00 - 17:00	CLOSED	10:00 - 18:00	10:00 - 17:00	6.5 hours
		<p>Consultation proposal to close full day Wednesday and Friday afternoon would have impacted 3 of 9 regular activities with the planned mitigation as follows;</p> <ol style="list-style-type: none"> 1. Stories & songs Wednesdays 11.00 – 11.30am move to Tuesday morning 2. Make friends with a book Fridays 2.00-3.30pm would struggle to find another afternoon 3. Barclays room hire impacted by closure on Friday afternoon <p>Final proposal to open at 10am and close on Wednesday impacts only activity 1 from the above list with the same mitigations proposed.</p>						
	Middlewich	Current	09:30 - 17:00	09:30 - 17:00	CLOSED	09:30 - 19:00	09:30 - 17:00	N/A
		Consultation	09:30 - 13:00	09:30 - 17:00	CLOSED	09:30 - 19:00	09:30 - 17:00	4 hours
		Final Proposal	10:00 - 17:00	10:00 - 17:00	CLOSED	10:00 - 18:00	10:00 - 17:00	3 hours
		<p>Consultation proposal to remain closed on Wednesdays and close additional Monday afternoon would have impacted;</p> <ol style="list-style-type: none"> 1. Learn My Way computer course, Mondays weekly 2.00-4.00pm, difficult to find an alternative afternoon <p>Final proposal mitigates the impact on activity 1 above so this can continue unaffected. The 10am opening time impacts the 3 pre-school sessions starting at 10am, Mini Builders, Rhymetime & Stories and Songs. These sessions will now start 30mins later and run from 10.30-11.00am</p>						

C	Library	Opening Hours	Mon	Tues	Weds	Thurs	Fri	Proposed Hours Reduction
	Sandbach	Current	09:00 - 17:00	09:00 - 17:00	09:00 - 19:00	09:00 - 17:00	09:00 - 17:00	N/A
		Consultation	09:00 - 17:00	09:00 - 17:00	09:00 - 19:00	CLOSED	09:00 - 13:00	12 hours
		Final Proposal	10:00 - 17:00	10:00 - 17:00	10:00 - 18:00	10:00 - 13:00	10:00 - 17:00	10 hours
		<p>Consultation proposal to close full day Thursday and from 1pm on Friday would have impacted 1 of 9 regular events;</p> <ol style="list-style-type: none"> 1. Story & craft for pre-school children Thursdays 10.30-11.00am, difficult to find another morning slot <p>Final proposal to open at 10am, reduce evening closing from 7pm to 6pm and close at 1pm on Thursdays doesn't impact any regular library activities</p>						
D	Alderley Edge	Current	CLOSED	09.30 - 13.00	09.30 - 17.00	09.30 - 17.00	CLOSED	N/A
		Consultation	CLOSED	09.30 - 13.00	09.30 - 17.00	CLOSED	09.30 - 17.00	0 hours
		Final Proposal	CLOSED	09.30 - 13.00	09.30 - 17.00	CLOSED	09.30 - 17.00	0 hours
		<p>Consultation proposal to change Thursday opening to Friday instead to complement pattern of hours at Wilmslow. This impacts three regular activities with the following planned mitigations;</p> <ol style="list-style-type: none"> 1. Stories & Songs currently Thursdays 10-10.30 would move to Fridays 2. Baby Bounce currently Thursdays 2-2.30 pm would move to Fridays 3. Reading Group currently Thursdays 3.30 -4.30 pm would move to Fridays <p>Final proposal has no impact on the above.</p>						

D	Library	Opening Hours	Mon	Tues	Weds	Thurs	Fri	Proposed Hours Reduction
	Handforth	Current	09.30 - 17.00	09.30 - 19.00	CLOSED	09.30 - 17.00	09.30 - 17.00	N/A
		Consultation	09.30 - 13.00	09.30 - 19.00	CLOSED	09.30 - 17.00	09.30 - 17.00	4 hours
		Final Proposal	10.00 - 17.00	10.00 - 18.00	CLOSED	10.00 - 17.00	10.00 - 17.00	3 hours
		<p>Consultation proposal to retain Wednesday closed and close additional Monday afternoon. No impact on 9 regular activities.</p> <p>Final proposal impacts 2 library activities, with the following proposed mitigations;</p> <ol style="list-style-type: none"> 1. Community coffee morning on Fridays 10.00- 11.30am, will need start at 10.30 am 2. Book lovers group on Tuesdays, monthly 5.30-6.30 pm will need to change to a 4.45-5.45pm time slot 						
	Knutsford	Current	09:00 - 17:00	09:00 - 19:00	09:00 - 13:00	09:00 - 19:00	09:00 - 17:00	N/A
		Consultation	09:00 - 17:00	09:00 - 19:00	09:00 - 13:00	CLOSED	09:00 - 17:00	10 hours
		Final Proposal	10:00 - 17:00	10:00 - 18:00	10:00 - 17:00	10:00 – 13:00	10:00 - 17:00	8 hours
		<p>Consultation proposal to close full day Thursday and Wednesday afternoon impacted on 2 out of 7 activities which are monthly with the following planned mitigations;</p> <ol style="list-style-type: none"> 1. Book group Thursdays monthly 2.15-3.15pm move to Tuesdays 2. Crafters Thursdays monthly 2.30-3.30pm move to Tuesdays <p>Final proposal to open at 10am and close at 1pm on Thursdays doesn't impact any library activities.</p>						

D	Library	Opening Hours	Mon	Tues	Weds	Thurs	Fri	Proposed Hours Reduction
	Wilmslow	Current	09.00 - 17.00	09.00 - 17.00	09.00 - 17.00	09.00 - 19.00	09.00 - 17.00	N/A
		Consultation	09.00 - 17.00	09.00 - 13.00	09.00 - 17.00	09.00 - 19.00	CLOSED	12 hours
		Final Proposal	10.00 - 17.00	10.00 - 17.00	10.00 - 17.00	10.00 - 19.00	10.00 – 13:00	9 hours
		<p>Consultation proposal to close Friday and Tuesday afternoon would have impacted on 2 out of 12 regular activities, as follows;</p> <ol style="list-style-type: none"> 1. IT Buddy sessions Fridays weekly 1.30-3.30pm could move to Mondays if volunteer available 2. Wilmslow Wordsmiths, creative writing Fridays monthly 10.30-11.45am could move to Wednesdays <p>Final proposal to open at 10am and close at 1pm on Fridays impacts only activity 1 of the above list with the same proposed mitigation.</p>						
E	Disley	No changes being proposed						0 hours
	Poynton	Current	09.00 - 17.00	09.00 - 19.00	09.00 - 17.00	09.00 - 17.00	09.00 - 17.00	N/A
		Consultation	09.00 - 17.00	09.00 - 19.00	09.00 - 17.00	CLOSED	09.00 - 13.00	12 hours
		Final Proposal	10.00 - 17.00	10.00 - 18.00	10:00 – 13:00	10.00 - 17.00	10.00 - 17.00	10 hours
		<p>Consultation proposal to close Thursdays and on Friday afternoons would have impacted 2 out of 4 regular activities a follows;</p> <ol style="list-style-type: none"> 1. Lego/Duplo Club Fridays monthly 1.00-2.00pm 2. Rhymetime Thursdays weekly 10.30-11.00am <p>Final proposal to open at 10am, reduce evening opening from 7pm to 6pm and close at 1pm on Wednesday doesn't impact any regular activities.</p>						

F	Bollington	Current	CLOSED	09.30 - 19.00	09.30 - 17.00	09.30 - 17.00	09.30 - 17.00	N/A
		Consultation	CLOSED	09.30 - 19.00	09.30 - 17.00	09.30 - 13.00	09.30 - 17.00	4 hours
		Final Proposal	CLOSED	10.00 - 18.00	10.00 - 17.00	10.00 - 17.00	10.00 - 17.00	3 hours
		<p>Consultation proposal to remain closed on Mondays and close additional Thursday afternoon impacted 1 of 11 regular activities as follows;</p> <ol style="list-style-type: none"> 1. Story & tea currently Thursdays 2.00-3.00 pm would move to Wednesday or Friday afternoons <p>Final proposal to open at 10am and close at 6pm on Tuesdays instead of 7pm impacts 2 evening reading groups with the following planned mitigations;</p> <ol style="list-style-type: none"> 1. First Tuesday evening reading group Tuesdays monthly 6.00-7.00pm, option to move forward by 1 hr 2. Third Tuesday evening reading group Tuesdays monthly 6.00-7.00pm, option to move forward by 1 hr 						
	Macclesfield	Current	09.00 - 19.00	09.00 - 19.00	09.00 - 17.00	09.00 - 19.00	09.00 - 17.00	N/A
		Consultation	09.00 - 19.00	09.00 - 17.00	09.00 - 13.00	09.00 - 17.00	CLOSED	16 hours
		Final Proposal	10.00 - 19.00	10.00 - 17.00	10.00 - 17.00	10.00 - 19.00	10.00 - 13:00	10 hours
		<p>Consultation proposal to close full day Friday and Wednesday afternoon produced no impact on 11 regular activities. However, Janitor will be required to let Barclays customers in on the afternoon they've hired the meeting room if library closed.</p> <p>Final proposal does not have any impact on regular activities.</p>						
	Prestbury	No changes being proposed						0 hours

Appendix D - Site Assessment Matrix

Library Site	Visitors		Issues		Registered Members		Computer Use		Council Enquiries		Adult Event Attendees		Childrens Event		Public Health Factors					Total Score	Site Rank
	Value	Score	Value	Score	Value	Score	Value	Score	Value	Score	Value	Score	Value	Score	Tartan Rug	Joint Outcomes Framework	Poverty & Income	Children & Young People	Older People		
Alderley Edge	9,559	1	10,904	1	1,553	1	89	1	119	1	187	1	1,980	1	1	1	1	1	1	12	15
Alsager	64,368	3	111,375	3	5,950	3	1,281	2	2,663	5	1,109	3	6,671	4	1	2	2	2	1	31	7
Bollington	23,069	1	66,392	2	3,258	2	515	1	339	1	981	2	5,490	3	1	1	1	1	1	17	13
Congleton	97,262	4	133,823	4	8,970	4	3,344	4	2,863	5	2,184	5	9,201	5	2	2	2	3	2	42	4
Crewe	154,399	5	184,620	5	15,592	5	7,942	5	2,968	5	1,924	4	16,046	5	4	4	4	4	3	53	1
Disley	30,530	2	25,119	1	1,697	1	469	1	219	1	409	1	4,141	3	1	1	1	1	1	15	14
Handforth	29,092	2	45,849	2	4,000	2	1,084	2	629	2	588	2	3,541	2	2	1	3	1	3	24	9
Holmes Chapel	59,926	3	92,830	3	4,415	2	1,221	2	496	1	1,362	3	4,508	3	1	1	1	1	1	22	12
Knutsford	60,051	3	112,382	3	6,355	3	1,588	2	2,297	4	1,984	4	7,939	4	2	1	1	1	2	30	8
Macclesfield	154,960	5	264,863	5	18,338	5	6,634	5	3,229	5	2,117	5	9,485	5	4	3	4	2	3	51	2
Middlewich	36,556	2	53,693	2	3,993	2	1,332	2	476	1	761	2	6,216	4	2	2	1	2	2	24	9
Nantwich	127,614	5	170,710	5	10,678	5	2,355	3	2,729	5	3,008	5	8,660	5	2	2	2	2	3	44	3
Poynton	48,486	2	135,924	4	6,782	3	1,139	2	708	2	421	1	7,601	4	1	1	1	1	2	24	9
Prestbury*	Not in scope of review																				
Sandbach	69,219	3	119,084	4	7,660	4	2,137	3	1,320	2	394	1	6,428	4	3	2	2	2	2	32	6
Wilmslow	89,981	4	155,352	5	9,067	4	2,449	3	1,653	3	795	2	9,264	5	2	2	3	1	1	35	5

Band 1 sites scoring 35 or above

Band 2 sites scoring between 20-35

Band 3 sites scoring 20 or less

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Appendix D - Site Assessment Matrix - Score Weightings

Library Usage Data							
Score	Visitors	Issues	Members	Computer Use (Hours)	Enquiries	Adults Events	Childrens Events
1	<25,000	<37,500	<2,500	<1,000	0 - 625	<500	<2,000
2	25,000 - 50,000	37,500 - 75,000	2,500 - 5,000	1,000 - 2,000	625 - 1,250	500 - 1,000	2,000 - 4,000
3	50,000 - 75,000	75,000 - 112,500	5,000 - 7,500	2,000 - 3,000	1,250 - 1,875	1,000 - 1,500	4,000 - 6,000
4	75,000 - 100,000	112,500 - 150,000	7,500 - 10,000	3,000 - 4,000	1,875 - 2,500	1,500 - 2,000	6,000 - 8,000
5	100,000+	150,000+	10,000+	4,000+	2,500+	2,000+	8,000+
Public Health Factors - by associated Wards							
Score	Tartan Rug		Joint Outcomes Framework		Poverty & Income	Children & Young People	Older People
1	None		None		None	None	None
2	Worst for one / 2nd worst multiple		Significantly worse - one		One	One	One
3	Worst for multiple		Significantly worse - multiple		Multiple	Multiple	Multiple
4	Worst for all		Significantly worse - all		All Indicators	All Indicators	All Indicators

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Appendix E

Library Usage Heat Maps

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Definition, Key and Example

The heat maps show the age group of patrons borrowing items from respective libraries in Cheshire East, for each weekday, across the period from 1st April 2022 to 31st March 2023.

There are two types of heat map:

1. Heat map for all patrons
2. Heat map for each age range

Both types of heat map use the same key:

Green: Highest value (most individual patrons borrowing items)

White: Median value (the midpoint; half the values are above, half are below)

Red: Lowest value (fewest individual patrons borrowing items)

Heat Maps for Example Data

1. Heat map for all patrons – example data:

This heat map compares across all age ranges – i.e. 0-11 and 60-89 year olds are using the library the most, whilst 20-39 and 90+ year olds use it the least.

Hour / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99
09:00 - 09:59	21	26	4	1	6	18	11	38	137	16	1
10:00 - 10:59	65	115	5	4	9	16	17	82	267	82	6
11:00 - 11:59	46	111	11	4	9	17	23	71	202	62	2
12:00 - 12:59	23	54	8	6	10	12	21	66	130	42	2
13:00 - 13:59	26	57	9	5	11	11	17	42	122	23	0
14:00 - 14:59	34	90	15	2	7	12	17	66	138	56	2
15:00 - 15:59	34	104	24	2	17	17	15	53	86	44	2
16:00 - 16:59	35	109	18	6	11	13	20	19	46	12	1
17:00 - 17:59	15	81	8	9	8	9	19	15	17	6	0
18:00 - 18:59	17	102	2	3	4	18	21	9	10	2	1
Total	316	849	104	42	92	143	181	461	1155	345	17

2. Heat map for each age range – example data:

This heat map compares popular times within the age range. For Secondary (12-19 year olds), we can see that fewer patrons visit in the morning and the majority visit after 2pm, whilst for 80-89 year olds, we can see that the majority of visits are between 10am and 1pm and fewer 80-89 year old patrons visit after 3pm.

Hour / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99
09:00 - 09:59	14	31	3	3	10	12	13	40	90	26	7
10:00 - 10:59	54	77	4	4	11	21	23	73	241	75	9
11:00 - 11:59	210	113	6	2	20	15	47	83	225	69	1
12:00 - 12:59	23	44	5	8	11	17	30	76	205	56	8
13:00 - 13:59	20	51	7	6	9	6	17	58	132	37	2
14:00 - 14:59	21	59	9	2	12	10	20	68	136	42	5
15:00 - 15:59	32	108	19	5	11	14	13	62	105	32	1
16:00 - 16:59	42	99	11	5	12	15	23	33	39	11	1
Total	416	582	64	35	96	110	186	493	1173	348	34

Alsager Library

Alsager Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	25	39	2	3	7	6	7	56	76	24	1	246
10:00 - 10:59	76	71	7	1	13	10	19	73	227	58	9	564
11:00 - 11:59	155	92	9	3	25	15	30	72	172	57	8	638
12:00 - 12:59	46	58	10	2	16	9	20	47	111	33	4	356
13:00 - 13:59	16	45	6	5	4	8	16	41	116	28	0	285
14:00 - 14:59	27	51	13	4	8	10	23	61	116	46	12	371
15:00 - 15:59	34	146	18	9	11	14	18	46	86	25	5	412
16:00 - 16:59	45	126	12	2	9	12	18	36	49	14	7	330
Total	424	628	77	29	93	84	151	432	953	285	46	3202

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	25	39	2	3	7	6	7	56	76	24	1	246
10:00 - 10:59	76	71	7	1	13	10	19	73	227	58	9	564
11:00 - 11:59	155	92	9	3	25	15	30	72	172	57	8	638
12:00 - 12:59	46	58	10	2	16	9	20	47	111	33	4	356
13:00 - 13:59	16	45	6	5	4	8	16	41	116	28	0	285
14:00 - 14:59	27	51	13	4	8	10	23	61	116	46	12	371
15:00 - 15:59	34	146	18	9	11	14	18	46	86	25	5	412
16:00 - 16:59	45	126	12	2	9	12	18	36	49	14	7	330
Total	424	628	77	29	93	84	151	432	953	285	46	3202

Alsager Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	28	53	3	2	8	12	16	40	78	31	1	272
10:00 - 10:59	40	55	5	1	9	12	15	88	163	62	3	453
11:00 - 11:59	48	57	4	2	13	14	21	71	195	72	7	504
12:00 - 12:59	33	46	5	1	5	13	14	52	144	54	2	369
13:00 - 13:59	32	51	7	1	7	7	19	67	111	31	4	337
14:00 - 14:59	30	52	10	3	10	15	16	57	151	64	7	415
15:00 - 15:59	25	155	14	4	12	17	33	61	164	58	7	550
16:00 - 16:59	46	114	6	8	10	8	15	31	48	17	6	309
17:00 - 17:59	39	36	2	3	12	13	18	19	11	4	3	160
18:00 - 18:59	4	35	9	0	4	15	10	7	6	0	2	92
Total	325	654	65	25	90	126	177	493	1071	393	42	3461

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	28	53	3	2	8	12	16	40	78	31	1	272
10:00 - 10:59	40	55	5	1	9	12	15	88	163	62	3	453
11:00 - 11:59	48	57	4	2	13	14	21	71	195	72	7	504
12:00 - 12:59	33	46	5	1	5	13	14	52	144	54	2	369
13:00 - 13:59	32	51	7	1	7	7	19	67	111	31	4	337
14:00 - 14:59	30	52	10	3	10	15	16	57	151	64	7	415
15:00 - 15:59	25	155	14	4	12	17	33	61	164	58	7	550
16:00 - 16:59	46	114	6	8	10	8	15	31	48	17	6	309
17:00 - 17:59	39	36	2	3	12	13	18	19	11	4	3	160
18:00 - 18:59	4	35	9	0	4	15	10	7	6	0	2	92
Total	325	654	65	25	90	126	177	493	1071	393	42	3461

Alsager Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	30	39	4	2	8	11	13	47	69	32	0	255
10:00 - 10:59	72	79	11	2	12	9	17	72	178	46	12	510
11:00 - 11:59	50	72	8	4	14	12	25	79	147	77	14	502
12:00 - 12:59	24	49	11	3	9	8	24	63	82	68	6	347
13:00 - 13:59	16	28	8	3	9	13	17	34	86	26	2	242
14:00 - 14:59	28	52	8	7	14	9	18	46	98	39	5	324
15:00 - 15:59	26	117	7	4	12	12	15	39	70	22	2	326
16:00 - 16:59	21	90	3	2	9	12	19	25	31	13	0	225
Total	267	526	60	27	87	86	148	405	761	323	41	2731

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	30	39	4	2	8	11	13	47	69	32	0	255
10:00 - 10:59	72	79	11	2	12	9	17	72	178	46	12	510
11:00 - 11:59	50	72	8	4	14	12	25	79	147	77	14	502
12:00 - 12:59	24	49	11	3	9	8	24	63	82	68	6	347
13:00 - 13:59	16	28	8	3	9	13	17	34	86	26	2	242
14:00 - 14:59	28	52	8	7	14	9	18	46	98	39	5	324
15:00 - 15:59	26	117	7	4	12	12	15	39	70	22	2	326
16:00 - 16:59	21	90	3	2	9	12	19	25	31	13	0	225
Total	267	526	60	27	87	86	148	405	761	323	41	2731

Alsager Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	24	33	2	2	5	18	16	38	56	34	0	228
10:00 - 10:59	35	101	13	0	10	13	16	53	122	42	16	421
11:00 - 11:59	24	69	7	6	13	12	21	53	115	54	9	383
12:00 - 12:59	26	45	7	13	7	9	20	45	101	29	2	304
13:00 - 13:59	18	29	8	5	4	10	17	38	70	46	0	245
14:00 - 14:59	18	54	3	5	10	12	9	41	109	45	6	312
15:00 - 15:59	31	103	8	5	9	18	16	24	72	26	2	314
16:00 - 16:59	23	102	15	8	12	14	14	24	41	15	4	272
Total	199	536	63	44	70	106	129	316	686	291	39	2479

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	24	33	2	2	5	18	16	38	56	34	0	228
10:00 - 10:59	35	101	13	0	10	13	16	53	122	42	16	421
11:00 - 11:59	24	69	7	6	13	12	21	53	115	54	9	383
12:00 - 12:59	26	45	7	13	7	9	20	45	101	29	2	304
13:00 - 13:59	18	29	8	5	4	10	17	38	70	46	0	245
14:00 - 14:59	18	54	3	5	10	12	9	41	109	45	6	312
15:00 - 15:59	31	103	8	5	9	18	16	24	72	26	2	314
16:00 - 16:59	23	102	15	8	12	14	14	24	41	15	4	272
Total	199	536	63	44	70	106	129	316	686	291	39	2479

Alsager Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	51	5	1	7	15	13	35	102	17	0	267
10:00 - 10:59	116	93	10	1	26	10	18	79	172	46	3	574
11:00 - 11:59	99	97	10	4	20	10	16	69	135	62	4	526
12:00 - 12:59	34	45	6	3	10	8	13	54	100	40	4	317
13:00 - 13:59	32	30	9	4	6	21	20	45	85	40	3	295
14:00 - 14:59	31	47	9	5	10	8	20	52	143	40	8	373
15:00 - 15:59	23	166	15	5	11	16	14	54	102	19	3	428
16:00 - 16:59	27	105	15	4	17	14	12	31	31	17	1	274
Total	383	634	79	27	107	102	126	419	870	281	26	3054

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	51	5	1	7	15	13	35	102	17	0	267
10:00 - 10:59	116	93	10	1	26	10	18	79	172	46	3	574
11:00 - 11:59	99	97	10	4	20	10	16	69	135	62	4	526
12:00 - 12:59	34	45	6	3	10	8	13	54	100	40	4	317
13:00 - 13:59	32	30	9	4	6	21	20	45	85	40	3	295
14:00 - 14:59	31	47	9	5	10	8	20	52	143	40	8	373
15:00 - 15:59	23	166	15	5	11	16	14	54	102	19	3	428
16:00 - 16:59	27	105	15	4	17	14	12	31	31	17	1	274
Total	383	634	79	27	107	102	126	419	870	281	26	3054

Bollington Library

Bollington Library – Monday

Closed on Mondays

Bollington Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	10	13	3	2	2	6	3	18	27	8	0	92
10:00 - 10:59	76	32	7	3	7	11	12	71	101	30	5	355
11:00 - 11:59	44	54	8	1	13	14	16	59	101	41	8	359
12:00 - 12:59	33	27	10	6	9	13	16	44	69	35	5	267
13:00 - 13:59	17	38	14	3	9	19	11	47	45	12	4	219
14:00 - 14:59	27	46	24	1	11	13	9	59	62	21	1	274
15:00 - 15:59	47	70	29	1	13	19	14	50	54	26	0	323
16:00 - 16:59	38	98	27	7	13	19	15	31	34	16	0	298
17:00 - 17:59	14	62	9	4	12	9	13	22	13	4	1	163
18:00 - 18:59	8	37	14	6	6	14	13	16	12	2	1	129
Total	314	477	145	34	95	137	122	417	518	195	25	2479

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	10	13	3	2	2	6	3	18	27	8	0	92
10:00 - 10:59	76	32	7	3	7	11	12	71	101	30	5	355
11:00 - 11:59	44	54	8	1	13	14	16	59	101	41	8	359
12:00 - 12:59	33	27	10	6	9	13	16	44	69	35	5	267
13:00 - 13:59	17	38	14	3	9	19	11	47	45	12	4	219
14:00 - 14:59	27	46	24	1	11	13	9	59	62	21	1	274
15:00 - 15:59	47	70	29	1	13	19	14	50	54	26	0	323
16:00 - 16:59	38	98	27	7	13	19	15	31	34	16	0	298
17:00 - 17:59	14	62	9	4	12	9	13	22	13	4	1	163
18:00 - 18:59	8	37	14	6	6	14	13	16	12	2	1	129
Total	314	477	145	34	95	137	122	417	518	195	25	2479

Bollington Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	16	10	2	0	2	2	6	8	15	1	0	62
10:00 - 10:59	175	62	11	2	7	11	13	44	55	22	3	405
11:00 - 11:59	59	38	3	0	8	16	14	36	49	16	8	247
12:00 - 12:59	17	32	9	2	11	21	11	33	49	14	0	199
13:00 - 13:59	9	21	6	0	4	14	8	25	38	18	1	144
14:00 - 14:59	33	24	12	1	4	7	18	30	52	19	1	201
15:00 - 15:59	30	82	9	3	10	19	12	25	32	10	1	233
16:00 - 16:59	42	102	14	1	14	17	9	27	19	8	3	256
Total	381	371	66	9	60	107	91	228	309	108	17	1747

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	16	10	2	0	2	2	6	8	15	1	0	62
10:00 - 10:59	175	62	11	2	7	11	13	44	55	22	3	405
11:00 - 11:59	59	38	3	0	8	16	14	36	49	16	8	247
12:00 - 12:59	17	32	9	2	11	21	11	33	49	14	0	199
13:00 - 13:59	9	21	6	0	4	14	8	25	38	18	1	144
14:00 - 14:59	33	24	12	1	4	7	18	30	52	19	1	201
15:00 - 15:59	30	82	9	3	10	19	12	25	32	10	1	233
16:00 - 16:59	42	102	14	1	14	17	9	27	19	8	3	256
Total	381	371	66	9	60	107	91	228	309	108	17	1747

Bollington Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	7	11	0	0	5	2	2	9	2	6	2	46
10:00 - 10:59	26	33	4	1	6	4	11	33	32	20	2	172
11:00 - 11:59	26	44	6	3	10	8	13	35	37	22	4	208
12:00 - 12:59	17	29	11	0	3	12	15	31	39	16	5	178
13:00 - 13:59	11	31	7	2	6	12	11	20	25	10	3	138
14:00 - 14:59	22	32	3	4	9	5	11	34	45	7	4	176
15:00 - 15:59	21	38	2	4	5	13	7	23	60	5	3	181
16:00 - 16:59	29	84	17	5	6	10	10	25	28	4	1	219
Total	159	302	50	19	50	66	80	210	268	90	24	1318

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	7	11	0	0	5	2	2	9	2	6	2	46
10:00 - 10:59	26	33	4	1	6	4	11	33	32	20	2	172
11:00 - 11:59	26	44	6	3	10	8	13	35	37	22	4	208
12:00 - 12:59	17	29	11	0	3	12	15	31	39	16	5	178
13:00 - 13:59	11	31	7	2	6	12	11	20	25	10	3	138
14:00 - 14:59	22	32	3	4	9	5	11	34	45	7	4	176
15:00 - 15:59	21	38	2	4	5	13	7	23	60	5	3	181
16:00 - 16:59	29	84	17	5	6	10	10	25	28	4	1	219
Total	159	302	50	19	50	66	80	210	268	90	24	1318

Bollington Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	6	15	3	1	1	5	1	9	7	2	0	50
10:00 - 10:59	186	38	5	5	17	13	7	34	29	7	1	342
11:00 - 11:59	64	50	5	2	7	10	4	34	50	20	6	252
12:00 - 12:59	22	22	9	4	11	15	8	36	47	19	6	199
13:00 - 13:59	10	16	4	1	15	15	15	15	34	11	3	139
14:00 - 14:59	23	41	5	2	20	14	9	34	45	20	3	216
15:00 - 15:59	25	52	7	2	6	22	11	29	45	26	2	227
16:00 - 16:59	35	78	17	3	11	29	14	16	25	17	1	246
Total	371	312	55	20	88	123	69	207	282	122	22	1671

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	6	15	3	1	1	5	1	9	7	2	0	50
10:00 - 10:59	186	38	5	5	17	13	7	34	29	7	1	342
11:00 - 11:59	64	50	5	2	7	10	4	34	50	20	6	252
12:00 - 12:59	22	22	9	4	11	15	8	36	47	19	6	199
13:00 - 13:59	10	16	4	1	15	15	15	15	34	11	3	139
14:00 - 14:59	23	41	5	2	20	14	9	34	45	20	3	216
15:00 - 15:59	25	52	7	2	6	22	11	29	45	26	2	227
16:00 - 16:59	35	78	17	3	11	29	14	16	25	17	1	246
Total	371	312	55	20	88	123	69	207	282	122	22	1671

Congleton Library

Congleton Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	26	4	1	6	18	11	38	137	16	1	279
10:00 - 10:59	65	115	5	4	9	16	17	82	267	82	6	668
11:00 - 11:59	46	111	11	4	9	17	23	71	202	62	2	558
12:00 - 12:59	23	54	8	6	10	12	21	66	130	42	2	374
13:00 - 13:59	26	57	9	5	11	11	17	42	122	23	0	323
14:00 - 14:59	34	90	15	2	7	12	17	66	138	56	2	439
15:00 - 15:59	34	104	24	2	17	17	15	53	86	44	2	398
16:00 - 16:59	35	109	18	6	11	13	20	19	46	12	1	290
17:00 - 17:59	15	81	8	9	8	9	19	15	17	6	0	187
18:00 - 18:59	17	102	2	3	4	18	21	9	10	2	1	189
Total	316	849	104	42	92	143	181	461	1155	345	17	3705

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	26	4	1	6	18	11	38	137	16	1	279
10:00 - 10:59	65	115	5	4	9	16	17	82	267	82	6	668
11:00 - 11:59	46	111	11	4	9	17	23	71	202	62	2	558
12:00 - 12:59	23	54	8	6	10	12	21	66	130	42	2	374
13:00 - 13:59	26	57	9	5	11	11	17	42	122	23	0	323
14:00 - 14:59	34	90	15	2	7	12	17	66	138	56	2	439
15:00 - 15:59	34	104	24	2	17	17	15	53	86	44	2	398
16:00 - 16:59	35	109	18	6	11	13	20	19	46	12	1	290
17:00 - 17:59	15	81	8	9	8	9	19	15	17	6	0	187
18:00 - 18:59	17	102	2	3	4	18	21	9	10	2	1	189
Total	316	849	104	42	92	143	181	461	1155	345	17	3705

Congleton Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	14	31	3	3	10	12	13	40	90	26	7	249
10:00 - 10:59	54	77	4	4	11	21	23	73	241	75	9	592
11:00 - 11:59	210	113	6	2	20	15	47	83	225	69	1	791
12:00 - 12:59	23	44	5	8	11	17	30	76	205	56	8	483
13:00 - 13:59	20	51	7	6	9	6	17	58	132	37	2	345
14:00 - 14:59	21	59	9	2	12	10	20	68	136	42	5	384
15:00 - 15:59	32	108	19	5	11	14	13	62	105	32	1	402
16:00 - 16:59	42	99	11	5	12	15	23	33	39	11	1	291
Total	416	582	64	35	96	110	186	493	1173	348	34	3537

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	14	31	3	3	10	12	13	40	90	26	7	249
10:00 - 10:59	54	77	4	4	11	21	23	73	241	75	9	592
11:00 - 11:59	210	113	6	2	20	15	47	83	225	69	1	791
12:00 - 12:59	23	44	5	8	11	17	30	76	205	56	8	483
13:00 - 13:59	20	51	7	6	9	6	17	58	132	37	2	345
14:00 - 14:59	21	59	9	2	12	10	20	68	136	42	5	384
15:00 - 15:59	32	108	19	5	11	14	13	62	105	32	1	402
16:00 - 16:59	42	99	11	5	12	15	23	33	39	11	1	291
Total	416	582	64	35	96	110	186	493	1173	348	34	3537

Congleton Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	17	24	3	0	7	10	13	33	100	20	2	229
10:00 - 10:59	56	86	7	1	16	15	13	92	171	65	10	532
11:00 - 11:59	63	116	6	7	12	22	32	72	189	77	6	602
12:00 - 12:59	34	70	13	8	10	11	23	62	131	40	5	407
13:00 - 13:59	24	44	7	8	10	10	23	47	107	21	1	302
14:00 - 14:59	26	44	10	3	8	11	22	44	115	33	3	319
15:00 - 15:59	38	65	13	4	10	20	18	50	98	29	0	345
16:00 - 16:59	22	68	14	6	12	13	19	33	27	11	0	225
Total	280	517	73	37	85	112	163	433	938	296	27	2961

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	17	24	3	0	7	10	13	33	100	20	2	229
10:00 - 10:59	56	86	7	1	16	15	13	92	171	65	10	532
11:00 - 11:59	63	116	6	7	12	22	32	72	189	77	6	602
12:00 - 12:59	34	70	13	8	10	11	23	62	131	40	5	407
13:00 - 13:59	24	44	7	8	10	10	23	47	107	21	1	302
14:00 - 14:59	26	44	10	3	8	11	22	44	115	33	3	319
15:00 - 15:59	38	65	13	4	10	20	18	50	98	29	0	345
16:00 - 16:59	22	68	14	6	12	13	19	33	27	11	0	225
Total	280	517	73	37	85	112	163	433	938	296	27	2961

Congleton Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	8	26	0	2	4	7	9	37	103	21	3	220
10:00 - 10:59	39	50	3	1	10	11	13	60	173	82	5	447
11:00 - 11:59	167	119	5	5	20	10	23	78	172	59	10	668
12:00 - 12:59	31	62	9	3	13	13	21	48	156	52	3	411
13:00 - 13:59	19	52	9	6	7	17	22	56	81	23	4	296
14:00 - 14:59	32	40	9	6	12	15	24	90	116	31	4	379
15:00 - 15:59	41	70	12	7	14	10	37	49	74	35	2	351
16:00 - 16:59	27	108	13	7	9	16	28	18	37	10	1	274
Total	364	527	60	37	89	99	177	436	912	313	32	3046

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	8	26	0	2	4	7	9	37	103	21	3	220
10:00 - 10:59	39	50	3	1	10	11	13	60	173	82	5	447
11:00 - 11:59	167	119	5	5	20	10	23	78	172	59	10	668
12:00 - 12:59	31	62	9	3	13	13	21	48	156	52	3	411
13:00 - 13:59	19	52	9	6	7	17	22	56	81	23	4	296
14:00 - 14:59	32	40	9	6	12	15	24	90	116	31	4	379
15:00 - 15:59	41	70	12	7	14	10	37	49	74	35	2	351
16:00 - 16:59	27	108	13	7	9	16	28	18	37	10	1	274
Total	364	527	60	37	89	99	177	436	912	313	32	3046

Congleton Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	22	25	7	0	12	10	11	35	86	25	0	233
10:00 - 10:59	42	55	6	1	11	32	19	75	158	76	5	480
11:00 - 11:59	63	67	7	7	9	19	26	74	153	64	2	491
12:00 - 12:59	30	50	7	6	19	16	28	65	179	49	4	453
13:00 - 13:59	22	38	8	5	20	17	21	58	103	19	2	313
14:00 - 14:59	26	49	8	6	8	13	25	62	135	56	3	391
15:00 - 15:59	36	85	14	4	8	13	16	41	85	27	4	333
16:00 - 16:59	44	131	9	7	18	16	23	25	37	11	1	322
Total	285	500	66	36	105	136	169	435	936	327	21	3016

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	22	25	7	0	12	10	11	35	86	25	0	233
10:00 - 10:59	42	55	6	1	11	32	19	75	158	76	5	480
11:00 - 11:59	63	67	7	7	9	19	26	74	153	64	2	491
12:00 - 12:59	30	50	7	6	19	16	28	65	179	49	4	453
13:00 - 13:59	22	38	8	5	20	17	21	58	103	19	2	313
14:00 - 14:59	26	49	8	6	8	13	25	62	135	56	3	391
15:00 - 15:59	36	85	14	4	8	13	16	41	85	27	4	333
16:00 - 16:59	44	131	9	7	18	16	23	25	37	11	1	322
Total	285	500	66	36	105	136	169	435	936	327	21	3016

Crewe Library

Crewe Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	20	29	6	26	15	17	64	88	99	48	17	429
10:00 - 10:59	125	94	19	27	41	17	48	145	236	79	9	840
11:00 - 11:59	59	105	10	19	25	24	46	131	219	93	9	740
12:00 - 12:59	26	114	19	18	23	24	46	60	129	66	6	531
13:00 - 13:59	22	114	21	14	18	32	27	61	98	49	3	459
14:00 - 14:59	22	148	62	17	20	21	31	83	113	45	4	566
15:00 - 15:59	45	162	20	16	15	28	28	43	78	28	3	466
16:00 - 16:59	69	251	38	17	28	30	17	24	40	14	3	531
17:00 - 17:59	33	305	34	11	52	42	11	22	12	4	3	529
Total	421	1322	229	165	237	235	318	657	1024	426	57	5091

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	20	29	6	26	15	17	64	88	99	48	17	429
10:00 - 10:59	125	94	19	27	41	17	48	145	236	79	9	840
11:00 - 11:59	59	105	10	19	25	24	46	131	219	93	9	740
12:00 - 12:59	26	114	19	18	23	24	46	60	129	66	6	531
13:00 - 13:59	22	114	21	14	18	32	27	61	98	49	3	459
14:00 - 14:59	22	148	62	17	20	21	31	83	113	45	4	566
15:00 - 15:59	45	162	20	16	15	28	28	43	78	28	3	466
16:00 - 16:59	69	251	38	17	28	30	17	24	40	14	3	531
17:00 - 17:59	33	305	34	11	52	42	11	22	12	4	3	529
Total	421	1322	229	165	237	235	318	657	1024	426	57	5091

Crewe Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	7	21	7	6	6	12	32	68	119	38	8	324
10:00 - 10:59	28	83	6	8	24	22	50	116	246	112	14	709
11:00 - 11:59	49	137	22	18	31	24	55	108	202	73	11	730
12:00 - 12:59	32	53	18	14	27	20	45	83	113	44	4	453
13:00 - 13:59	17	65	16	13	23	23	45	70	65	28	4	369
14:00 - 14:59	21	167	25	25	27	20	29	68	95	50	5	532
15:00 - 15:59	31	163	38	15	21	20	20	63	92	42	7	512
16:00 - 16:59	45	304	41	13	33	42	37	52	49	7	5	628
17:00 - 17:59	41	334	52	11	42	33	11	35	17	6	0	582
Total	271	1327	225	123	234	216	324	663	998	400	58	4839

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	7	21	7	6	6	12	32	68	119	38	8	324
10:00 - 10:59	28	83	6	8	24	22	50	116	246	112	14	709
11:00 - 11:59	49	137	22	18	31	24	55	108	202	73	11	730
12:00 - 12:59	32	53	18	14	27	20	45	83	113	44	4	453
13:00 - 13:59	17	65	16	13	23	23	45	70	65	28	4	369
14:00 - 14:59	21	167	25	25	27	20	29	68	95	50	5	532
15:00 - 15:59	31	163	38	15	21	20	20	63	92	42	7	512
16:00 - 16:59	45	304	41	13	33	42	37	52	49	7	5	628
17:00 - 17:59	41	334	52	11	42	33	11	35	17	6	0	582
Total	271	1327	225	123	234	216	324	663	998	400	58	4839

Crewe Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	12	31	6	7	20	9	30	50	95	39	16	315
10:00 - 10:59	59	63	19	8	39	16	42	129	180	68	10	633
11:00 - 11:59	45	69	14	9	12	14	44	101	160	70	5	543
12:00 - 12:59	37	86	26	11	18	21	37	65	109	45	4	459
13:00 - 13:59	26	41	13	11	31	15	37	61	117	35	2	389
14:00 - 14:59	21	62	16	8	25	14	33	66	77	33	1	356
15:00 - 15:59	22	68	18	7	26	17	27	49	81	24	0	339
16:00 - 16:59	28	116	20	13	15	26	17	37	50	7	6	335
17:00 - 17:59	18	81	18	20	23	18	28	10	10	4	1	231
Total	268	617	150	94	209	150	295	568	879	325	45	3600

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	12	31	6	7	20	9	30	50	95	39	16	315
10:00 - 10:59	59	63	19	8	39	16	42	129	180	68	10	633
11:00 - 11:59	45	69	14	9	12	14	44	101	160	70	5	543
12:00 - 12:59	37	86	26	11	18	21	37	65	109	45	4	459
13:00 - 13:59	26	41	13	11	31	15	37	61	117	35	2	389
14:00 - 14:59	21	62	16	8	25	14	33	66	77	33	1	356
15:00 - 15:59	22	68	18	7	26	17	27	49	81	24	0	339
16:00 - 16:59	28	116	20	13	15	26	17	37	50	7	6	335
17:00 - 17:59	18	81	18	20	23	18	28	10	10	4	1	231
Total	268	617	150	94	209	150	295	568	879	325	45	3600

Crewe Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	6	32	8	6	14	13	31	57	73	25	2	267
10:00 - 10:59	18	66	22	6	25	17	31	99	171	64	9	528
11:00 - 11:59	35	72	11	10	18	26	45	100	155	47	5	524
12:00 - 12:59	22	66	19	10	14	22	16	57	100	38	4	368
13:00 - 13:59	18	53	14	5	19	15	36	44	66	21	3	294
14:00 - 14:59	20	100	12	17	23	11	26	66	77	20	5	377
15:00 - 15:59	28	140	21	13	14	17	27	41	51	19	5	376
16:00 - 16:59	37	236	43	21	29	24	38	32	43	8	1	512
17:00 - 17:59	51	317	59	13	34	36	45	19	12	3	0	589
Total	235	1082	209	101	190	181	295	515	748	245	34	3835

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	6	32	8	6	14	13	31	57	73	25	2	267
10:00 - 10:59	18	66	22	6	25	17	31	99	171	64	9	528
11:00 - 11:59	35	72	11	10	18	26	45	100	155	47	5	524
12:00 - 12:59	22	66	19	10	14	22	16	57	100	38	4	368
13:00 - 13:59	18	53	14	5	19	15	36	44	66	21	3	294
14:00 - 14:59	20	100	12	17	23	11	26	66	77	20	5	377
15:00 - 15:59	28	140	21	13	14	17	27	41	51	19	5	376
16:00 - 16:59	37	236	43	21	29	24	38	32	43	8	1	512
17:00 - 17:59	51	317	59	13	34	36	45	19	12	3	0	589
Total	235	1082	209	101	190	181	295	515	748	245	34	3835

Crewe Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	33	3	6	16	15	33	57	95	27	5	309
10:00 - 10:59	48	67	13	5	32	12	32	142	200	113	14	678
11:00 - 11:59	138	122	14	20	38	31	36	128	222	113	9	871
12:00 - 12:59	38	61	13	12	24	17	42	69	128	53	9	466
13:00 - 13:59	51	73	12	11	22	11	36	68	91	56	5	436
14:00 - 14:59	25	57	21	22	23	16	30	84	83	41	8	410
15:00 - 15:59	38	94	25	12	13	20	31	48	72	23	5	381
16:00 - 16:59	32	259	32	16	41	40	35	34	24	12	0	525
17:00 - 17:59	42	231	28	9	41	36	14	21	21	6	0	449
Total	431	997	161	113	250	198	289	651	936	444	55	4525

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	33	3	6	16	15	33	57	95	27	5	309
10:00 - 10:59	48	67	13	5	32	12	32	142	200	113	14	678
11:00 - 11:59	138	122	14	20	38	31	36	128	222	113	9	871
12:00 - 12:59	38	61	13	12	24	17	42	69	128	53	9	466
13:00 - 13:59	51	73	12	11	22	11	36	68	91	56	5	436
14:00 - 14:59	25	57	21	22	23	16	30	84	83	41	8	410
15:00 - 15:59	38	94	25	12	13	20	31	48	72	23	5	381
16:00 - 16:59	32	259	32	16	41	40	35	34	24	12	0	525
17:00 - 17:59	42	231	28	9	41	36	14	21	21	6	0	449
Total	431	997	161	113	250	198	289	651	936	444	55	4525

Handforth Library

Handforth Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	5	21	2	1	3	2	3	16	18	18	0	89
10:00 - 10:59	17	36	5	0	9	11	5	32	63	33	1	212
11:00 - 11:59	41	55	5	1	10	10	14	20	56	39	1	252
12:00 - 12:59	29	33	10	0	8	6	13	16	32	33	2	182
13:00 - 13:59	12	32	6	3	7	4	12	9	21	33	0	139
14:00 - 14:59	19	38	1	0	4	2	14	19	49	24	4	174
15:00 - 15:59	29	80	9	2	14	14	11	19	37	20	2	237
16:00 - 16:59	32	89	16	0	7	17	21	5	29	7	1	224
Total	184	384	54	7	62	66	93	136	305	207	11	1509

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	5	21	2	1	3	2	3	16	18	18	0	89
10:00 - 10:59	17	36	5	0	9	11	5	32	63	33	1	212
11:00 - 11:59	41	55	5	1	10	10	14	20	56	39	1	252
12:00 - 12:59	29	33	10	0	8	6	13	16	32	33	2	182
13:00 - 13:59	12	32	6	3	7	4	12	9	21	33	0	139
14:00 - 14:59	19	38	1	0	4	2	14	19	49	24	4	174
15:00 - 15:59	29	80	9	2	14	14	11	19	37	20	2	237
16:00 - 16:59	32	89	16	0	7	17	21	5	29	7	1	224
Total	184	384	54	7	62	66	93	136	305	207	11	1509

Handforth Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	9	16	0	0	1	2	2	11	14	6	0	61
10:00 - 10:59	20	45	6	2	4	9	5	23	45	34	0	193
11:00 - 11:59	86	54	2	2	7	7	9	28	42	30	5	272
12:00 - 12:59	13	16	7	1	6	7	13	11	35	34	11	154
13:00 - 13:59	11	25	8	6	7	6	7	11	17	26	4	128
14:00 - 14:59	27	48	10	2	5	4	11	31	38	26	3	205
15:00 - 15:59	24	81	10	1	14	10	17	19	34	30	4	244
16:00 - 16:59	20	103	18	1	10	13	9	17	20	17	3	231
17:00 - 17:59	9	60	8	3	4	10	22	11	9	1	0	137
18:00 - 18:59	2	34	6	3	5	7	3	16	1	2	0	79
Total	221	482	75	21	63	75	98	178	255	206	30	1704

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	9	16	0	0	1	2	2	11	14	6	0	61
10:00 - 10:59	20	45	6	2	4	9	5	23	45	34	0	193
11:00 - 11:59	86	54	2	2	7	7	9	28	42	30	5	272
12:00 - 12:59	13	16	7	1	6	7	13	11	35	34	11	154
13:00 - 13:59	11	25	8	6	7	6	7	11	17	26	4	128
14:00 - 14:59	27	48	10	2	5	4	11	31	38	26	3	205
15:00 - 15:59	24	81	10	1	14	10	17	19	34	30	4	244
16:00 - 16:59	20	103	18	1	10	13	9	17	20	17	3	231
17:00 - 17:59	9	60	8	3	4	10	22	11	9	1	0	137
18:00 - 18:59	2	34	6	3	5	7	3	16	1	2	0	79
Total	221	482	75	21	63	75	98	178	255	206	30	1704

Handforth Library – Wednesday

Closed on Wednesdays

Handforth Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	3	6	2	1	3	2	2	13	27	27	1	87
10:00 - 10:59	29	74	7	0	4	9	6	20	64	24	1	238
11:00 - 11:59	31	51	7	2	11	9	8	19	51	48	3	240
12:00 - 12:59	18	43	9	3	9	10	10	15	29	22	3	171
13:00 - 13:59	9	21	2	3	3	9	20	13	23	20	4	127
14:00 - 14:59	11	85	6	3	4	10	6	18	43	40	6	232
15:00 - 15:59	21	96	29	1	13	18	10	26	34	28	3	279
16:00 - 16:59	20	101	16	3	7	21	16	9	21	9	2	225
Total	142	477	78	16	54	88	78	133	292	218	23	1599

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	3	6	2	1	3	2	2	13	27	27	1	87
10:00 - 10:59	29	74	7	0	4	9	6	20	64	24	1	238
11:00 - 11:59	31	51	7	2	11	9	8	19	51	48	3	240
12:00 - 12:59	18	43	9	3	9	10	10	15	29	22	3	171
13:00 - 13:59	9	21	2	3	3	9	20	13	23	20	4	127
14:00 - 14:59	11	85	6	3	4	10	6	18	43	40	6	232
15:00 - 15:59	21	96	29	1	13	18	10	26	34	28	3	279
16:00 - 16:59	20	101	16	3	7	21	16	9	21	9	2	225
Total	142	477	78	16	54	88	78	133	292	218	23	1599

Handforth Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	4	12	1	0	2	1	2	16	15	11	0	64
10:00 - 10:59	5	31	10	0	8	9	8	30	42	25	15	183
11:00 - 11:59	20	42	8	2	11	10	18	27	44	40	2	224
12:00 - 12:59	7	29	8	4	6	10	12	17	33	32	5	163
13:00 - 13:59	7	25	5	2	3	7	9	14	17	10	3	102
14:00 - 14:59	7	36	21	1	6	8	16	26	36	30	2	189
15:00 - 15:59	23	60	23	0	7	12	15	19	32	18	0	209
16:00 - 16:59	19	82	12	3	9	13	17	12	20	12	2	201
Total	92	317	88	12	52	70	97	161	239	178	29	1335

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	4	12	1	0	2	1	2	16	15	11	0	64
10:00 - 10:59	5	31	10	0	8	9	8	30	42	25	15	183
11:00 - 11:59	20	42	8	2	11	10	18	27	44	40	2	224
12:00 - 12:59	7	29	8	4	6	10	12	17	33	32	5	163
13:00 - 13:59	7	25	5	2	3	7	9	14	17	10	3	102
14:00 - 14:59	7	36	21	1	6	8	16	26	36	30	2	189
15:00 - 15:59	23	60	23	0	7	12	15	19	32	18	0	209
16:00 - 16:59	19	82	12	3	9	13	17	12	20	12	2	201
Total	92	317	88	12	52	70	97	161	239	178	29	1335

Holmes Chapel Library

Holmes Chapel Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	12	26	3	0	5	3	8	35	55	16	6	169
10:00 - 10:59	28	66	4	5	10	9	20	72	143	72	20	449
11:00 - 11:59	34	69	8	1	10	9	21	55	135	68	12	422
12:00 - 12:59	23	36	15	6	12	12	25	38	98	73	6	344
13:00 - 13:59	11	33	5	1	8	8	14	23	64	29	1	197
14:00 - 14:59	31	45	8	6	16	11	23	52	106	58	9	365
15:00 - 15:59	61	135	16	1	10	17	9	42	72	60	4	427
16:00 - 16:59	36	118	19	7	13	22	16	40	50	22	3	346
Total	236	528	78	27	84	91	136	357	723	398	61	2719

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	12	26	3	0	5	3	8	35	55	16	6	169
10:00 - 10:59	28	66	4	5	10	9	20	72	143	72	20	449
11:00 - 11:59	34	69	8	1	10	9	21	55	135	68	12	422
12:00 - 12:59	23	36	15	6	12	12	25	38	98	73	6	344
13:00 - 13:59	11	33	5	1	8	8	14	23	64	29	1	197
14:00 - 14:59	31	45	8	6	16	11	23	52	106	58	9	365
15:00 - 15:59	61	135	16	1	10	17	9	42	72	60	4	427
16:00 - 16:59	36	118	19	7	13	22	16	40	50	22	3	346
Total	236	528	78	27	84	91	136	357	723	398	61	2719

Holmes Chapel Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	5	15	3	1	7	6	7	35	57	23	4	163
10:00 - 10:59	30	74	6	4	12	8	19	68	180	69	12	482
11:00 - 11:59	43	81	7	2	8	9	23	65	146	76	10	470
12:00 - 12:59	13	36	7	1	8	16	22	42	116	80	10	351
13:00 - 13:59	18	33	9	6	10	12	16	39	82	54	3	282
14:00 - 14:59	17	70	27	3	7	10	24	49	121	75	7	410
15:00 - 15:59	36	109	16	5	9	15	18	58	140	74	7	487
16:00 - 16:59	48	125	13	2	12	13	14	35	59	33	2	356
Total	210	543	88	24	73	89	143	391	901	484	55	3001

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	5	15	3	1	7	6	7	35	57	23	4	163
10:00 - 10:59	30	74	6	4	12	8	19	68	180	69	12	482
11:00 - 11:59	43	81	7	2	8	9	23	65	146	76	10	470
12:00 - 12:59	13	36	7	1	8	16	22	42	116	80	10	351
13:00 - 13:59	18	33	9	6	10	12	16	39	82	54	3	282
14:00 - 14:59	17	70	27	3	7	10	24	49	121	75	7	410
15:00 - 15:59	36	109	16	5	9	15	18	58	140	74	7	487
16:00 - 16:59	48	125	13	2	12	13	14	35	59	33	2	356
Total	210	543	88	24	73	89	143	391	901	484	55	3001

Holmes Chapel Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	15	18	3	2	9	2	2	14	45	15	1	126
10:00 - 10:59	73	68	4	1	15	10	24	51	141	45	9	441
11:00 - 11:59	84	63	10	2	7	21	12	60	160	106	15	540
12:00 - 12:59	29	36	9	4	11	9	17	43	80	64	2	304
Total	201	185	26	9	42	42	55	168	426	230	27	1411

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	15	18	3	2	9	2	2	14	45	15	1	126
10:00 - 10:59	73	68	4	1	15	10	24	51	141	45	9	441
11:00 - 11:59	84	63	10	2	7	21	12	60	160	106	15	540
12:00 - 12:59	29	36	9	4	11	9	17	43	80	64	2	304
Total	201	185	26	9	42	42	55	168	426	230	27	1411

Holmes Chapel Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	6	19	2	1	7	4	10	16	48	19	6	138
10:00 - 10:59	55	57	0	4	10	12	23	48	186	68	16	479
11:00 - 11:59	55	76	3	4	6	11	16	68	155	92	8	494
12:00 - 12:59	12	31	6	2	6	15	19	44	95	65	5	300
13:00 - 13:59	11	24	4	2	11	14	10	26	64	45	4	215
14:00 - 14:59	23	106	5	4	10	13	24	43	127	56	9	420
15:00 - 15:59	28	98	12	1	12	19	18	48	97	55	2	390
16:00 - 16:59	28	98	12	1	17	20	22	33	53	35	7	326
17:00 - 17:59	12	47	6	6	12	6	22	20	13	21	4	169
18:00 - 18:59	3	31	3	5	8	9	15	11	5	1	0	91
Total	233	587	53	30	99	123	179	357	843	457	61	3022

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	6	19	2	1	7	4	10	16	48	19	6	138
10:00 - 10:59	55	57	0	4	10	12	23	48	186	68	16	479
11:00 - 11:59	55	76	3	4	6	11	16	68	155	92	8	494
12:00 - 12:59	12	31	6	2	6	15	19	44	95	65	5	300
13:00 - 13:59	11	24	4	2	11	14	10	26	64	45	4	215
14:00 - 14:59	23	106	5	4	10	13	24	43	127	56	9	420
15:00 - 15:59	28	98	12	1	12	19	18	48	97	55	2	390
16:00 - 16:59	28	98	12	1	17	20	22	33	53	35	7	326
17:00 - 17:59	12	47	6	6	12	6	22	20	13	21	4	169
18:00 - 18:59	3	31	3	5	8	9	15	11	5	1	0	91
Total	233	587	53	30	99	123	179	357	843	457	61	3022

Holmes Chapel Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	13	13	4	0	2	6	7	27	53	16	2	143
10:00 - 10:59	41	86	12	5	12	12	30	67	157	79	22	523
11:00 - 11:59	61	75	12	5	12	10	34	64	142	87	12	514
12:00 - 12:59	24	41	8	9	8	11	24	74	126	59	11	395
13:00 - 13:59	17	32	5	6	10	12	19	49	86	49	1	286
14:00 - 14:59	20	32	13	4	10	15	23	66	134	65	9	391
15:00 - 15:59	30	120	16	1	16	21	21	64	94	66	4	453
16:00 - 16:59	52	156	20	4	32	30	15	38	41	26	3	417
Total	258	555	90	34	102	117	173	449	833	447	64	3122

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	13	13	4	0	2	6	7	27	53	16	2	143
10:00 - 10:59	41	86	12	5	12	12	30	67	157	79	22	523
11:00 - 11:59	61	75	12	5	12	10	34	64	142	87	12	514
12:00 - 12:59	24	41	8	9	8	11	24	74	126	59	11	395
13:00 - 13:59	17	32	5	6	10	12	19	49	86	49	1	286
14:00 - 14:59	20	32	13	4	10	15	23	66	134	65	9	391
15:00 - 15:59	30	120	16	1	16	21	21	64	94	66	4	453
16:00 - 16:59	52	156	20	4	32	30	15	38	41	26	3	417
Total	258	555	90	34	102	117	173	449	833	447	64	3122

Knutsford Library

Knutsford Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	24	4	2	8	7	9	53	68	20	0	214
10:00 - 10:59	57	61	10	0	7	15	13	41	133	143	4	484
11:00 - 11:59	77	99	19	1	15	18	26	50	146	69	6	526
12:00 - 12:59	31	68	14	4	9	15	19	29	96	55	5	345
13:00 - 13:59	17	49	8	1	9	20	12	39	101	45	13	314
14:00 - 14:59	32	72	17	6	15	22	16	42	129	45	10	406
15:00 - 15:59	51	115	23	3	12	26	17	47	70	54	12	430
16:00 - 16:59	36	186	19	9	21	28	26	32	40	24	3	424
Total	320	674	114	26	96	151	138	333	783	455	53	3143

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	24	4	2	8	7	9	53	68	20	0	214
10:00 - 10:59	57	61	10	0	7	15	13	41	133	143	4	484
11:00 - 11:59	77	99	19	1	15	18	26	50	146	69	6	526
12:00 - 12:59	31	68	14	4	9	15	19	29	96	55	5	345
13:00 - 13:59	17	49	8	1	9	20	12	39	101	45	13	314
14:00 - 14:59	32	72	17	6	15	22	16	42	129	45	10	406
15:00 - 15:59	51	115	23	3	12	26	17	47	70	54	12	430
16:00 - 16:59	36	186	19	9	21	28	26	32	40	24	3	424
Total	320	674	114	26	96	151	138	333	783	455	53	3143

Knutsford Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	13	47	4	0	7	14	16	41	69	22	1	234
10:00 - 10:59	31	67	7	3	9	16	13	66	116	84	5	417
11:00 - 11:59	136	85	12	1	10	13	20	74	146	105	5	607
12:00 - 12:59	45	59	11	3	15	13	26	59	96	71	4	402
13:00 - 13:59	17	47	12	5	12	17	19	30	72	50	9	290
14:00 - 14:59	24	74	13	5	13	15	16	57	100	68	10	395
15:00 - 15:59	47	119	19	5	16	13	14	42	73	52	14	414
16:00 - 16:59	52	156	17	2	20	22	19	37	54	20	4	403
17:00 - 17:59	7	56	16	4	7	16	28	19	20	7	1	181
18:00 - 18:59	3	40	14	0	4	23	29	20	11	2	0	146
Total	375	750	125	28	113	162	200	445	757	481	53	3489

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	13	47	4	0	7	14	16	41	69	22	1	234
10:00 - 10:59	31	67	7	3	9	16	13	66	116	84	5	417
11:00 - 11:59	136	85	12	1	10	13	20	74	146	105	5	607
12:00 - 12:59	45	59	11	3	15	13	26	59	96	71	4	402
13:00 - 13:59	17	47	12	5	12	17	19	30	72	50	9	290
14:00 - 14:59	24	74	13	5	13	15	16	57	100	68	10	395
15:00 - 15:59	47	119	19	5	16	13	14	42	73	52	14	414
16:00 - 16:59	52	156	17	2	20	22	19	37	54	20	4	403
17:00 - 17:59	7	56	16	4	7	16	28	19	20	7	1	181
18:00 - 18:59	3	40	14	0	4	23	29	20	11	2	0	146
Total	375	750	125	28	113	162	200	445	757	481	53	3489

Knutsford Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	15	26	10	0	3	9	11	37	42	11	2	166
10:00 - 10:59	36	50	9	3	8	9	12	57	108	70	4	366
11:00 - 11:59	50	76	7	5	14	17	17	55	150	82	11	484
12:00 - 12:59	29	68	22	1	16	22	27	41	89	42	5	362
Total	130	220	48	9	41	57	67	190	389	205	22	1378

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	15	26	10	0	3	9	11	37	42	11	2	166
10:00 - 10:59	36	50	9	3	8	9	12	57	108	70	4	366
11:00 - 11:59	50	76	7	5	14	17	17	55	150	82	11	484
12:00 - 12:59	29	68	22	1	16	22	27	41	89	42	5	362
Total	130	220	48	9	41	57	67	190	389	205	22	1378

Knutsford Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	30	2	0	9	10	12	39	66	27	2	216
10:00 - 10:59	21	36	4	3	6	9	18	34	135	70	3	339
11:00 - 11:59	26	44	6	2	10	10	18	52	128	84	7	387
12:00 - 12:59	19	49	7	2	11	12	16	39	93	63	9	320
13:00 - 13:59	13	44	18	2	9	15	21	49	73	34	3	281
14:00 - 14:59	24	46	9	4	13	19	13	49	87	49	13	326
15:00 - 15:59	31	120	28	8	15	32	10	50	74	54	8	430
16:00 - 16:59	33	152	15	8	23	22	18	34	44	16	2	367
17:00 - 17:59	12	69	14	3	11	14	21	20	26	5	0	195
18:00 - 18:59	9	59	12	4	6	15	27	8	18	5	0	163
Total	207	649	115	36	113	158	174	374	744	407	47	3024

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	30	2	0	9	10	12	39	66	27	2	216
10:00 - 10:59	21	36	4	3	6	9	18	34	135	70	3	339
11:00 - 11:59	26	44	6	2	10	10	18	52	128	84	7	387
12:00 - 12:59	19	49	7	2	11	12	16	39	93	63	9	320
13:00 - 13:59	13	44	18	2	9	15	21	49	73	34	3	281
14:00 - 14:59	24	46	9	4	13	19	13	49	87	49	13	326
15:00 - 15:59	31	120	28	8	15	32	10	50	74	54	8	430
16:00 - 16:59	33	152	15	8	23	22	18	34	44	16	2	367
17:00 - 17:59	12	69	14	3	11	14	21	20	26	5	0	195
18:00 - 18:59	9	59	12	4	6	15	27	8	18	5	0	163
Total	207	649	115	36	113	158	174	374	744	407	47	3024

Knutsford Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	35	3	0	10	8	6	55	66	32	4	238
10:00 - 10:59	48	47	8	2	14	16	9	74	113	108	6	445
11:00 - 11:59	152	84	6	0	26	17	20	64	167	98	13	647
12:00 - 12:59	34	67	14	1	10	16	19	66	99	65	7	398
13:00 - 13:59	20	53	10	2	9	23	15	56	83	66	6	343
14:00 - 14:59	25	62	12	6	20	17	19	60	82	83	6	392
15:00 - 15:59	48	141	21	6	15	16	21	42	90	43	4	447
16:00 - 16:59	37	147	17	5	28	23	32	29	40	21	0	379
Total	383	636	91	22	132	136	141	446	740	516	46	3289

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	35	3	0	10	8	6	55	66	32	4	238
10:00 - 10:59	48	47	8	2	14	16	9	74	113	108	6	445
11:00 - 11:59	152	84	6	0	26	17	20	64	167	98	13	647
12:00 - 12:59	34	67	14	1	10	16	19	66	99	65	7	398
13:00 - 13:59	20	53	10	2	9	23	15	56	83	66	6	343
14:00 - 14:59	25	62	12	6	20	17	19	60	82	83	6	392
15:00 - 15:59	48	141	21	6	15	16	21	42	90	43	4	447
16:00 - 16:59	37	147	17	5	28	23	32	29	40	21	0	379
Total	383	636	91	22	132	136	141	446	740	516	46	3289

Macclesfield Library

Macclesfield Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	63	13	6	22	24	29	82	142	43	3	448
10:00 - 10:59	109	319	18	5	42	48	57	164	286	130	6	1184
11:00 - 11:59	106	225	22	16	36	54	58	180	281	124	7	1109
12:00 - 12:59	67	119	39	13	54	50	82	123	179	91	0	817
13:00 - 13:59	44	111	25	19	38	49	58	114	141	72	2	673
14:00 - 14:59	62	141	28	14	42	45	44	130	201	65	9	781
15:00 - 15:59	58	152	36	8	34	45	43	119	125	59	12	691
16:00 - 16:59	59	157	32	18	34	53	56	61	43	23	0	536
17:00 - 17:59	26	81	20	22	26	34	42	34	25	11	0	321
18:00 - 18:59	18	55	11	19	29	29	24	33	17	7	0	242
Total	570	1423	244	140	357	431	493	1040	1440	625	39	6802

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	63	13	6	22	24	29	82	142	43	3	448
10:00 - 10:59	109	319	18	5	42	48	57	164	286	130	6	1184
11:00 - 11:59	106	225	22	16	36	54	58	180	281	124	7	1109
12:00 - 12:59	67	119	39	13	54	50	82	123	179	91	0	817
13:00 - 13:59	44	111	25	19	38	49	58	114	141	72	2	673
14:00 - 14:59	62	141	28	14	42	45	44	130	201	65	9	781
15:00 - 15:59	58	152	36	8	34	45	43	119	125	59	12	691
16:00 - 16:59	59	157	32	18	34	53	56	61	43	23	0	536
17:00 - 17:59	26	81	20	22	26	34	42	34	25	11	0	321
18:00 - 18:59	18	55	11	19	29	29	24	33	17	7	0	242
Total	570	1423	244	140	357	431	493	1040	1440	625	39	6802

Macclesfield Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	34	57	10	1	15	27	25	116	117	52	0	454
10:00 - 10:59	134	131	23	9	37	44	37	169	304	128	15	1031
11:00 - 11:59	156	129	18	9	26	46	61	181	323	113	10	1072
12:00 - 12:59	70	108	19	16	46	36	65	147	179	60	3	749
13:00 - 13:59	63	101	17	22	33	29	53	99	165	73	2	657
14:00 - 14:59	54	112	19	13	31	41	50	156	193	63	4	736
15:00 - 15:59	59	124	53	19	27	23	36	109	121	53	2	626
16:00 - 16:59	72	197	41	17	26	39	34	64	60	25	3	578
17:00 - 17:59	36	77	15	17	17	35	31	38	19	9	0	294
18:00 - 18:59	11	70	10	21	22	40	41	31	29	9	1	285
Total	689	1106	225	144	280	360	433	1110	1510	585	40	6482

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	34	57	10	1	15	27	25	116	117	52	0	454
10:00 - 10:59	134	131	23	9	37	44	37	169	304	128	15	1031
11:00 - 11:59	156	129	18	9	26	46	61	181	323	113	10	1072
12:00 - 12:59	70	108	19	16	46	36	65	147	179	60	3	749
13:00 - 13:59	63	101	17	22	33	29	53	99	165	73	2	657
14:00 - 14:59	54	112	19	13	31	41	50	156	193	63	4	736
15:00 - 15:59	59	124	53	19	27	23	36	109	121	53	2	626
16:00 - 16:59	72	197	41	17	26	39	34	64	60	25	3	578
17:00 - 17:59	36	77	15	17	17	35	31	38	19	9	0	294
18:00 - 18:59	11	70	10	21	22	40	41	31	29	9	1	285
Total	689	1106	225	144	280	360	433	1110	1510	585	40	6482

Macclesfield Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	26	52	9	3	11	18	34	85	100	59	5	402
10:00 - 10:59	92	118	18	6	30	38	47	152	247	81	6	835
11:00 - 11:59	85	135	19	14	48	53	69	145	268	82	11	929
12:00 - 12:59	112	118	33	29	66	38	62	113	171	85	2	829
13:00 - 13:59	62	66	17	17	52	44	54	103	131	52	2	600
14:00 - 14:59	52	95	28	24	42	38	45	111	151	60	7	653
15:00 - 15:59	53	107	36	32	30	29	37	100	105	39	8	576
16:00 - 16:59	65	162	37	18	48	43	51	76	63	28	1	592
Total	547	853	197	143	327	301	399	885	1236	486	42	5416

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	26	52	9	3	11	18	34	85	100	59	5	402
10:00 - 10:59	92	118	18	6	30	38	47	152	247	81	6	835
11:00 - 11:59	85	135	19	14	48	53	69	145	268	82	11	929
12:00 - 12:59	112	118	33	29	66	38	62	113	171	85	2	829
13:00 - 13:59	62	66	17	17	52	44	54	103	131	52	2	600
14:00 - 14:59	52	95	28	24	42	38	45	111	151	60	7	653
15:00 - 15:59	53	107	36	32	30	29	37	100	105	39	8	576
16:00 - 16:59	65	162	37	18	48	43	51	76	63	28	1	592
Total	547	853	197	143	327	301	399	885	1236	486	42	5416

Macclesfield Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	51	11	9	15	12	25	84	128	38	4	398
10:00 - 10:59	73	288	22	8	21	33	40	132	236	121	12	986
11:00 - 11:59	94	146	20	10	27	41	54	148	257	103	1	901
12:00 - 12:59	171	138	21	25	36	46	57	97	145	54	5	795
13:00 - 13:59	48	74	14	21	34	32	48	126	147	65	2	611
14:00 - 14:59	49	114	23	16	28	33	49	102	151	46	6	617
15:00 - 15:59	38	135	40	17	37	24	59	91	111	46	2	600
16:00 - 16:59	37	179	37	14	32	31	47	58	63	18	0	516
17:00 - 17:59	16	70	16	20	19	33	31	54	26	6	0	291
18:00 - 18:59	10	64	13	21	39	39	19	34	15	5	0	259
Total	557	1259	217	161	288	324	429	926	1279	502	32	5974

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	51	11	9	15	12	25	84	128	38	4	398
10:00 - 10:59	73	288	22	8	21	33	40	132	236	121	12	986
11:00 - 11:59	94	146	20	10	27	41	54	148	257	103	1	901
12:00 - 12:59	171	138	21	25	36	46	57	97	145	54	5	795
13:00 - 13:59	48	74	14	21	34	32	48	126	147	65	2	611
14:00 - 14:59	49	114	23	16	28	33	49	102	151	46	6	617
15:00 - 15:59	38	135	40	17	37	24	59	91	111	46	2	600
16:00 - 16:59	37	179	37	14	32	31	47	58	63	18	0	516
17:00 - 17:59	16	70	16	20	19	33	31	54	26	6	0	291
18:00 - 18:59	10	64	13	21	39	39	19	34	15	5	0	259
Total	557	1259	217	161	288	324	429	926	1279	502	32	5974

Macclesfield Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	64	10	2	21	25	45	98	104	41	0	431
10:00 - 10:59	112	172	17	11	37	63	49	153	276	135	5	1030
11:00 - 11:59	142	187	27	8	32	69	64	177	253	103	6	1068
12:00 - 12:59	73	100	24	17	35	69	58	160	195	65	7	803
13:00 - 13:59	47	96	14	11	37	50	50	95	159	63	3	625
14:00 - 14:59	90	114	23	13	43	39	67	134	179	52	7	761
15:00 - 15:59	63	109	35	13	40	39	45	104	142	51	6	647
16:00 - 16:59	78	218	37	24	40	62	55	79	75	25	1	694
Total	626	1060	187	99	285	416	433	1000	1383	535	35	6059

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	64	10	2	21	25	45	98	104	41	0	431
10:00 - 10:59	112	172	17	11	37	63	49	153	276	135	5	1030
11:00 - 11:59	142	187	27	8	32	69	64	177	253	103	6	1068
12:00 - 12:59	73	100	24	17	35	69	58	160	195	65	7	803
13:00 - 13:59	47	96	14	11	37	50	50	95	159	63	3	625
14:00 - 14:59	90	114	23	13	43	39	67	134	179	52	7	761
15:00 - 15:59	63	109	35	13	40	39	45	104	142	51	6	647
16:00 - 16:59	78	218	37	24	40	62	55	79	75	25	1	694
Total	626	1060	187	99	285	416	433	1000	1383	535	35	6059

Middlewich Library

Middlewich Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	5	10	2	0	1	0	7	16	13	13	0	67
10:00 - 10:59	79	28	1	5	8	15	13	49	53	18	0	269
11:00 - 11:59	18	40	3	4	8	4	8	45	55	22	1	208
12:00 - 12:59	14	30	4	2	6	8	11	33	46	10	1	165
13:00 - 13:59	13	24	3	1	3	5	4	25	27	10	0	115
14:00 - 14:59	10	25	7	2	10	6	11	38	51	13	1	174
15:00 - 15:59	20	109	21	0	8	13	7	23	32	11	0	244
16:00 - 16:59	12	67	6	2	8	12	6	12	13	4	0	142
Total	171	333	47	16	52	63	67	241	290	101	3	1384

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	5	10	2	0	1	0	7	16	13	13	0	67
10:00 - 10:59	79	28	1	5	8	15	13	49	53	18	0	269
11:00 - 11:59	18	40	3	4	8	4	8	45	55	22	1	208
12:00 - 12:59	14	30	4	2	6	8	11	33	46	10	1	165
13:00 - 13:59	13	24	3	1	3	5	4	25	27	10	0	115
14:00 - 14:59	10	25	7	2	10	6	11	38	51	13	1	174
15:00 - 15:59	20	109	21	0	8	13	7	23	32	11	0	244
16:00 - 16:59	12	67	6	2	8	12	6	12	13	4	0	142
Total	171	333	47	16	52	63	67	241	290	101	3	1384

Middlewich Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	25	16	3	0	2	1	7	52	36	19	3	164
10:00 - 10:59	133	58	3	4	5	8	19	62	65	16	3	376
11:00 - 11:59	35	32	10	3	7	8	17	52	58	21	1	244
12:00 - 12:59	10	25	9	3	13	9	18	38	40	22	0	187
13:00 - 13:59	17	26	5	3	6	6	11	23	32	9	2	140
14:00 - 14:59	12	36	10	3	5	10	14	35	67	22	2	216
15:00 - 15:59	18	110	17	2	10	23	15	26	26	8	1	256
16:00 - 16:59	17	119	8	4	13	17	12	16	18	3	0	227
Total	267	422	65	22	61	82	113	304	342	120	12	1810

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	25	16	3	0	2	1	7	52	36	19	3	164
10:00 - 10:59	133	58	3	4	5	8	19	62	65	16	3	376
11:00 - 11:59	35	32	10	3	7	8	17	52	58	21	1	244
12:00 - 12:59	10	25	9	3	13	9	18	38	40	22	0	187
13:00 - 13:59	17	26	5	3	6	6	11	23	32	9	2	140
14:00 - 14:59	12	36	10	3	5	10	14	35	67	22	2	216
15:00 - 15:59	18	110	17	2	10	23	15	26	26	8	1	256
16:00 - 16:59	17	119	8	4	13	17	12	16	18	3	0	227
Total	267	422	65	22	61	82	113	304	342	120	12	1810

Middlewich Library – Wednesday

Closed on Wednesdays

Middlewich Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	13	26	5	1	1	3	11	29	23	13	0	125
10:00 - 10:59	95	72	3	0	10	13	20	39	70	19	1	342
11:00 - 11:59	38	65	3	2	8	10	15	41	74	27	5	288
12:00 - 12:59	12	47	4	2	14	10	19	33	33	12	0	186
13:00 - 13:59	16	25	6	6	10	8	9	32	47	9	0	168
14:00 - 14:59	18	49	8	3	6	6	11	33	55	17	1	207
15:00 - 15:59	46	100	24	3	16	27	12	29	39	8	0	304
16:00 - 16:59	18	98	14	1	13	11	21	30	15	4	0	225
17:00 - 17:59	4	53	8	3	7	7	21	18	2	1	0	124
18:00 - 18:59	7	56	4	1	10	17	8	5	0	0	0	108
Total	267	591	79	22	95	112	147	289	358	110	7	2077

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	13	26	5	1	1	3	11	29	23	13	0	125
10:00 - 10:59	95	72	3	0	10	13	20	39	70	19	1	342
11:00 - 11:59	38	65	3	2	8	10	15	41	74	27	5	288
12:00 - 12:59	12	47	4	2	14	10	19	33	33	12	0	186
13:00 - 13:59	16	25	6	6	10	8	9	32	47	9	0	168
14:00 - 14:59	18	49	8	3	6	6	11	33	55	17	1	207
15:00 - 15:59	46	100	24	3	16	27	12	29	39	8	0	304
16:00 - 16:59	18	98	14	1	13	11	21	30	15	4	0	225
17:00 - 17:59	4	53	8	3	7	7	21	18	2	1	0	124
18:00 - 18:59	7	56	4	1	10	17	8	5	0	0	0	108
Total	267	591	79	22	95	112	147	289	358	110	7	2077

Middlewich Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	7	16	1	0	4	3	10	56	23	21	3	144
10:00 - 10:59	10	25	6	1	8	12	15	45	55	30	6	213
11:00 - 11:59	30	54	8	2	5	10	23	44	71	25	0	272
12:00 - 12:59	16	34	3	2	5	5	24	36	40	21	0	186
13:00 - 13:59	5	27	2	1	4	13	9	36	32	11	0	140
14:00 - 14:59	20	23	5	5	9	12	15	43	44	26	0	202
15:00 - 15:59	21	108	17	2	8	30	10	23	27	5	0	251
16:00 - 16:59	20	173	12	1	4	26	5	20	9	4	0	274
Total	129	460	54	14	47	111	111	303	301	143	9	1682

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	7	16	1	0	4	3	10	56	23	21	3	144
10:00 - 10:59	10	25	6	1	8	12	15	45	55	30	6	213
11:00 - 11:59	30	54	8	2	5	10	23	44	71	25	0	272
12:00 - 12:59	16	34	3	2	5	5	24	36	40	21	0	186
13:00 - 13:59	5	27	2	1	4	13	9	36	32	11	0	140
14:00 - 14:59	20	23	5	5	9	12	15	43	44	26	0	202
15:00 - 15:59	21	108	17	2	8	30	10	23	27	5	0	251
16:00 - 16:59	20	173	12	1	4	26	5	20	9	4	0	274
Total	129	460	54	14	47	111	111	303	301	143	9	1682

Nantwich Library

Nantwich Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	23	54	13	14	19	13	29	59	176	81	19	500
10:00 - 10:59	57	108	13	8	31	19	30	85	231	187	9	778
11:00 - 11:59	73	103	14	8	20	15	43	102	276	136	15	805
12:00 - 12:59	55	89	20	8	18	26	31	85	173	83	4	592
13:00 - 13:59	38	52	16	10	19	25	43	69	134	68	6	480
14:00 - 14:59	39	84	14	11	19	22	25	97	144	101	5	561
15:00 - 15:59	55	83	15	3	25	23	40	97	125	44	1	511
16:00 - 16:59	35	143	28	4	14	17	24	52	81	28	0	426
Total	375	716	133	66	165	160	265	646	1340	728	59	4653

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	23	54	13	14	19	13	29	59	176	81	19	500
10:00 - 10:59	57	108	13	8	31	19	30	85	231	187	9	778
11:00 - 11:59	73	103	14	8	20	15	43	102	276	136	15	805
12:00 - 12:59	55	89	20	8	18	26	31	85	173	83	4	592
13:00 - 13:59	38	52	16	10	19	25	43	69	134	68	6	480
14:00 - 14:59	39	84	14	11	19	22	25	97	144	101	5	561
15:00 - 15:59	55	83	15	3	25	23	40	97	125	44	1	511
16:00 - 16:59	35	143	28	4	14	17	24	52	81	28	0	426
Total	375	716	133	66	165	160	265	646	1340	728	59	4653

Nantwich Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	18	35	8	17	13	16	28	63	167	75	10	450
10:00 - 10:59	45	90	12	3	29	9	31	118	266	191	35	829
11:00 - 11:59	166	99	15	9	27	30	49	138	320	152	13	1018
12:00 - 12:59	59	97	15	5	26	24	33	99	241	77	3	679
13:00 - 13:59	36	52	10	8	11	23	20	82	144	61	3	450
14:00 - 14:59	36	124	27	5	20	21	45	70	193	81	13	635
15:00 - 15:59	36	94	19	4	21	11	29	79	151	59	5	508
16:00 - 16:59	24	174	26	6	32	24	26	41	63	23	1	440
17:00 - 17:59	16	85	20	10	16	18	25	29	29	12	0	260
18:00 - 18:59	24	90	19	3	13	15	39	21	18	35	1	278
Total	460	940	171	70	208	191	325	740	1592	766	84	5547

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	18	35	8	17	13	16	28	63	167	75	10	450
10:00 - 10:59	45	90	12	3	29	9	31	118	266	191	35	829
11:00 - 11:59	166	99	15	9	27	30	49	138	320	152	13	1018
12:00 - 12:59	59	97	15	5	26	24	33	99	241	77	3	679
13:00 - 13:59	36	52	10	8	11	23	20	82	144	61	3	450
14:00 - 14:59	36	124	27	5	20	21	45	70	193	81	13	635
15:00 - 15:59	36	94	19	4	21	11	29	79	151	59	5	508
16:00 - 16:59	24	174	26	6	32	24	26	41	63	23	1	440
17:00 - 17:59	16	85	20	10	16	18	25	29	29	12	0	260
18:00 - 18:59	24	90	19	3	13	15	39	21	18	35	1	278
Total	460	940	171	70	208	191	325	740	1592	766	84	5547

Nantwich Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	34	7	15	9	10	28	62	142	59	6	393
10:00 - 10:59	45	59	20	3	15	30	44	89	210	111	13	639
11:00 - 11:59	49	80	22	5	25	19	38	108	230	107	13	696
12:00 - 12:59	47	64	13	2	17	25	33	100	175	78	5	559
13:00 - 13:59	62	45	11	5	17	26	31	67	124	52	4	444
14:00 - 14:59	60	45	21	11	18	13	34	82	157	75	9	525
15:00 - 15:59	49	82	27	7	15	16	22	53	104	41	7	423
16:00 - 16:59	33	97	16	8	25	18	27	38	61	25	2	350
Total	366	506	137	56	141	157	257	599	1203	548	59	4029

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	21	34	7	15	9	10	28	62	142	59	6	393
10:00 - 10:59	45	59	20	3	15	30	44	89	210	111	13	639
11:00 - 11:59	49	80	22	5	25	19	38	108	230	107	13	696
12:00 - 12:59	47	64	13	2	17	25	33	100	175	78	5	559
13:00 - 13:59	62	45	11	5	17	26	31	67	124	52	4	444
14:00 - 14:59	60	45	21	11	18	13	34	82	157	75	9	525
15:00 - 15:59	49	82	27	7	15	16	22	53	104	41	7	423
16:00 - 16:59	33	97	16	8	25	18	27	38	61	25	2	350
Total	366	506	137	56	141	157	257	599	1203	548	59	4029

Nantwich Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	15	29	26	6	8	5	42	47	127	62	4	371
10:00 - 10:59	54	101	20	2	23	36	29	110	271	159	7	812
11:00 - 11:59	130	87	20	2	21	22	36	128	228	145	41	860
12:00 - 12:59	28	54	19	6	24	15	27	89	167	80	5	514
13:00 - 13:59	30	52	9	2	16	14	29	61	113	51	6	383
14:00 - 14:59	30	70	18	5	17	18	16	63	169	89	5	500
15:00 - 15:59	27	99	43	4	16	24	27	69	116	55	7	487
16:00 - 16:59	37	131	44	6	24	26	26	41	70	22	2	429
Total	351	623	199	33	149	160	232	608	1261	663	77	4356

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	15	29	26	6	8	5	42	47	127	62	4	371
10:00 - 10:59	54	101	20	2	23	36	29	110	271	159	7	812
11:00 - 11:59	130	87	20	2	21	22	36	128	228	145	41	860
12:00 - 12:59	28	54	19	6	24	15	27	89	167	80	5	514
13:00 - 13:59	30	52	9	2	16	14	29	61	113	51	6	383
14:00 - 14:59	30	70	18	5	17	18	16	63	169	89	5	500
15:00 - 15:59	27	99	43	4	16	24	27	69	116	55	7	487
16:00 - 16:59	37	131	44	6	24	26	26	41	70	22	2	429
Total	351	623	199	33	149	160	232	608	1261	663	77	4356

Nantwich Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	23	10	8	13	15	22	40	155	70	21	396
10:00 - 10:59	88	74	15	3	26	23	36	114	225	108	32	744
11:00 - 11:59	127	108	25	8	38	38	36	86	259	98	18	841
12:00 - 12:59	65	85	14	6	21	19	37	76	154	52	3	532
13:00 - 13:59	36	64	13	6	14	18	37	74	141	41	6	450
14:00 - 14:59	41	77	20	4	15	11	28	75	169	81	9	530
15:00 - 15:59	60	99	29	5	22	19	31	84	124	53	3	529
16:00 - 16:59	43	126	19	5	18	19	32	61	54	18	1	396
Total	479	656	145	45	167	162	259	610	1281	521	93	4418

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	23	10	8	13	15	22	40	155	70	21	396
10:00 - 10:59	88	74	15	3	26	23	36	114	225	108	32	744
11:00 - 11:59	127	108	25	8	38	38	36	86	259	98	18	841
12:00 - 12:59	65	85	14	6	21	19	37	76	154	52	3	532
13:00 - 13:59	36	64	13	6	14	18	37	74	141	41	6	450
14:00 - 14:59	41	77	20	4	15	11	28	75	169	81	9	530
15:00 - 15:59	60	99	29	5	22	19	31	84	124	53	3	529
16:00 - 16:59	43	126	19	5	18	19	32	61	54	18	1	396
Total	479	656	145	45	167	162	259	610	1281	521	93	4418

Poynton Library

Poynton Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	31	58	11	2	10	15	14	48	75	30	1	295
10:00 - 10:59	59	68	8	6	23	12	11	81	209	120	3	600
11:00 - 11:59	92	83	10	5	11	16	16	106	184	93	8	624
12:00 - 12:59	52	67	10	5	11	26	9	62	163	77	12	494
13:00 - 13:59	30	57	9	13	3	14	17	58	90	38	3	332
14:00 - 14:59	37	90	9	6	9	17	18	79	144	82	8	499
15:00 - 15:59	88	176	29	5	17	21	20	74	94	71	4	599
16:00 - 16:59	67	145	33	7	14	31	31	47	75	39	3	492
Total	456	744	119	49	98	152	136	555	1034	550	42	3935

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	31	58	11	2	10	15	14	48	75	30	1	295
10:00 - 10:59	59	68	8	6	23	12	11	81	209	120	3	600
11:00 - 11:59	92	83	10	5	11	16	16	106	184	93	8	624
12:00 - 12:59	52	67	10	5	11	26	9	62	163	77	12	494
13:00 - 13:59	30	57	9	13	3	14	17	58	90	38	3	332
14:00 - 14:59	37	90	9	6	9	17	18	79	144	82	8	499
15:00 - 15:59	88	176	29	5	17	21	20	74	94	71	4	599
16:00 - 16:59	67	145	33	7	14	31	31	47	75	39	3	492
Total	456	744	119	49	98	152	136	555	1034	550	42	3935

Poynton Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	38	70	19	5	7	11	14	53	87	45	4	353
10:00 - 10:59	89	78	18	8	10	13	24	76	192	87	4	599
11:00 - 11:59	79	119	25	4	23	11	17	79	152	116	6	631
12:00 - 12:59	23	63	9	11	11	14	24	67	154	52	5	433
13:00 - 13:59	24	43	16	6	6	18	14	72	109	52	5	365
14:00 - 14:59	47	58	13	6	17	14	20	86	116	78	6	461
15:00 - 15:59	62	147	26	3	10	14	28	80	112	74	12	568
16:00 - 16:59	66	108	25	10	18	24	30	61	69	38	2	451
17:00 - 17:59	15	48	8	5	5	20	11	23	20	3	1	159
18:00 - 18:59	5	18	7	2	3	1	7	21	18	1	0	83
Total	448	752	166	60	110	140	189	618	1029	546	45	4103

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	38	70	19	5	7	11	14	53	87	45	4	353
10:00 - 10:59	89	78	18	8	10	13	24	76	192	87	4	599
11:00 - 11:59	79	119	25	4	23	11	17	79	152	116	6	631
12:00 - 12:59	23	63	9	11	11	14	24	67	154	52	5	433
13:00 - 13:59	24	43	16	6	6	18	14	72	109	52	5	365
14:00 - 14:59	47	58	13	6	17	14	20	86	116	78	6	461
15:00 - 15:59	62	147	26	3	10	14	28	80	112	74	12	568
16:00 - 16:59	66	108	25	10	18	24	30	61	69	38	2	451
17:00 - 17:59	15	48	8	5	5	20	11	23	20	3	1	159
18:00 - 18:59	5	18	7	2	3	1	7	21	18	1	0	83
Total	448	752	166	60	110	140	189	618	1029	546	45	4103

Poynton Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	33	13	3	7	13	8	34	81	48	3	262
10:00 - 10:59	125	70	17	8	16	14	16	76	196	74	3	615
11:00 - 11:59	133	82	9	5	15	12	17	71	166	81	6	597
12:00 - 12:59	47	69	13	10	15	17	8	65	101	62	1	408
13:00 - 13:59	20	47	11	2	10	11	10	51	79	28	1	270
14:00 - 14:59	20	60	19	7	9	14	13	58	115	72	8	395
15:00 - 15:59	53	151	16	3	9	19	16	61	85	40	3	456
16:00 - 16:59	56	173	24	3	21	20	18	38	46	20	4	423
Total	473	685	122	41	102	120	106	454	869	425	29	3426

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	19	33	13	3	7	13	8	34	81	48	3	262
10:00 - 10:59	125	70	17	8	16	14	16	76	196	74	3	615
11:00 - 11:59	133	82	9	5	15	12	17	71	166	81	6	597
12:00 - 12:59	47	69	13	10	15	17	8	65	101	62	1	408
13:00 - 13:59	20	47	11	2	10	11	10	51	79	28	1	270
14:00 - 14:59	20	60	19	7	9	14	13	58	115	72	8	395
15:00 - 15:59	53	151	16	3	9	19	16	61	85	40	3	456
16:00 - 16:59	56	173	24	3	21	20	18	38	46	20	4	423
Total	473	685	122	41	102	120	106	454	869	425	29	3426

Poynton Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	22	44	8	4	4	10	7	42	89	35	2	267
10:00 - 10:59	41	54	11	0	16	17	9	65	143	91	1	448
11:00 - 11:59	262	180	14	2	28	10	13	82	124	84	5	804
12:00 - 12:59	55	54	16	3	10	19	9	65	137	57	5	430
13:00 - 13:59	20	32	12	2	12	12	19	65	76	29	3	282
14:00 - 14:59	24	71	17	4	7	12	11	70	84	68	3	371
15:00 - 15:59	44	111	23	5	8	24	20	54	83	44	7	423
16:00 - 16:59	40	155	29	5	7	23	10	41	62	25	2	399
Total	508	701	130	25	92	127	98	484	798	433	28	3424

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	22	44	8	4	4	10	7	42	89	35	2	267
10:00 - 10:59	41	54	11	0	16	17	9	65	143	91	1	448
11:00 - 11:59	262	180	14	2	28	10	13	82	124	84	5	804
12:00 - 12:59	55	54	16	3	10	19	9	65	137	57	5	430
13:00 - 13:59	20	32	12	2	12	12	19	65	76	29	3	282
14:00 - 14:59	24	71	17	4	7	12	11	70	84	68	3	371
15:00 - 15:59	44	111	23	5	8	24	20	54	83	44	7	423
16:00 - 16:59	40	155	29	5	7	23	10	41	62	25	2	399
Total	508	701	130	25	92	127	98	484	798	433	28	3424

Poynton Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	32	50	16	4	13	21	13	52	74	52	0	327
10:00 - 10:59	120	117	23	6	17	29	18	85	212	107	4	738
11:00 - 11:59	96	101	12	3	16	19	22	72	130	119	3	593
12:00 - 12:59	66	84	6	0	16	24	21	60	105	73	4	459
13:00 - 13:59	21	51	7	4	20	14	28	43	102	42	3	335
14:00 - 14:59	54	66	9	3	12	18	22	69	126	80	8	467
15:00 - 15:59	61	135	29	2	12	18	23	56	95	60	6	497
16:00 - 16:59	63	163	24	6	9	34	29	27	65	31	0	451
Total	513	767	126	28	115	177	176	464	909	564	28	3867

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	32	50	16	4	13	21	13	52	74	52	0	327
10:00 - 10:59	120	117	23	6	17	29	18	85	212	107	4	738
11:00 - 11:59	96	101	12	3	16	19	22	72	130	119	3	593
12:00 - 12:59	66	84	6	0	16	24	21	60	105	73	4	459
13:00 - 13:59	21	51	7	4	20	14	28	43	102	42	3	335
14:00 - 14:59	54	66	9	3	12	18	22	69	126	80	8	467
15:00 - 15:59	61	135	29	2	12	18	23	56	95	60	6	497
16:00 - 16:59	63	163	24	6	9	34	29	27	65	31	0	451
Total	513	767	126	28	115	177	176	464	909	564	28	3867

Sandbach Library

Sandbach Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	30	66	12	1	13	18	50	68	94	91	1	444
10:00 - 10:59	61	57	7	4	27	6	26	116	156	44	9	513
11:00 - 11:59	124	119	12	8	32	14	26	133	146	73	2	689
12:00 - 12:59	28	73	2	8	22	15	29	83	106	77	1	444
13:00 - 13:59	13	61	9	7	13	14	20	80	96	44	3	360
14:00 - 14:59	35	85	23	4	14	13	19	95	111	33	4	436
15:00 - 15:59	52	119	13	9	14	14	19	65	80	22	1	408
16:00 - 16:59	47	95	11	5	14	8	22	37	56	13	5	313
Total	390	675	89	46	149	102	211	677	845	397	26	3607

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	30	66	12	1	13	18	50	68	94	91	1	444
10:00 - 10:59	61	57	7	4	27	6	26	116	156	44	9	513
11:00 - 11:59	124	119	12	8	32	14	26	133	146	73	2	689
12:00 - 12:59	28	73	2	8	22	15	29	83	106	77	1	444
13:00 - 13:59	13	61	9	7	13	14	20	80	96	44	3	360
14:00 - 14:59	35	85	23	4	14	13	19	95	111	33	4	436
15:00 - 15:59	52	119	13	9	14	14	19	65	80	22	1	408
16:00 - 16:59	47	95	11	5	14	8	22	37	56	13	5	313
Total	390	675	89	46	149	102	211	677	845	397	26	3607

Sandbach Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	22	46	5	4	8	15	40	45	104	42	1	332
10:00 - 10:59	76	63	7	10	10	8	27	96	132	79	6	514
11:00 - 11:59	65	81	8	7	9	13	17	112	142	84	7	545
12:00 - 12:59	31	67	4	6	10	7	23	104	112	30	2	396
13:00 - 13:59	48	49	5	9	18	6	24	54	89	34	4	340
14:00 - 14:59	68	63	10	4	13	12	20	67	99	40	4	400
15:00 - 15:59	59	132	14	6	23	16	21	66	62	20	2	421
16:00 - 16:59	43	157	10	3	14	19	22	46	41	15	1	371
Total	412	658	63	49	105	96	194	590	781	344	27	3319

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	22	46	5	4	8	15	40	45	104	42	1	332
10:00 - 10:59	76	63	7	10	10	8	27	96	132	79	6	514
11:00 - 11:59	65	81	8	7	9	13	17	112	142	84	7	545
12:00 - 12:59	31	67	4	6	10	7	23	104	112	30	2	396
13:00 - 13:59	48	49	5	9	18	6	24	54	89	34	4	340
14:00 - 14:59	68	63	10	4	13	12	20	67	99	40	4	400
15:00 - 15:59	59	132	14	6	23	16	21	66	62	20	2	421
16:00 - 16:59	43	157	10	3	14	19	22	46	41	15	1	371
Total	412	658	63	49	105	96	194	590	781	344	27	3319

Sandbach Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	24	37	4	3	5	16	30	50	92	42	0	303
10:00 - 10:59	69	60	10	2	23	9	9	101	98	50	3	434
11:00 - 11:59	144	69	8	8	21	16	13	105	128	54	4	570
12:00 - 12:59	36	50	11	6	15	9	22	66	78	40	3	336
13:00 - 13:59	25	43	6	2	8	6	22	46	81	26	1	266
14:00 - 14:59	43	48	3	3	16	7	15	65	83	32	5	320
15:00 - 15:59	39	100	17	3	24	15	7	64	64	17	1	351
16:00 - 16:59	33	104	14	7	21	8	19	30	44	8	2	290
17:00 - 17:59	13	59	7	7	23	7	22	16	21	2	0	177
18:00 - 18:59	6	50	7	7	15	8	20	20	11	3	0	147
Total	432	620	87	48	171	101	179	563	700	274	19	3194

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	24	37	4	3	5	16	30	50	92	42	0	303
10:00 - 10:59	69	60	10	2	23	9	9	101	98	50	3	434
11:00 - 11:59	144	69	8	8	21	16	13	105	128	54	4	570
12:00 - 12:59	36	50	11	6	15	9	22	66	78	40	3	336
13:00 - 13:59	25	43	6	2	8	6	22	46	81	26	1	266
14:00 - 14:59	43	48	3	3	16	7	15	65	83	32	5	320
15:00 - 15:59	39	100	17	3	24	15	7	64	64	17	1	351
16:00 - 16:59	33	104	14	7	21	8	19	30	44	8	2	290
17:00 - 17:59	13	59	7	7	23	7	22	16	21	2	0	177
18:00 - 18:59	6	50	7	7	15	8	20	20	11	3	0	147
Total	432	620	87	48	171	101	179	563	700	274	19	3194

Sandbach Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	14	33	4	4	7	7	18	40	65	70	1	263
10:00 - 10:59	62	55	7	5	11	3	13	85	135	77	7	460
11:00 - 11:59	105	79	4	7	20	11	19	77	106	43	4	475
12:00 - 12:59	30	57	10	1	9	9	14	53	70	35	0	288
13:00 - 13:59	25	37	5	4	13	9	13	44	50	26	0	226
14:00 - 14:59	27	34	6	3	15	16	13	45	66	16	0	241
15:00 - 15:59	26	94	7	4	20	12	14	66	56	17	1	317
16:00 - 16:59	34	105	11	5	19	7	19	40	35	14	4	293
Total	323	494	54	33	114	74	123	450	583	298	17	2563

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	14	33	4	4	7	7	18	40	65	70	1	263
10:00 - 10:59	62	55	7	5	11	3	13	85	135	77	7	460
11:00 - 11:59	105	79	4	7	20	11	19	77	106	43	4	475
12:00 - 12:59	30	57	10	1	9	9	14	53	70	35	0	288
13:00 - 13:59	25	37	5	4	13	9	13	44	50	26	0	226
14:00 - 14:59	27	34	6	3	15	16	13	45	66	16	0	241
15:00 - 15:59	26	94	7	4	20	12	14	66	56	17	1	317
16:00 - 16:59	34	105	11	5	19	7	19	40	35	14	4	293
Total	323	494	54	33	114	74	123	450	583	298	17	2563

Sandbach Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	22	39	6	1	16	8	40	75	73	33	0	313
10:00 - 10:59	48	74	4	4	11	13	20	78	109	51	0	412
11:00 - 11:59	76	83	3	9	17	14	20	94	146	64	3	529
12:00 - 12:59	46	65	9	11	11	12	30	74	114	54	0	426
13:00 - 13:59	47	54	8	4	21	15	39	58	116	32	0	394
14:00 - 14:59	51	64	5	8	15	16	19	69	96	27	4	374
15:00 - 15:59	48	130	19	6	15	16	18	61	59	29	7	408
16:00 - 16:59	36	130	21	4	23	16	28	33	42	25	0	358
Total	374	639	75	47	129	110	214	542	755	315	14	3214

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	22	39	6	1	16	8	40	75	73	33	0	313
10:00 - 10:59	48	74	4	4	11	13	20	78	109	51	0	412
11:00 - 11:59	76	83	3	9	17	14	20	94	146	64	3	529
12:00 - 12:59	46	65	9	11	11	12	30	74	114	54	0	426
13:00 - 13:59	47	54	8	4	21	15	39	58	116	32	0	394
14:00 - 14:59	51	64	5	8	15	16	19	69	96	27	4	374
15:00 - 15:59	48	130	19	6	15	16	18	61	59	29	7	408
16:00 - 16:59	36	130	21	4	23	16	28	33	42	25	0	358
Total	374	639	75	47	129	110	214	542	755	315	14	3214

Wilmslow Library

Wilmslow Library – Monday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	24	78	28	4	14	15	19	27	75	40	1	325
10:00 - 10:59	54	121	12	9	23	20	38	69	176	99	3	624
11:00 - 11:59	141	134	14	5	45	24	27	92	189	101	15	787
12:00 - 12:59	45	89	25	5	10	25	42	80	140	100	10	571
13:00 - 13:59	32	85	20	7	18	21	36	60	97	51	7	434
14:00 - 14:59	46	134	18	3	12	31	33	80	133	84	6	580
15:00 - 15:59	58	130	38	6	22	23	27	70	86	62	9	531
16:00 - 16:59	106	254	46	6	26	29	31	56	57	23	3	637
Total	506	1025	201	45	170	188	253	534	953	560	54	4489

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	24	78	28	4	14	15	19	27	75	40	1	325
10:00 - 10:59	54	121	12	9	23	20	38	69	176	99	3	624
11:00 - 11:59	141	134	14	5	45	24	27	92	189	101	15	787
12:00 - 12:59	45	89	25	5	10	25	42	80	140	100	10	571
13:00 - 13:59	32	85	20	7	18	21	36	60	97	51	7	434
14:00 - 14:59	46	134	18	3	12	31	33	80	133	84	6	580
15:00 - 15:59	58	130	38	6	22	23	27	70	86	62	9	531
16:00 - 16:59	106	254	46	6	26	29	31	56	57	23	3	637
Total	506	1025	201	45	170	188	253	534	953	560	54	4489

Wilmslow Library – Tuesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	25	45	9	5	15	17	19	50	86	42	3	316
10:00 - 10:59	48	130	5	4	18	17	16	73	177	77	12	577
11:00 - 11:59	45	99	9	8	17	17	40	74	215	107	18	649
12:00 - 12:59	21	70	19	12	18	20	29	66	140	71	10	476
13:00 - 13:59	24	76	15	3	17	24	29	64	78	44	7	381
14:00 - 14:59	25	79	22	6	13	17	35	62	138	75	11	483
15:00 - 15:59	42	111	50	9	18	23	34	71	114	52	4	528
16:00 - 16:59	41	171	39	19	24	21	29	50	54	18	6	472
Total	271	781	168	66	140	156	231	510	1002	486	71	3882

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	25	45	9	5	15	17	19	50	86	42	3	316
10:00 - 10:59	48	130	5	4	18	17	16	73	177	77	12	577
11:00 - 11:59	45	99	9	8	17	17	40	74	215	107	18	649
12:00 - 12:59	21	70	19	12	18	20	29	66	140	71	10	476
13:00 - 13:59	24	76	15	3	17	24	29	64	78	44	7	381
14:00 - 14:59	25	79	22	6	13	17	35	62	138	75	11	483
15:00 - 15:59	42	111	50	9	18	23	34	71	114	52	4	528
16:00 - 16:59	41	171	39	19	24	21	29	50	54	18	6	472
Total	271	781	168	66	140	156	231	510	1002	486	71	3882

Wilmslow Library – Wednesday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	24	91	16	4	6	14	20	42	54	38	4	313
10:00 - 10:59	68	97	12	6	13	15	37	67	162	65	9	551
11:00 - 11:59	59	83	19	5	14	21	29	97	143	97	15	582
12:00 - 12:59	34	79	13	4	6	10	18	79	97	43	10	393
13:00 - 13:59	27	59	28	10	15	21	30	68	81	21	6	366
14:00 - 14:59	39	60	18	4	17	22	30	70	101	33	8	402
15:00 - 15:59	94	80	33	2	17	23	31	57	86	29	3	455
16:00 - 16:59	41	139	56	5	17	23	28	40	36	14	11	410
Total	386	688	195	40	105	149	223	520	760	340	66	3472

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	24	91	16	4	6	14	20	42	54	38	4	313
10:00 - 10:59	68	97	12	6	13	15	37	67	162	65	9	551
11:00 - 11:59	59	83	19	5	14	21	29	97	143	97	15	582
12:00 - 12:59	34	79	13	4	6	10	18	79	97	43	10	393
13:00 - 13:59	27	59	28	10	15	21	30	68	81	21	6	366
14:00 - 14:59	39	60	18	4	17	22	30	70	101	33	8	402
15:00 - 15:59	94	80	33	2	17	23	31	57	86	29	3	455
16:00 - 16:59	41	139	56	5	17	23	28	40	36	14	11	410
Total	386	688	195	40	105	149	223	520	760	340	66	3472

Wilmslow Library – Thursday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	22	35	6	6	12	6	39	40	81	24	3	274
10:00 - 10:59	48	102	13	1	17	7	38	78	120	84	7	515
11:00 - 11:59	178	87	14	4	33	17	40	67	138	87	9	674
12:00 - 12:59	35	66	12	4	14	20	28	65	109	58	11	422
13:00 - 13:59	29	43	12	8	11	22	36	59	62	29	7	318
14:00 - 14:59	32	64	19	7	5	22	24	58	97	53	5	386
15:00 - 15:59	28	65	37	6	17	22	33	53	77	46	3	387
16:00 - 16:59	40	137	29	4	19	21	22	53	42	19	4	390
17:00 - 17:59	12	56	13	3	15	17	30	38	34	7	4	229
18:00 - 18:59	10	32	10	6	8	23	27	32	33	5	5	191
Total	434	687	165	49	151	177	317	543	793	412	58	3786

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	22	35	6	6	12	6	39	40	81	24	3	274
10:00 - 10:59	48	102	13	1	17	7	38	78	120	84	7	515
11:00 - 11:59	178	87	14	4	33	17	40	67	138	87	9	674
12:00 - 12:59	35	66	12	4	14	20	28	65	109	58	11	422
13:00 - 13:59	29	43	12	8	11	22	36	59	62	29	7	318
14:00 - 14:59	32	64	19	7	5	22	24	58	97	53	5	386
15:00 - 15:59	28	65	37	6	17	22	33	53	77	46	3	387
16:00 - 16:59	40	137	29	4	19	21	22	53	42	19	4	390
17:00 - 17:59	12	56	13	3	15	17	30	38	34	7	4	229
18:00 - 18:59	10	32	10	6	8	23	27	32	33	5	5	191
Total	434	687	165	49	151	177	317	543	793	412	58	3786

Wilmslow Library – Friday

Heat map for all patrons

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	17	39	10	2	16	10	20	38	88	27	2	269
10:00 - 10:59	52	93	12	2	21	17	26	73	140	55	10	501
11:00 - 11:59	70	111	17	6	27	25	23	99	141	99	14	632
12:00 - 12:59	36	68	22	6	17	33	40	66	113	44	14	459
13:00 - 13:59	31	65	16	7	13	16	33	63	81	32	13	370
14:00 - 14:59	31	92	17	2	16	19	42	58	112	59	8	456
15:00 - 15:59	54	103	42	9	18	25	40	74	90	44	7	506
16:00 - 16:59	52	150	34	10	12	27	50	45	70	26	2	478
Total	343	721	170	44	140	172	274	516	835	386	70	3671

Heat map for each age range

Hours / Age	Preschool	Primary	Secondary	20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79	80 - 89	90 - 99	Total
09:00 - 09:59	17	39	10	2	16	10	20	38	88	27	2	269
10:00 - 10:59	52	93	12	2	21	17	26	73	140	55	10	501
11:00 - 11:59	70	111	17	6	27	25	23	99	141	99	14	632
12:00 - 12:59	36	68	22	6	17	33	40	66	113	44	14	459
13:00 - 13:59	31	65	16	7	13	16	33	63	81	32	13	370
14:00 - 14:59	31	92	17	2	16	19	42	58	112	59	8	456
15:00 - 15:59	54	103	42	9	18	25	40	74	90	44	7	506
16:00 - 16:59	52	150	34	10	12	27	50	45	70	26	2	478
Total	343	721	170	44	140	172	274	516	835	386	70	3671

Date	Title	Purpose of Report	Lead Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment	Corporate Plan Priority	Part of Budget and Policy Framework	Exempt Item and Paragraph Number
28/09/2023	Local Plan Next Steps	To consider the implications of the government's national planning reforms on the Council's new Local Plan programme, and specifically to decide whether the Plan will be taken forward under the current legislative and national policy framework or be prepared as a 'new style' plan under the revised legislative and national policy framework.	GOWING, Jane	No	No	Open;#Fair;#Green	Yes	No
28/09/2023	MTFS 91 Green Spaces Maintenance Review - Update	To update Members on progress with the review, seek approval subject to consultation of a policy document setting out typologies of site grounds maintenance by different site types and also present a proposed recommendation relating to those sites currently maintained but not in the Council's ownership and/or which it holds a legal responsibility to do so.	SHUTTLEWORTH, Tom	No	Yes	Green	Yes	No
28/09/2023	Alley Gating Public Spaces Protection Order	To receive and approve an extension and variation to the existing Order.	SHUTTLEWORTH, Tom	Yes	Yes	Fair	No	No
28/09/2023	Dog Fouling and Dog Control Public	To receive and approve an extension to the existing Order.	SHUTTLEWORTH, Tom	Yes	Yes	Fair	No	No

OFFICIAL

Date	Title	Purpose of Report	Lead Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment	Corporate Plan Priority	Part of Budget and Policy Framework	Exempt Item and Paragraph Number
	Spaces Protection Order							
28/09/2023	First Financial Review of 2023/24 (Environment & Communities Committee)	To note and comment on the First Financial Review and Performance position of 2023/24, including progress on policy proposals and material variances from the MTFS and (if necessary) approve Supplementary Estimates and Virements.	THOMPSON, Alex	No	No	Open	Yes	No
28/09/2023	Section 106 Key Findings - Internal Audit Report	To provide the Committee with the key findings from Internal Audit's review of arrangements for the management and monitoring of Section 106 funds, and the detailed proposals for the implementation of the management response plan.	GOWING, Jane	No	No	Open	No	No
28/09/2023	Approval of Cemeteries Strategy	To seek committee approval of the updated Cemeteries Strategy	SHUTTLEWORTH, Tom	Yes	Yes	Open	Yes	Yes
28/09/2023	Procurement of Partner for Football foundation Bid	To seek permission to procure a partner to help in the development of 3G pitch at King George V playing fields in Crewe.	SHUTTLEWORTH, Tom	N/A	TBC	Open	No	No
09/11/2023	Mid-Year Performance Review 2023/24	To receive a report on the mid-year performance of Environment and Neighbourhood Services for 2023/24	SHUTTLEWORTH, Tom	No	No	Open	No	No

Date	Title	Purpose of Report	Lead Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment	Corporate Plan Priority	Part of Budget and Policy Framework	Exempt Item and Paragraph Number
09/11/2023	MTFS 90 Strategic Leisure Review - Update	To provide an update to Committee on progress with the review and proposed approach in advance of a formal public consultation in late 2023	SHUTTLEWORTH, Tom	No	Yes	Open	Yes	No
09/11/2023	Second Financial Review of 2023/24 (Environment and Communities Committee)	This report outlines how the Council is managing resources to provide value for money services during the 2023/24 financial year. The purpose of the report is to note and comment on the Second Financial Review and Performance position of 2023/24 and approve Supplementary Estimates and Virements.	THOMPSON, Alex	No	No	Open	Yes	No
09/11/2023	Medium Term Financial Strategy Consultation 2024/25 - 2027/28 (Environment & Communities Committee)	All Committees were being asked to provide feedback in relation to their financial responsibilities as identified within the Constitution and linked to the budget alignment approved by the Finance Sub-Committee in March 2023. Responses to the consultation would be reported to the Corporate Policy Committee to support that Committee in making recommendations to Council on changes to the current financial strategy.	THOMPSON, Alex	Yes	No	Open	Yes	No

Date	Title	Purpose of Report	Lead Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment	Corporate Plan Priority	Part of Budget and Policy Framework	Exempt Item and Paragraph Number
01/02/2024	Third Financial Review of 2023/24 (Environment & Communities Committee)	This report outlines how the Council is managing resources to provide value for money services during the 2023/24 financial year. The purpose of the report is to note and comment on the Third Financial Review and Performance position of 2023/24 and approve Supplementary Estimates and Virements.	THOMPSON, Alex	No	No	Open	Yes	No
01/02/2024	Medium Term Financial Strategy Consultation 2024/25 - 2027/28 Provisional Settlement Update (Environment & Communities Committee)	All Committees were being asked to provide feedback in relation to their financial responsibilities as identified within the Constitution and linked to the budget alignment approved by the Finance Sub-Committee in March 2023. Responses to the consultation would be reported to the Corporate Policy Committee to support that Committee in making recommendations to Council on changes to the current financial strategy.	THOMPSON, Alex	Yes	No	Open	Yes	No
01/02/2024	MTFS 91 Green Spaces Maintenance Review - Final Recommendations	To seek Committee approval to implement the final recommendations of the green spaces review, informed by public consultation feedback	SHUTTLEWORTH, Tom	Yes	Yes	Open	Yes	Yes

Date	Title	Purpose of Report	Lead Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment	Corporate Plan Priority	Part of Budget and Policy Framework	Exempt Item and Paragraph Number
01/02/2024	Carbon Neutral Programme - Progress Update	To provide an update to Committee on the progress in delivering the Councils carbon neutral programme	KEMP, Ralph	No	No	Green	No	No
28/03/2024	MTFS 90 Strategic Leisure Review - Final Recommendations	To present for Committee approval the final recommendations from the review, informed by public consultation feedback.	SHUTTLEWORTH, Tom	Yes	Yes	Open	Yes	TBC
28/03/2024	Updated Playing Pitch & Open Spaces Strategy	To seek Committee approval to the revised Playing Pitch & Open Spaces Strategy for the borough	ALLMAN, Chris	Yes	Yes	Green	Yes	No
28/03/2024	Street Trading Policy	To receive and approve the adoption of the updated Policy	BETTANEY, Tracey	Yes	Yes	Open	No	No

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