

Summary of responses to Cheshire East Council's

Members Office Use Survey 2023



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Introduction

Purpose of the survey

During 2023 Cheshire East Council conducted a WorkplaCE Consultation on the future of corporate offices across the borough, including exploring the potential to reduce office space across the estate.

As part of this consultation the council also sent out a short survey to all elected Council Members, to help understand their use of council offices. Results from the survey would be considered alongside other feedback received during the WorkplaCE Consultation, before any decisions on the future of the council's estate were made.

The Members Office Use Survey was conducted between 8 and 17 September 2023.

Survey methodology and response

86 Cheshire East Council Members were invited to complete the survey by email on 8 September 2023, with a reminder to complete the survey sent out on 14 September 2023.

In total, 31 Members responded to the survey, giving a 36% response rate.

Responses included:

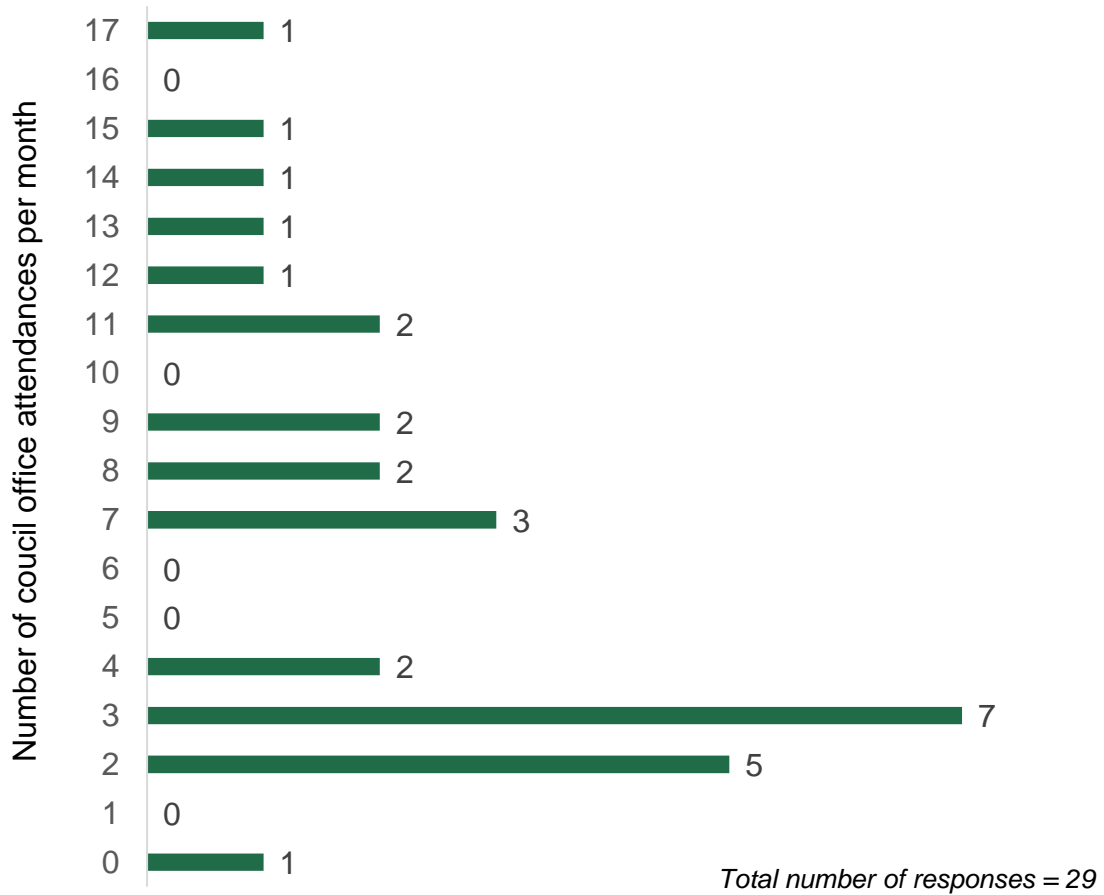
- 29 online survey completions
- 2 email responses

Survey respondents – Attendance at council offices

Average number of attendances at council offices per month

15 of the 29 Members that answered the survey attended a council office on average up to 4 times a month. 7 of the 29 Members attended a council office 11 or more times a month.

Average number of council office attendances per month, per Member

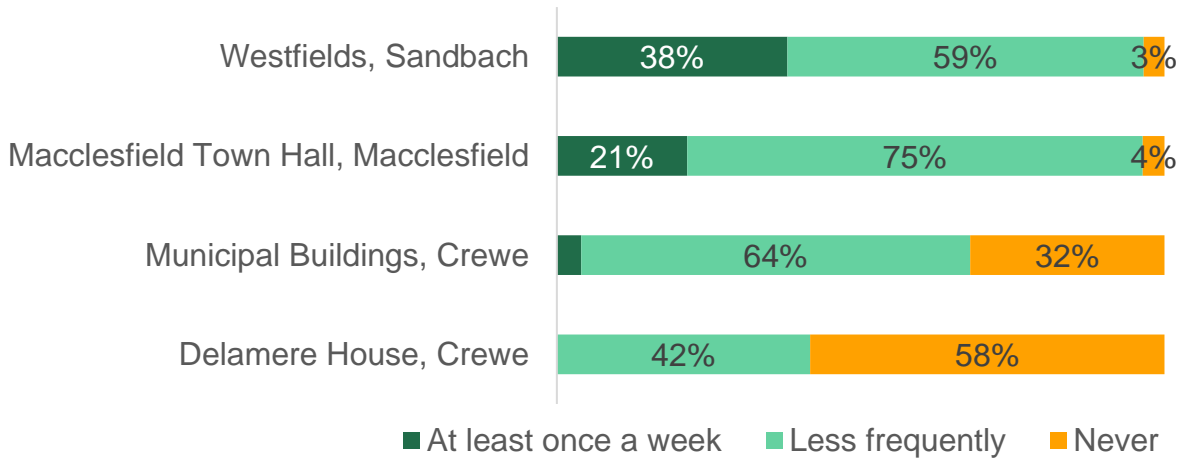


Attendance at the four main council offices

Member attendance at the four main council offices, from most frequently attended to least, was:

- 97% attend Westfields, with 38% doing so weekly
- 96% attend Macclesfield Town Hall, with 21% doing so weekly
- 68% attend Municipal Buildings in Crewe, with 4% doing so weekly
- 42% attend Delamere House in Crewe, with 0% doing so weekly

Generally speaking, how often do you attend each of the following Cheshire East Council offices?



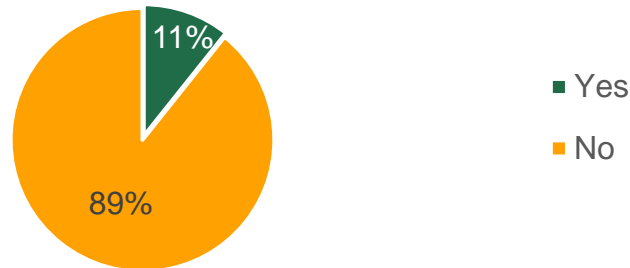
Number of responses between 24 and 29

Survey respondents – Use of office facilities

Desk and monitor usage

Just 11% of Members use a desk and a monitor when attending a council office, with 89% not doing so.

When you attend the offices do you use a desk and a monitor?



Number of responses = 28

Other facilities needed

Other facilities that Members require when visiting offices included:

- Kitchen facilities, including the supply of refreshments, snack and drinks
- Internet / WiFi access
- Toilet facilities
- Meeting rooms, a Members rooms and private working areas

What other facilities do you require access to when you are in any of the council offices you visit?	No. of comments
Kitchen facilities, water supply, beverage / drink facilities, refreshments, snacks,	7
Internet / WiFi access	6
Toilet facilities	4
Meeting room spaces / A Members room	4
An empty desk space, including a chair, power supply	2
Opportunity to meet council Officers / Democratic Services staff	2
Private working rooms / areas, where laptops can be used for meetings	2
Printer / photocopier	2
Committee rooms	1
Shredding facility	1
Telephone	1
Car parking	1

Email respondents – All feedback

2 Councillors fed back on the survey via email. Both email responses have been printed verbatim below.

Councillor John M. Smith, Handforth Ward, 13 September 2023

Have not to date used any offices within the CE estate. I only use Westfields or other CE facilities when attending meetings.

Councillor Mary Brooks, Macclesfield West & Ivy Ward, 14 September 2023

Comment 1: Just to add I would be very pleased if my E&C committee was moved to Macclesfield as I could walk whereas Sandbach is a 32 mile trip. Have done bus on occasion but missed an important briefing due to bus no show. Wouldn't be happy travelling to Crewe as that's an even longer journey by car and bus.

I was in Macclesfield corporate offices last week and there was hardly anyone there so the usage may be even less than stated.

Comment 2: Just thought in my role as environment champion I think it might be useful to have access to a meeting room if meeting people from voluntary sector involved in this area wanted to meet with me.

Comment 3: Although it wouldn't be great travelling to Crewe I recognize that it is likely for some meetings – Crewe Members won't be delighted travelling further to Macclesfield.

However when we move I think the start time of some meetings should be reviewed to facilitate them being possible to travel by public transport or avoid peak time congestion e.g. I had considered travelling by bus to Sandbach which would have just about got me there for 10am however another meeting ironically on carbon reduction was shoe horned in at 9.30am so I ended up driving as bus would have meant a very early departure time.

Conclusions

31 out of the 86 Members invited to complete the survey did so, giving a 36% response rate, which is enough to give the results some validity, though results should be treated with caution.

Westfields in Sandbach, and Macclesfield Town Hall, were the most popular offices for Members to use, with Delamere House in Crewe being the office least used by Members. Indeed 58% of Members never use Delamere House. More work may be needed to understand the reasons why Members do not use Delamere House as often as the other offices.

Few Members require a desk and monitor when coming into offices, with kitchen facilities, WiFi and toilet facilities the most popular requirements listed. Members also suggested that private rooms for working and for meetings are required, and perhaps even a "Members Room".

