



Cabinet

Date:	Thursday, 25 November 2010
Time:	6.15 pm
Venue:	Committee Room 1 - Wallasey Town Hall

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AGENDA

1. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

The members of the Cabinet are invited to consider whether they have a personal or prejudicial interest in connection with any of the items on this agenda and, if so, to declare it and state the nature of such interest.

2. MINUTES

The minutes of the meetings of 14 October and 4 November have been printed and published.

Minute 160 (The Sail Project (14/10/10)) is the subject of call-in and as such cannot be implemented until the call-in procedure has been completed.

Any matters called in from the 4 November meeting will be reported at the meeting.

RECOMMENDATION: That the minutes of the meetings of 14 October and 4 November be approved and adopted.

CHILDREN'S SERVICES AND LIFELONG LEARNING

3. OUTCOME OF PROPOSAL FOR THE CLOSURE OF COLE STREET PRIMARY SCHOOL (Pages 1 - 34)

4. **EARLY YEARS CAPITAL GRANTS (Pages 35 - 40)**
5. **BIRKENHEAD HIGH SCHOOL FOR GIRLS ACADEMY - CAPITAL WORKS, CONTRACT AWARD AND FINAL BUSINESS CASE SUBMISSION (Pages 41 - 78)**

The draft Final Business Case is attached as Appendix 1, Sections 2, 5 and 6 of the draft Final Business Case are commercially sensitive and have been included within an exempt appendix at Agenda Item 21.

6. **REFURBISHMENT AND REMODELLING OF THE FORMER ENGINEERING BLOCK AT WOODCHURCH HIGH SCHOOL - SCHEME AND ESTIMATE REPORT (Pages 79 - 84)**

ENVIRONMENT

7. **GREEN SPECIFICATION AND RENEWABLE ENERGY GENERATION BY COUNCIL (Pages 85 - 102)**

REGENERATION AND PLANNING STRATEGY

8. **LOCAL GROWTH WHITE PAPER - REALISING EVERY PLACES POTENTIAL (Pages 103 - 114)**
9. **LAND AT WOODSIDE, BIRKENHEAD (Pages 115 - 120)**
10. **LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2009/10 (Pages 121 - 198)**

FINANCE AND BEST VALUE

11. **INSURANCE FUND BUDGET 2011-12 (Pages 199 - 206)**
12. **RISK MANAGEMENT STRATEGY (Pages 207 - 228)**
13. **INFORMATION AND COMMUNICATIONS TECHNOLOGIES (ICT) STRATEGY 2010-2013 (Pages 229 - 270)**
14. **SUPPLY OF FRESH FRUIT AND VEGETABLES (Pages 271 - 274)**
15. **CHANGE IN VAT RATE JANUARY 2011 (Pages 275 - 276)**

CORPORATE RESOURCES

16. **OFFICE RATIONALISATION (Pages 277 - 292)**
17. **MILLFIELDS CE (CONTROLLED) PRIMARY SCHOOL, EASTHAM (Pages 293 - 298)**

18. REFERRAL FROM AUDIT AND RISK MANAGEMENT COMMITTEE - REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) - QUARTERLY UPDATE (Pages 299 - 304)

The Cabinet is requested to consider the following recommendation from the 28 September, 2010 meeting of the Audit and Risk Management Committee.

“Resolved –

(1) That the report on the Council’s use of RIPA be noted.

(2) That the recommendation of the Director of Law, HR and Asset Management to recommend to the Home Office that local authorities be allowed to continue to use covert surveillance to detect crime and disorder, provided it has been authorised by an independent magistrate, be referred to the Cabinet for consideration.”

The report and minute are attached.

19. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR (PART 1)

To consider any other business that the Chair accepts as being urgent.

20. EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC

The following item contains exempt information.

RECOMMENDATION: That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined by the relevant paragraphs of Part I of Schedule 12A (as amended) to that Act. The Public Interest test has been applied and favours exclusion.

CHILDREN'S SERVICES AND LIFELONG LEARNING

21. EXEMPT APPENDIX (Pages 305 - 322)

- Birkenhead High School for Girls Academy – Capital Works, Contract Award and Final Business Case Submission (see Agenda Item 5)

22. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR (PART 2)

To consider any other business that the Chair accepts as being urgent.

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WIRRAL COUNCIL

CABINET – 25th NOVEMBER 2010

REPORT OF INTERIM DIRECTOR OF CHILDREN'S SERVICES

OUTCOME OF PROPOSAL FOR THE CLOSURE OF COLE STREET PRIMARY SCHOOL

EXECUTIVE SUMMARY

At its meeting of 24th June 2010, Cabinet decided that following consultation with governing bodies, staff, parents and other stakeholders, and additional investigations into the possibility of sites for a new school, statutory notices should be published regarding the closure of Cole Street Primary School. Notices were published on 8th September 2010. This report describes the outcome of the subsequent representation period and recommends that the proposal be approved, and that authorisation be given for the proposal to close the school to be implemented.

1.0 Background

1.1 The outcome of the consultation was described in the 1st October 2009 report to Cabinet, in section 4.

1.2 A consultation meeting was held at Cole Street Primary school on 29th June 2009, and was attended by 52 persons. 13% of pupils on roll at that time were represented at the meeting by at least one parent/carer. A consultation meeting held at Cathcart Street Primary School on 22nd June 2009 was attended by 59 persons. 29% of pupils on roll at that time were represented at the meeting by at least one parent/carer.

In total, 67 written responses to the entire Phase 5 Primary Places Review consultation were received, of which 38 were from persons responding in relation to Cole Street Primary School, and 18 from persons connected to Cathcart Street Primary School.

1.3 In January 2009 (the most recent Census at that time) Cole Street Primary School had 124 pupils on roll, and at 41% and 86 surplus places had significantly exceeded the criterion of 25% and 30 surplus places. Cathcart Street Primary School had 101 pupils on roll, and had 109 or 52% surplus places. The combined roll indicated that a single school could serve pupils from both schools at a viable size.

1.4 On 1st October 2009 Cabinet agreed that a reduction of one community primary school in the area under review was necessary, but requested a further report on options involving either the retention of the Cathcart Street Primary School site (as recommended), or the establishment of a new build primary school on a new site.

1.5 In the January 2010 Census, Cole Street Primary School's roll had fallen to 113 pupils and 46% surplus places, whilst Cathcart Street Primary School's roll was 99 pupils and 53% surplus places. The combined roll was then 212 pupils, spread across two schools with 420 places in total.

1.6 The outcome of the site appraisal was reported to Cabinet on 24th June 2010. The option to build in Birkenhead Park was demonstrated to be highly unlikely to receive approval from English Heritage. Of the two existing school sites, the Cathcart Street site was recommended for retention as a school. Cabinet determined that proposals should be published in respect of the closure of Cole Street Primary School with effect from 31st August 2011.

2.0 Proposal Publication

2.1 On 8th September 2010, proposal notices for the closure of Cole Street Primary School were widely published, including the local press (Wirral Globe), and entrances to the school, Cathcart Street Primary School and Christ Church (CE) Controlled Primary School (Birkenhead). In addition, the notices were posted at the newsagents on the corner of Bentinck Street and South Claughton Road, Birkenhead. The notices were also published on-line at the Council's consultation website, www.wirral-abc.gov.uk/PrimaryPlaces/North_Birkenhead.asp

2.2 Under the Education and Inspections Act 2006, in addition to the statutory proposal notice, a more detailed "complete proposal" must be produced. Copies of the notice and complete proposal were provided to the school, the Secretary of State, the Anglican and Catholic Diocesan bodies and all relevant persons and groups named in the guidance. The documentation was also made available on the Council's Primary Places Review website. The notice and complete proposal are attached as Appendix B. The full proposal and all supporting appendices have been provided to members on CD-ROM.

2.3 Following the publication of notices, there is a statutory six week representation period during which objections or comments on any proposal can be sent to the Director of Children's Services. This was clearly stated on the notices. Any person can request a copy of the full proposal, however no requests were received.

3.0 Outcome of the Representation Period

3.1 The statutory representation period ended on 20th October 2010. During this time, the Director of Children's Services received 42 written comments and one petition in relation to the proposal. The breakdown of the comments is as follows:

Responses	Total	Directly related	Others
Cathcart Street	0	0	0
Cole Street	42	20	22
Other	0		

All written responses (letters, e-mails) by respondent category and area
Please note: Totals may not match with previous table as some people fit into more than one category, for example parent and governor.

Category of Respondent	Number	Percentage	No. Previous respondent
Parents	13	31%	10
Staff	5	12%	5
Governors	4	10%	4
Other	22	52%	6

Overall, 86% of directly related respondents and 29% of “other” respondents had been previously involved in the formal consultation, as a meeting attendee, a respondent, or a petition signee.

- 3.2 During the representation period, a petition was received in support of a new school building, containing 120 entries, of which 47 appeared to be duplicates, incomplete or non-existent addresses, out of borough or persons not on the electoral roll. The date on the petition pages varied between 1st October 2009 and 24th June 2010.

Of the remaining 73 entries, representing 48 households:

Catchment zone	Percentage
Cathcart Street	4
Cole Street	47
Other Wirral	30

32% of signees (18 households) were parents/carers of a resident child attending Cole Street Primary School.

In combination with the written comments, 28% of pupils attending Cole Street Primary School were represented.

- 3.3 Under paragraph 8 of Schedule 2 to the Education and Inspections Act 2006 (EIA 2006), the decision on the proposal for the closure of Cole Street Primary School rests with the Council’s decision making body, which is Council’s Cabinet. The DfE Decision Makers Guidance on closure is provided on the members CD.

4.0 Comments on the Proposal

A list summarising the points made is attached as Appendix A.

Commentary on the Points Raised

4.1 Building and Site

The issues regarding the buildings and sites of the two schools have been dealt with in Section 2 of the 24th June report to Cabinet. To clarify some of the specific points made by respondents at this stage:

Cathcart Street is large enough to accommodate the pupils of both schools without any additional classroom provision.

Both schools already use the Park for outdoor sports and Cathcart Street is expected to continue to do so.

Cathcart Street is not “prefabricated”. It is a brick-built school constructed in the mid-1960s.

Cathcart Street is not “run down”. Both schools have received investment in recent years, as with most Wirral schools.

Cathcart Street does not have classrooms in porta-cabins. The CATS before and after school club occupies a double mobile, but this is not part of the school.

The Cathcart Street site is more than twice the size of the Cole Street site and offers far greater scope for expansion, if required in future.

Regarding vandalism and break-ins, any school can be subject to vandalism regardless of location. Investigation of the Council's records indicate that in the last five years there have been no break-ins at either school, whilst both schools have experienced some broken window incidents due to vandalism or accidents. One respondent said that Cathcart Street was in an "industrial" area, with concerns for pupils' health and safety. An examination of all properties within 150 metres of both schools indicates that three times as many properties close to Cole Street are non-residential (18.5%) than Cathcart Street (6%).

Some respondents indicated that they believed the Council was closing Cole Street solely in order to use the building for some other purpose. The decisions on the future of any building no longer required for school purposes are only made after all the educational decisions have been taken. There are no plans or planning applications in relation to the Cole Street site.

The outdoor playground space at Cole Street has been cited as "sufficient". A 210 place primary school is recommended under Building Bulletin 99 to occupy a 9,592 m² site at minimum. This can be reduced to 4,592 m² if grassed pitches are provided off-site.

	BB 99 recommended minimum	Cole Street site	Cathcart Street site
Total site	9,592 (4,592)	2,698	7,391
Pitches	5,000 (off site)	Birkenhead Park	Birkenhead Park
Hard courts	1,020	None	553
Hard play	715	1,293 (incl rooftop playground)	1014
Total hard play area	1,735	1,293	1,567
Soft play	1,325	168	2,246
Habitat	410	20	481
Total "green area"	1,735	188	2,727

This table demonstrates that while both sites are below the recommended minimum area for a school with 210 pupils with on-site pitches, only Cathcart Street exceeds the minimum site size for a school with off-site pitches, and most closely meets the minimums for other area types. The green area outside Cole Street's fence line which some respondents referred to as potentially able to be incorporated into the Cole Street site has been included in the table above for completeness as "soft play" area. Without this, there is no soft play area on the Cole Street site.

One respondent said that Cathcart Street had more outdoor space and that her children were often "bored" at Cole Street through lack of outdoor space.

The Cathcart Street site can be improved and enhanced. The extent of the refurbishment will depend on the availability of capital funding, but could include

new accommodation for the CATS club and the relocation of the Children's Centre and other facilities temporarily housed at the former St Laurence's Catholic Primary building. This is not a ground to reject the proposal.

4.2 **Staff and Standards**

Respondents praised the good standards of the school and the friendly, dedicated and supportive staff at Cole Street.

One respondent was particularly impressed with the support given by Cole Street staff in diagnosing her child's special educational needs, which she believed would not have occurred elsewhere. Wirral produces a Special Education Needs Handbook for schools which sets out their responsibilities and requirements. All Wirral schools have a policy for special educational needs which describes their arrangements for the identification and assessment of pupils with SEN and the provision which they make for them. Schools are also required to have Accessibility Plans which describe how the school provides access to the curriculum for all its pupils.

Concerns were expressed for the future of staff once the school closed. The Authority has an excellent record of redeployment, both for teaching and non-teaching staff, and this will continue. Over the previous four phases of the Review, no teacher has been made compulsorily redundant, and only one member of non-teaching staff.

There were concerns about the standards of education at Cathcart Street Primary, and one response said that it did not have a good reputation. Paragraph 5.3 below shows the 2009 and three year average of Contextual Value Added (CVA) at all schools within 2 miles. CVA aims to take account of various factors which might have an impact on pupil progress. This includes not only prior attainment but also gender, special needs, first language, mobility, age, in care status, ethnicity, free school meal eligibility and deprivation (IDACI). There is no statistically significant difference in the performance of Cole Street (100.1) and Cathcart Street Primary Schools (99.5) in terms of CVA – at both schools pupils are making the expected rate of progress.

One respondent said that more pupils from Cole Street had passed the Grammar school entrance exam than Cathcart Street. Over the last five years, 5% of former Cole Street pupils and 2% of former Cathcart Street pupils have gone on to attend a Grammar school.

In terms of class size, the arrangement of classes is a matter for individual governing bodies to decide, within the confines of the school's budget and accommodation. There is little correlation between overall school size, class size, and educational standards. Larger schools can afford to employ more staff, to enable more small group and one to one teaching outside the traditional classroom setting, which can be of great benefit to some children, particularly those with special or additional needs.

The Council is proud of the good work carried out in all its schools, by teams of dedicated teachers who treat every child and parent with respect. The individual

social, emotional and educational needs of children are the highest priority for staff in every school in Wirral. This is not a ground to reject the proposal.

Pupils

Respondents were concerned about the disruption of moving school, and that children would miss their friends.

The notice states that all Cole Street pupils can transfer to Cathcart Street, regardless of home address. This is intended to allow pupils to move together, so that they have friends in their new school. It is not a compulsion, as several respondents appeared to believe. One respondent said that attending a school with more pupils would allow her children to have more friends.

Some respondents said that in the event of closure, they would send their children to alternative schools rather than Cathcart Street or Christ Church CE (Birkenhead). This is not an issue. Whilst all former Cole Street pupils are guaranteed a place at Cathcart Street, the notice makes it clear that parents can apply for places at any primary school. Paragraph 4.6 below demonstrates that there are available places at alternative primary schools.

If the proposal for closure is approved, parents/carers would be asked to express a preference, and the Authority would try its utmost to fulfil those preferences. Places would then be allocated using the admissions criteria, which include "in-zone" status, and keeping brothers and sisters together at the same school wherever possible, subject to the Infant Class size limit.

Some responses suggested that parents would educate their children at home if Cole Street were to close. Under Section 7 of the Education Act 1996, all children of compulsory school age (5 to 16) must receive a suitable full-time education. Parents have a legal responsibility to make sure this happens - either by registering their child at a school or by making other arrangements to give them a suitable, full-time education. Once the child is registered at a school, parents are legally responsible for making sure they attend regularly. All parents have the right to decide to educate their children at home, either themselves, or by hiring a tutor. This is a major decision, and the Authority would recommend that any parent considering this option should think very carefully before making a decision to home-school their child. Educating children at home requires great commitment and stamina as well as a considerable investment in resources, as there are no central government grants available to support home education.

Local Authorities have a duty to satisfy themselves that children who are not in the school system are receiving a suitable education. Under Section 437 of the Education Act 1996, the LA can serve a notice requiring the parent to satisfy the LA that the child is receiving a suitable education, or a school attendance order which requires the parent to register the child at a named school. Under Section 444, 444A and 444ZA of the Education Act 1996, LAs are also responsible for taking legal action to enforce attendance at school through the Education Welfare Service.

When any school closes, a great deal of work from authority and school staff goes into the transition arrangements in order that children move smoothly between

schools with minimum disruption to their education. In the past, this has included joint assemblies, joint day trips and visits to the new school.

This is not a ground to reject the proposal.

4.4 Traffic and Transport

In terms of distance to alternative schools, there are 30 alternative primary schools within a 2 mile radius of the school. The distance between the Cole Street site and other primary schools are not great. Cathcart Street is half a mile away – about 12 minutes walk. A significant proportion of community and Church of England choice parents living within Cole Street's catchment zone already choose alternative primary schools (71%) – principally The Priory CE (20%), Cathcart Street (12%), Christ Church CE (Birkenhead) (10%) and Woodchurch Road (9%).

The proposed changes to catchment zones are to divide the Cole Street zone between Cathcart Street and Christ Church CE (Controlled) Primary School (Birkenhead), and some parents may find they are closer to that school than Cathcart Street.

The Authority will pay for travel to school if the nearest appropriate school is more than 2 miles away for children under 8, and for children aged 8 to 11 whose families are entitled to a free school meal or receive the maximum level of Working Tax Credit. For children aged 8 or over, the Authority will pay if the nearest appropriate school is more than 3 miles travel. The exact travel distance for any individual pupil would depend on their home address.

Of the 113 pupils on roll in January 2010, three would travel more than 2 miles to both Cathcart Street and Christ Church CE Primary schools, but already travel more than 2 miles to Cole Street Primary School, so can be expected to use whichever means of transport they are already utilising. For 100% of pupils on roll, travel to one or more alternative primary schools would be shorter or similar in length.

In January 2010, there were 17 part-time pupils in the F1 class (8.5 FTE) at Cole Street Primary School. In school nurseries within 2 miles there were 269 empty F1 places, of which 53 were at schools within 1 mile.

The impact of closure of the school on travel and transport is expected to be minimal. This is not a ground to reject the proposal.

The Process

The options in the 2009 formal consultation included a suggestion that a new school building could be built in Birkenhead Park. The responses to the consultation made it clear that this did not draw much favour. Respondents allied to both schools expressed reservations about a new school sited in Birkenhead Park. Concerns were raised about litter, particularly broken glass and drug paraphernalia, "stranger danger", general safety of children travelling to and from school, vandalism, security and potential for increased truancy. In general, few consultees from either school were in favour of an amalgamation into a new build primary school on a new site, rather than an existing site should be used, in particular that an existing building be renewed rather than rebuilt. However, even at this very early stage it was made

clear that any new build would be dependent upon (a) securing a site and (b) securing resource from the Primary Capital Programme. The resolution of the Cabinet on 1st October 2009 asked us to explore the amalgamation of Cole Street Primary School and Cathcart Street Primary School in a new build school on a new site following a petition submitted by Cole Street Primary School on the day of the Cabinet.

Many respondents suggested that there should have been more consultation on the possibility of building a new primary school in Birkenhead Park. One response cited the initial report commissioned by the Children and Young People's Department by Dr Hilary Taylor as being inconclusive on the issue, but fails to cite the subsequent English Heritage report which was far more robust in its objection to a school in Birkenhead Park. As reported to Cabinet on 24th June 2010, the option of building a new school in Birkenhead Park was not a possibility as this would be highly unlikely to receive English Heritage approval and planning permission following extensive discussions with them. Consequently further consultation on a non-viable option would have been pointless.

This therefore returned us to the position in October 2009. To consult on whether to close a school would have been a repeat of the Summer 2009 consultation and would have been contrary to the Cabinet's October 2009 decision that one school should close. To consult on which school to close would also have been a repeat of the summer 2009 consultation. The purpose of the representation period is to provide a further opportunity for comments to be made on the proposal as agreed for publication by Cabinet in June 2010.

Some respondents asked why Cole Street was still proposed to close if there would not be a new building, and felt that the school had been "picked on". It has been demonstrated that the falling roll means that there are no longer sufficient pupils to maintain both Cole Street and Cathcart Street Primary Schools. The combined roll of the two schools equates to a single form of entry primary school. Given that a reduction by one school is necessary, the remaining decision is to decide which site offers the best accommodation for pupils with the most scope. The issues surrounding the choice of site for the primary school serving this area have been dealt with in 4.1 above.

One respondent said that they understood the economic reasons why school building developments had been "scrapped". Another cited a comment allegedly made by the local MP regarding the Council "failing to apply" for funding for a new school. Funding for capital build for primary schools comes through the Primary Capital Strategy (the primary version of Building Schools for the Future). Other than the original 2008 submission to the DfE to enter the Primary Capital Strategy programme, there have been no other opportunities to bid for further funding. It is important to clarify that capital projects arising from the Primary Places Review remain the Council's highest priority for funding from the Primary Capital Strategy. No opportunities to bid for funding have been missed. There will be a clearer picture of the future of national school building programme funding in the New Year. However, the legal decisions to close or amalgamate schools must be made before any capital funding can be allocated, regardless of source, and whether this is for refurbishment or new build.

One respondent was concerned about a "triple move", whereby pupils would be moved to Cathcart Street, only to be moved back to Cole Street so that a new

school can be built on the Cathcart Street site. This concern assumes that a new school will be built in the near future, which at this stage cannot be guaranteed. Two respondents were upset that parents had not been invited to visit Cathcart Street earlier in the process. Until there has been a final decision to close, the Authority cannot organize group visits to potential receiving schools without being seen to prejudge the outcome of the process, although parents are themselves free to visit any school by appointment with the Headteacher. The Authority cannot comment on whether these visits have been “discouraged” by the schools concerned, although this may be a misunderstanding due to the general policy applied by Wirral schools of asking parents wishing to transfer schools mid-year to first return to the headteacher of the originating school to discuss their concerns, as this can sometimes resolve the issues that had prompted a transfer enquiry. Cabinet’s decision in October 2009 to ask for a report on possible sites for a new building, rather than to proceed directly to statutory notices (as in the case of St Laurence’s), in addition to the unavoidable delay introduced by the 2010 General Election, has extended the usual timescale of the Review process. The headteacher has expressed concerns about what she feels to be a lack of communication between herself and the Authority during the process. This perception is both saddening and disappointing. Every effort has been made to keep head teachers and chairs of governors informed throughout the long and complex Review and consultation process. The Review began in December 2008 with pre-consultation meetings with head teachers and chairs of governors of the schools in the planning, which included sharing all available information and inviting their professional views. The process has been clear, transparent and open from day one. Head teachers and chairs of governors have benefited from advance viewings of Cabinet reports prior to their “go live” date, which requires a special dispensation and a degree of trust that information will not be “leaked”. Both schools were written to in December 2009. Most recently, officers from Human Resources have met staff as a group in July, and on an individual basis in September this year. The review and consultation processes have been carried out fairly and properly. This is not a ground to reject the proposal.

Falling Rolls

In January 2010, the number on roll at Cole Street Primary had fallen to 113 pupils, and the school is now 50% empty.

The capacity of Cole Street, measured by the DfE Net Capacity method, is 210 places. The school has already given over former classroom spaces for use as: a Parents room; an Art room, a library and an additional Foundation 1 room. Had these alterations not been carried out, the capacity at Cole Street would now be 350 pupils – which would mean 237 surplus places (68%).

In the January 2010 Cathcart Street Primary School’s roll was 99 pupils and there were 53% surplus places. Former classroom spaces are now in use as: a Parents room, an SEN room and a Library. Had these alterations not been carried out, the capacity at Cathcart Street would now be 294 pupils, which would mean 195 surplus places (66%).

The combined roll across the two schools was 212 pupils, compared with 420 total places (based on the current capacities).

One respondent said that the decision should not be based on the number of pupils on roll. Small schools inevitably cost more to maintain than larger schools. Wirral policy says that schools become increasingly more difficult to maintain as they fall below 180 pupils on roll. DfE guidance says that “*Schools with fewer than 150 pupils may be educationally and financially sustainable only through substantial subsidies via their local authorities funding formula*”. Financially, the total sum available for spending on all our children does not increase if we choose as an Authority to organise our children in more schools than is necessary for the efficient and effective delivery of education. It follows that the maintenance of small schools, where this is not necessary, comes at the expense of all other children. In 2010-2011, expenditure per pupil at Cole Street was £4,342, and at Cathcart Street £4,726, compared with the Wirral average of £3,169. These were the second and sixth highest expenditures per pupil of all Wirral primary schools.

Some respondents cited housing improvements in the area as a factor in drawing in more families, and one said that people were still sending their children to the school despite the closure proposal. Part of the Cole Street’s catchment zone is within the Newheartlands Housing Market Renewal Initiative Pathfinder area. The major target of HMRI in Cole Street’s zone is the Craven Street/Paterson Street Neighbourhood Facelift scheme, due to be completed in Summer 2011. Works to the properties include roof renewal, chimney and flashing renewal, pointing of external brickwork, window and door renewal, new gutters and downspouts, boundary wall improvements and external decoration. The Council meets at least 75% of the cost of the work with the remaining 25% being paid by the property owner. Low income applicants are assessed on their ability to pay and may have their contribution reduced accordingly. While refurbishment of individual houses may improve and stabilise an area, it does not draw large numbers of new households. Small numbers of new units have also been constructed – on Fox Street, Bentinck Street, Knowles Street and Grange Mount. Any “new” families are likely to be existing Wirral residents, who may continue to attend their previous school. The Authority’s projections for all schools in the North Birkenhead planning area indicate that the number of primary age pupils will rise from 1,745 in 2010 to 1,840 by 2015 – a rise of just 95 pupils spread across all eight schools in the planning area will not mitigate the long-term falling roll, or the issues faced by small schools in this area.

One respondent said that the number of children in nursery classes should be taken into account. Foundation 1 children are not included in the roll of the school as they are not of statutory school age, however the Authority is aware of the number of children attending nursery classes, and this is taken into account in future projections of school roll. Some respondents said that as Cole Street had more pupils than Cathcart Street, the Cole Street site should be kept. The difference in January 2010 amounted to 14 more pupils at Cole Street than at Cathcart Street.

One respondent said that 30 pupils had left Cole Street due to the consultation on closure. Taking May 2009 as a starting point prior to the formal consultation, 30 pupils have indeed left across the age range from F1 to Year 4 (Years 5 and 6 having left to attend secondary school). Of these, two-thirds have either relocated to another area of Wirral or left the borough entirely. Of the remaining 10 pupils, 2 have left to attend Wirral special schools. Some of this outward movement has been offset by inward migration of 12 pupils into those year groups, although overall there has been a net loss. There are many reasons why parents choose to transfer

schools, and the level of leavers involved, even if due to the closure consultation, is not sufficient to be the cause of long-term falling pupil numbers at the school. There were 277 on roll at the last peak in 1999, more than double the number on roll in 2010 (113 pupils).

Places at alternative primary schools

Some respondents were concerned that there were no places in alternative local primary schools. There are 30 alternative primary schools within a 2 mile radius, at which in January 2010 there were 1,601 surplus places, compared to the number on roll of 113 pupils. Excluding those schools in Wallasey, there are projected to be 1,147 surplus places within 2 miles in 2011.

There are expected to be 95 existing compulsory school age pupils who will require a place in an alternative primary school in September 2011. The table below shows a breakdown by age group as at September 2010. It should be noted that the number of vacant places in a particular year group in any school is likely to vary throughout the year due to natural pupil movement.

Current Year Group	Cole Street Number of pupils (Sept 10)	Within 2 miles Number of surplus places	Within 1 mile Number of surplus places
F2	20	169	40
Y1	19	198	50
Y2	19	224	64
Y3	10	247	65
Y4	16	312	111
Y5	11	264	86

The statutory notice indicates that all former Cole Street pupils who wish to transfer to Cathcart Street Primary School can do so, regardless of home address. This is a suggestion, not an enforcement as some respondents seemed to believe. The Infant Class size limit of 30 will not be breached should additional classes be required, as the Age Weighted Pupil Unit (AWPU) will offset any additional staffing costs.

Any additional temporary or permanent works required to any school as a result of the closure of Cole Street Primary School will be prioritised by the LA once parental preferences have been received and the allocation finalised.

The number of pupils to be accommodated is relatively small, and there are more than enough places at other primary schools within the local area. These are not grounds to reject the proposal.

4.7 Financial

One respondent gave their view that the Council should support the school financially, offset by the saving in staff retirement costs that would otherwise be incurred when the school closed, until the pupil numbers returned to an economically viable level.

The costs of early voluntary retirement (EVR) of school staff are funded centrally by the Council, not by the school. Staff over 55 receive an enhancement, which is also centrally funded. The EVR budget is entirely separate from the school's delegated budget, which is allocated from the ring-fenced Dedicated Schools Budget using a formula that is largely based on pupil numbers.

Authorities with large numbers of small rural schools, where closure would mean transporting children many miles to the next nearest school, receive additional Sparsity funding from the Government so that maintaining those small schools does not come at the expense of all other schools. Wirral does not receive Sparsity funding, and consequently if the Council chooses to maintain more schools than are required to educate children, it does so at the expense of all Wirral's children. Section 4.6 of this report also discusses the financial implications of maintaining more schools than are needed.

The Council does not make a direct contribution to a Delegated School Budget. There is some discretion to use other budgets, for example, Standards Fund, if a school is in financial difficulty and needs support to implement a deficit recovery plan, but this would be targeted support rather than general. In theory, with the approval of the Schools Forum, the Council could agree to create a "Support for schools in financial difficulty" budget, but this would be drawn from the Dedicated Schools Grant at the expense of all other schools, not from central Council funds.

Regarding waiting for a rise in rolls, the Office for National Statistics is expecting the number of Wirral children aged 0 to 9 to remain relatively stable to about 2017, rising slightly for a few years, then falling again to an even lower level after 2025. The number of primary age children is unlikely to reach the far higher levels of 10, 15 or 20 years ago.

Closing schools does not save any money for the Council. Any savings made are ring-fenced to the Direct Schools Budget and recycled to benefit all Wirral's children. The priority of the Primary Places Review is to provide an efficient and high quality education which will see this and future generations of Birkenhead's children into a secure and stable future. This is not a ground to reject the proposal.

4.8 Other Comments

The issue of the contribution of the school to its community is an important one and one to which we have tried to give consideration and drawn to the attention of elected members. Every school has the support of its parents, staff and governors, but this does not mean we can do nothing. The main focus of the review has to be with ensuring the effectiveness of educational provision and the best use of resources in the interests of all children.

This is not a ground to reject the proposal.

5.0 Other Factors to be Considered

5.1 Surplus Places

Cole Street Primary has 113 pupils on roll, having last had more than 210 pupils on roll in 2002 (218), following a long decline from 1997 when the school had 277 pupils on roll.

There were a large number of surplus places in January 2010 (50%, 97 places) and this situation is predicted to improve only slightly over the next five years (35%, 72 places).

- 5.2 The DFE guidance for Decision Makers says that they “*should normally approve proposals to close schools in order to remove surplus places where the school proposed for closure has a quarter or more places unfilled, and at least 30 surplus places, and where standards are low compared to standards across the LA*”. The 2009 contextual value added measure (CVA) of 100.9 at Cole Street Primary School indicates that pupils made the expected rate of progress, and standards are therefore not low in Wirral terms. The Decision Makers guidance suggests that in this situation, the following factors should be considered:

standards at alternative schools (5.3)

geographical issues such as travel distance to alternative schools (5.4)

impact on community use of the building (5.5)

5.3 Standards

With regard to standards, a three year average of the overall Key Stage 2 CVA score (2007 to 2009) shows that with the exception of Bedford Drive Primary School, pupils at all schools within 2 miles are making at least the expected rate of progress or better.

School	CVA 2009	3 Year Average
Bedford Drive Primary School	97.8	98.8
Bidston Avenue Primary School	100.4	99.8
Birkenhead High Academy for Girls*		
Cathcart Street Primary School	99.4	99.5
Christ Church CE (Birkenhead) Primary School	101.2	100.7
Cole Street Primary School	100.9	100.1
Devonshire Park Primary School	100.5	100.1
Egremont Primary School (W)	99.8	100.1
Hillside Primary School	99.9	99.6
Holy Cross Catholic Primary School	98.6	99.3
Kingsway Primary School (W)	100.7	100.2
Manor Primary School	98.7	99.0
Mersey Park Primary School	99.4	100.0
Our Lady and St Edwards Catholic Primary School	100.6	100.7
Oxton St Saviours CE Primary School	100.6	100.6
Park Primary School (W)	100.0	99.9
Portland Primary School	101.4	101.5
Prenton Primary School	101.2	100.5
Riverside Primary School (W)	100.7	100.7

Rock Ferry Primary School	99.2	99.8
Somerville Primary School (W)	100.8	100.8
St Anne's Catholic Primary School (W)	99.0	99.1
St Joseph's Catholic Primary School (Birkenhead)	99.3	99.9
St Joseph's Catholic Primary School (W)	98.2	99.6
St Peter's Catholic Primary School	101.4	101.0
St Werburgh's Catholic Primary School	99.8	100.5
The Priory CE Primary School	100.4	100.8
Townfield Primary School	99.9	100.5
Well Lane Primary School	98.8	99.7
Woodchurch Road Primary School	101.7	100.9
Woodlands Primary School	101.3	101.1

* No Key Stage 2 results available for Birkenhead High School Academy, which was an independent school until September 2009. (W) indicates the school is in the Wallasey area. Unshaded cells indicate that pupils have made the expected rate of progress. Green shading indicates pupils have made more than the expected rate of progress, red shading indicates pupils have not made the expected rate of progress.

Accordingly, closure of the school would not be expected to reduce standards, and this is not a ground to reject the proposal.

Travel

This is covered in 4.1 above.

The impact of closure of the school on travel and transport is expected to be minimal. This is not a ground to reject the proposal.

5.5 Impact on Community Use

Cole Street Primary provides various after school and lunch time sporting activities such as touch rugby, football, netball, athletics and High 5, and a gardening club.

The CATS club at Cathcart Street Primary School site runs after school activities until 5.30 pm and holiday clubs out of term time. Out of school and lunchtime activities at the school include outdoor and indoor games and sports, cookery club, mathematics club, children's newsletter and dance.

Christ Church CE Primary School (Birkenhead) operates a Breakfast Club. The school has a Sports Barn on site, and sporting activities include hockey, netball, football, badminton, dance, gymnastics, rugby, cricket, athletics and tennis. Other activities include chess club, guitar club and art tuition.

All school governing bodies are encouraged to provide out of school activities as part of the Extended Schools and Healthy Schools agenda.

This is not a ground to reject the proposal.

5.6 Conclusion

The Council must consider whether a small school is being maintained when it is not necessary to do so. Surplus places at this school are high and projected to continue to be high. Travel to alternative, high quality school provision is not difficult, and community access to services would not be significantly impacted upon by

closure. Taking all factors into account, it is recommended that this proposal is approved.

6.0 Risk Assessment

- 6.1 If the proposal is not approved, Cole Street and Cathcart Street will remain small schools with high levels of surplus places. The Council's Primary Capital Strategy for Change (PCS) identifies four key priorities. This includes "*Improving value for money in services*" (see 7.0 below).

The PCS also identifies four key aims in line with the Children and Young People's Plan. The first of these is that children and young people "*attend educational settings that are viable, inclusive and cost effective*". Indirectly, the removal of surplus spaces and school rationalisation leads to revenue savings to be redistributed amongst remaining schools. This is at risk if the proposal is not approved.

- 6.2 The legal decisions to re-organise school provision must be made before any decisions to allocate capital funding can be taken. Failure to address surplus places may result in projects not meeting the criteria in order to draw on future Primary Capital Programme (PCP) or other central government funding.

7.0 Financial Implications and Value for Money

- 7.1 To date the review process has generated and redistributed over £0.75 million of revenue savings into schools following closures and amalgamations. In addition, changes to the Wirral Funding Formula over the 2008-2011 period have increased funding to schools serving more deprived children and increased the proportion of expenditure in the primary phase. The resultant increases in funding at schools serving areas of high deprivation will contribute to narrowing achievement gaps.

- 7.2 The closure of Cole Street Primary School, excluding those pupil led elements which follow pupils to their destination schools, will release approximately £96,807 annually (on 2010/2011 figures) into the individual Schools Budget as a whole.

If the decision is to approve the proposal, Cole Street Primary School would be allocated a 5/12ths budget for 2011/2012. The remaining 7/12ths budget would then be redistributed through the Budget formula to Wirral schools.

The recommended closure of Cole Street Primary School may have capital implications in respect of the re-location of current pupils. The level of capital required will depend upon the final, approved proposals and will require further, detailed development work. An amount of £250,000 is included in the 2009/10 Schools Capital Programme for "scheme development resulting from primary reviews" which was approved at the Cabinet meeting of 28th May 2009. This will allow schemes to be drawn up, costed and tendered, with any balance contributing to build costs. The balance of the capital build costs would need to be drawn from the following sources: Primary Capital Programme, Modernisation Grant, council capital including capital receipts from the disposal of surplus assets, Prudential Borrowing and capital forming part of other national initiatives. Further details on the future national availability of capital grant are expected early in 2011.

8.0 Staffing Implications

- 8.1 When a school closes, all staff at the school are made redundant.
- 8.2 The Authority has a long and successful track record in assisting redundant teaching and non-teaching staff into new positions. Wirral does not currently have a redeployment scheme in place for teaching staff, and the present arrangement relies on the co-operation of governing bodies when making appointments, and supporting individual members of staff.

9.0 Equal Opportunities Implications/Health Impact Assessment

- 9.1 It is essential to plan school provision across the Authority so that it is both efficient and effective in the interests of all pupils.
- 9.2 An equality impact assessment will be carried out on this report.

10.0 Community Safety Implications

- 10.1 Rationalisation and refurbishment of schools allow the most vulnerable accommodation to be removed and other security improvements carried out.

11.0 Local Agenda 21 Statement

- 11.1 The provision of efficient and effective education is a vital part of serving local communities; inefficient use of resources is wasteful both in educational and physical resource terms.

12.0 Planning Implications

- 12.1 The sites concerned would be subject to the usual planning permissions.

13.0 Anti-Poverty Implications

- 13.1 The redistribution of funding released by school reorganisation, in combination with the Authority's intention to realign the schools budget to give higher levels of funding to schools with high levels of deprivation, as well as improved accommodation, goes towards raising aspirations and narrowing the attainment gap for vulnerable groups.

14.0 Social Inclusion Implications

- 14.1 School re-organisation and transforming accommodation through the Primary Capital Programme and other schemes, provides opportunities to promote joint agency work to promote co-ordinated solutions for pupils and their families.

15.0 Local Member Support Implications

- 15.1 The schools specifically mentioned and the Claughton, Bidston and St James and Birkenhead and Tranmere Wards.

16.0 Background Papers

- 16.1 Previous Cabinet reports
Primary Capital Strategy for Change
Responses to Consultation.

Recommendations

That the proposal for the closure of Cole Street Primary School be approved, and that the Director of Children's Services be authorised to take all necessary steps to ensure the prescribed procedures are followed, including proposals for the re-zoning of schools, in furtherance of the proposal, with closure of the school on 31st August 2011.

David Armstrong
Interim Director of Children's Services

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APPENDIX A
Summary of responses
People allied to Cole Street Primary School

Falling rolls

- Decision should not be based on how many pupils are here
- Surrounding area is being rejuvenated
- More families will come here
- People are still sending children here even with the threat of closure
- You should take into account numbers of nursery children
- School has already lost 30 children since last October
- Understand that the LA has to make changes because of surplus places

Staff and Standards

- First rate school with excellent teaching
- Headteacher has been very supportive and has gone out of her way to help
- Full of fun
- Going from strength to strength
- Friendly and inclusive
- Teachers will be lost
- Dinner ladies and lollypop man are great
- Teachers are dedicated and support children and parents
- A good school that will improve
- My child's special needs were diagnosed and this would never have happened without the support of teachers at Cole Street
- Cole Street is the best equipped school to deal with my child's special needs
- School helped me get into a good secondary school
- Staff are approachable, excellent and irreplaceable
- Cathcart Street does not have a very good reputation
- Many Cole Street pupils have passed the 11 plus exam
- Excellent extra-curricular activities, summer fairs, Christmas plays
- Smaller class sizes are better
- Wirral has no redeployment scheme and jobs are scarce

Building and site

- Good practical building, recently refurbished
- Cathcart has many classrooms in portacabins
- Cole Street is a historic building, Cathcart Street is not
- Secure, solid and well maintained, no vandalism
- Big enough for the children of both schools
- Scope for expansion into nearby buildings
- Sufficient outdoor play with three playgrounds
- The grassed area outside could be incorporated
- Birkenhead Park is used for outdoor and sports activities so there is more green space than at Cathcart Street
- Cathcart has repeated vandalism and is broken into in the holidays
- Cathcart is rundown and prefabricated
- Cathcart would need more classrooms to house all the children
- No scope for expansion at Cathcart Street
- Cathcart is in an industrial area – health and safety concerns
- No outdoor space at Cole Street – my children are bored with nothing to do
- Facilities are not as good at Cathcart Street
- If there will not be a new building, why is Cole Street still closing
- Closing a perfectly sound working school when the reason for doing so has gone is economic vandalism
- Room to house several small schools

The Process

- Has not been enough consultation on the new school in the Park
- Only English Heritage were consulted about a school in the park, why not parents
- Frank Field said that there had been a delay in applying for funding and this is why we're not getting a new school
- You have not done enough research when choosing which schools to close
- Pupils, parents and staff have been treated unfairly
- A full consultation has not been carried out
- You have picked on the school with more pupils and happy pupils than those who attend Cathcart Street or Christ Church

- Cathcart pupils should come to Cole Street because there is fewer of them
- Moving pupils to Cole Street would allow the demolition of Cathcart Street so a new school can be built
- A triple move defies logic
- Parents have not been invited to visit Cathcart Street
- Frank Field said the school should stay open
- Lack of clarity, sharing of information has been vague and insulting
- Should not have allocated pupils to F2 if the school was going to close
- No places in other schools

Pupils

- My child has made great progress here
- Children would miss their friends
- Moving school would affect children's confidence, they would go back into their shells
- Children love coming to school
- My children are happy, settled and excelling in all their subjects
- Moving my children will be detrimental to their education and push their development back
- Moving to a bigger school with more children would mean my kids would have more mates
- If school closes my children will not go to Cathcart Street or Christ Church
- If children do not go to Cathcart Street you will be left with empty places again
- If I thought Cathcart Street was a better school I would already have sent my child there
- Concerned about effect on the 11 plus
- My children may find it hard to be accepted in a new school

Traffic and transport

- Many parents do not own a car, low income families
- Having to travel an extra half a mile to another school is an erosion of public services
- Easy to get to Cole Street
- I choose to send my children to Cole Street even though it takes an hour to walk to school
- We have moved house closer to Cathcart Street but I kept my child in Cole Street

- I would have to give up my college course if it took longer to travel to school

Financial

- Understand the Government has changed and the economic downturn has seen school building developments scrapped
- Council should support the school until the number of children goes up again as an investment in the children and community, offset by the saving in staff retirement costs
- This is all about economics and not what is best for children

Other comments

- Generations have gone to this school
- Open for 80 years
- My family is very distressed
- My memories would be crushed
- Heart of the community
- Historic school, landmark in the community
- Upset that the building will be used after the school closes
- May as well close Birkenhead Park as well

WIRRAL COUNCIL**EDUCATION AND INSPECTIONS ACT 2006****PROPOSAL TO CEASE TO MAINTAIN COLE STREET PRIMARY SCHOOL**

Notice is given in accordance with section 15(1) of the Education and Inspections Act 2006 that Wirral Council as the education authority ("the Authority"), Town Hall, Brighton Street, Wallasey, Wirral, CH44 8ED intends to discontinue Cole Street Primary School, Alvanley Place, Birkenhead, Wirral, CH43 4XA on 31st August 2011.

Parents of pupils on roll at Cole Street Primary School at 31st August 2011 will be asked to express a preference for one of the alternative local schools. It is proposed to divide the catchment zone of Cole Street Primary School between Cathcart Street Primary School and Christchurch CE Primary School (Birkenhead). All former Cole Street Primary pupils on roll at this date who opt to transfer to Cathcart Street Primary School, regardless of home address, will be guaranteed a place at Cathcart Street Primary School. Pupils may transfer to any local primary school, subject to availability of places and the admission arrangements published in the Authority's information booklet for parents.

The travel distance from Cole Street Primary School to Cathcart Street Primary School is unlikely to result in any increase in car use. Applications for school transport to alternative schools will be considered on the basis of the Authority's school transport policy published in the Authority's information booklet for parents.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from the Primary Places Review website; [www.wirral-
mbc.gov.uk/primaryplaces](http://www.wirral-
mbc.gov.uk/primaryplaces) or on paper or CD-ROM by writing to the address below.

Within six weeks from the date of publication of this proposal, any person may object to or make comments on the proposal by sending them to Howard Cooper, Director of Children's Services, Hamilton Building, Conway Street, Birkenhead, CH41 4FD.

Signed:



Dated this 8th day of September 2010

Explanatory Notes

1) The purpose of this notice is to close Cole Street Primary School and to advise parents of pupils who attend Cole Street Primary School, and parents of pupils who live in the catchment zone served by Cole Street Primary School, of alternative schools where their children may be educated.

2) Streets currently part of the Cole Street Primary catchment will be rezoned to Cathcart Street Primary School, with the following exceptions:

These streets will be zoned to Christchurch CE Controlled Primary School (Birkenhead)

Alfred Road, Balfour Road, Balls Road (2 to 60 and 1 to 29), Balls Road East (even numbers), Barton Street, Belmont, Belmont Grove, Borough Road (254 to 300), Carlisle Mews, Carnforth Close, Cartmel Close, Clarendon Close, Clayton Place, Clayton Street, Cook Street, Devonshire Road (2 to 10 and 1 to 47), Euston Grove, Grafton Street, Grange Mount (odd numbers), Grange Road West (odds 1 to 69), Grange View, Grosvenor Road (odds 1 to 15), Henthorne Street, James Street, Maritime Park, Mather Road (1 to 5 and 2 to 40), Midland Street, Oak Bank, Oxton Road (Birkenhead), Penrith Street, Quarrybank Place, Quarrybank Street, Reedville, Ridley Street, Slatey Road (evens 12 and above, odds 15 and above), Tetbury Street, Town View, Town View Mews, Turner Street, Warwick Close, Westbourne Road, Whetstone Lane (2 to 22), Wilkinson Street and Windsor Street.

A map showing the proposed alterations to catchment zones is available to view at Cole Street Primary School, Cathcart Street Primary School, Christchurch CE Primary School (Birkenhead) and on-line at:

www.wirral-mbc.gov.uk/primaryplaces

3) The Authority's information booklets for parents are available on request from the Children and Young People's Department by calling 0151 606 2000 during office hours, or on-line at:

www.wirral.gov.uk/schooladmissions

MATTERS TO BE SPECIFIED IN SECTION 15 PROPOSALS TO DISCONTINUE A SCHOOL

Extract of Schedule 4 to The School Organisation (Establishment and Discontinuance of Schools)(England) Regulations 2007 (as amended):

Contact details

1. The name of the LA or governing body publishing the proposals, and a contact address, and the name of the school it is proposed that should be discontinued.

Wirral Council, Town Hall, Brighton Street, Wallasey, Wirral, CH44 8ED
Cole Street Primary School, Alvanley Place, Birkenhead, Wirral, CH43 4XA

Implementation

2. The date when it is planned that the proposals will be implemented, or, where the proposals are to be implemented in stages, information about each stage and the date on which each stage is planned to be implemented.

31st August 2011

Consultation

3. A statement to the effect that all applicable statutory requirements to consult in relation to the proposals were complied with.

All applicable statutory requirements to consult in relation to the proposals were complied with. Public consultations were held during June and July 2009, including a consultation meeting at Cole Street Primary School on 29th June 2009 and at the neighbouring Cathcart Street Primary School on 22nd June 2009, and at St Laurence's Catholic Primary School on 2nd July 2009. All statutory consultees were consulted in accordance with the relevant DCSF guidance and statutory requirements.

4. Evidence of the consultation before the proposals were published including:

- a) a list of persons and/or parties who were consulted;
- b) minutes of all public consultation meetings;
- c) the views of the persons consulted; and
- d) copies of all consultation documents and a statement of how these were made available.

See Appendices [A](#) and [B](#)

Objectives

5. The objectives of the proposal.

To discontinue Cole Street Primary School.

Standards and Diversity

6. A statement and supporting evidence indicating how the proposals will impact on the standards, diversity and quality of education in the area.

Cole Street Primary had 113 pupils on roll in January 2010, having last had more than 210 pupils on roll in 2002 (218). The roll peaked at 277 in 1997 and has experienced a long decline. This is largely the result of the falling population, although 75% of potential community school parents living in the catchment zone choose to send their children elsewhere, principally to The Priory CE Primary School (20%, 62 pupils), Cathcart Street Primary School (12%, 37 pupils), Christ Church CE Primary School (Birkenhead) (10%, 29 pupils) and Woodchurch Road Primary School (9%, 28 pupils). 30% of pupils on roll in Summer 2009 came from outside the school's catchment zone, however overall there was a net loss of 63% (204 pupils) to other community and CE primary schools. There are a large number of surplus places (46%, 97 places), and this situation is not predicted to improve significantly over the next five years.

A three year average of the overall value added score (2007 to 2009) shows that Cole Street, Christ Church CE (Birkenhead), Woodchurch Road, The Priory CE and Cathcart Street Primary schools are making the expected rate of progress (100.1, 100.7, 100.9, 100.8 and 99.5 respectively) with no significant difference in performance.

Ofsted reports of these five schools are attached as [Appendix C](#).

The catchment area will be re-zoned to Cathcart Street Primary School, retaining parental choice of a Community school following closure of Cole Street Primary School.

Small schools inevitably cost more to maintain than larger schools. Wirral policy says that schools become increasingly more difficult to maintain as they fall below 180 pupils on roll. DCSF guidance says that "Schools with fewer than 150 pupils may be educationally and financially sustainable only through substantial subsidies via their local authorities funding formula".

Financially, the total sum available for spending on all our children does not increase if we choose as an Authority to organise our children in more schools than is necessary for the efficient and effective delivery of education. It follows that the maintenance of small schools, where this is not necessary, comes at the expense of all other children. In 2006-2007, expenditure per pupil at Cole Street was £4,466 compared with the Wirral average of £3,249. Closure of Cole Street Primary School saves money for the overall schools budget.

The saving is ring-fenced to the Wirral schools budget, which allows more funding to be spent on all Wirral's children and young people in order to raise standards across the borough.

Provision for 16-19 year olds

7. Where the school proposed to be discontinued provides sixth form education, how the proposals will impact on:

- a) the educational or training achievements;
- b) participation in education or training; and
- c) the range of educational or training opportunities,

for 16-19 year olds in the area.

Not applicable

Need for places

8. A statement and supporting evidence about the need for places in the area including whether there is sufficient capacity to accommodate displaced pupils.

There are 31 alternative primary schools within a 2 mile radius, at which in January 2010 there were 1,789 surplus places, compared to the number on roll of 124 pupils. Excluding schools in the South Wallasey planning area, and also excluding St Laurence's Catholic Primary School which closed in August 2010, there are 1,149 surplus places within 2 miles, falling to 959 by 2015.

The number on roll at January 2009 at Cole Street Primary was 124 pupils, and in January 2010 had fallen to 113 pupils. Excluding those pupils in Year 6 who will have moved onto secondary school in September 2011, there are expected to be 102 pupils to transfer to an alternative local primary school.

At alternative Birkenhead primary schools in the Birkenhead area within 1 mile (excluding St Laurence's), there were 382 surplus places in January 2010, falling to 340 surplus places in 2011. Dependant on parental preferences, additional accommodation may be required locally at The Priory CE Primary School.

9. Where the school has a religious character, a statement about the impact of the proposed closure on the balance of denominational provision in the area and the impact on parental choice.

Not applicable

Current School Information

10. Information as to the numbers, age range, sex and special educational needs of pupils (distinguishing between boarding and day pupils) for whom provision is made at the school.

Cole Street is a mixed sex community primary school providing 210 places for day pupils aged 4 to 11. In January 2010 there were 113 pupils on roll.

The school has a part-time Foundation 1 class which in January 2010 was attended by 17 pupils (8.5 FTE).

Displaced Pupils

11. Details of the schools or FE colleges which pupils at the school for whom provision is to be discontinued will be offered places, including:

- a) any interim arrangements;
- b) where the school included provision that is recognised by the LA as reserved for children with special educational needs, the alternative provision to be made for pupils in the school's reserved provision; and
- c) in the case of special schools, alternative provision made by LAs other than the authority which maintains the school.

It is proposed to divide the catchment zone of Cole Street Primary School between Cathcart Street Primary School and Christ Church CE (Controlled) Primary School Birkenhead. All former Cole Street Primary pupils on roll at this date who opt to transfer to Cathcart Street Primary School, regardless of home address, will be guaranteed a place at Cathcart Street Primary School. Pupils may transfer to any local primary school, subject to availability of places and the admission arrangements published in the Authority's information booklet for parents.

All streets currently zoned to Cole Street Primary School will be rezoned to Cathcart Street Primary School, with the following exceptions, which will be rezoned to Christ Church CE (Controlled) Primary School.

Alfred Road, Balfour Road, Balls Road (2 to 60 and 1 to 29), Balls Road East (even numbers), Barton Street, Belmont, Belmont Grove, Borough Road (254 to 300), Carlisle Mews, Carnforth Close, Cartmel Close, Clarendon Close, Clayton Place, Clayton Street, Cook Street, Devonshire Road (2 to 10 and 1 to 47), Euston Grove, Grafton Street, Grange Mount (odd numbers), Grange Road West (odds 1 to 69), Grange View, Grosvenor Road (odds 1 to 15), Henthorne Street, James Street, Maritime Park, Mather Road (1 to 5 and 2 to 40), Midland Street, Oak Bank, Oxton Road (Birkenhead), Penrith Street, Quarrybank Place, Quarrybank Street, Reedville, Ridley Street, Slatey Road (evens 12 and above, odds 15 and above), Tetbury Street, Town View, Town View Mews, Turner Street, Warwick Close, Westbourne Road, Whetstone Lane (2 to 22), Wilkinson Street and Windsor Street.

Maps showing the current and proposed catchment zones are attached as [Appendix E](#).

- a) not applicable
- b) not applicable
- c) not applicable

12. Details of any other measures proposed to be taken to increase the number of school or FE college places available in consequence of the proposed discontinuance.

Dependant on parental preferences, additional places may be required at The Priory CE Primary School.

Impact on the Community

13. A statement and supporting evidence about the impact on the community and any measures proposed to mitigate any adverse impact.

A significant proportion of community and Church of England choice parents living within Cole Street's catchment zone already choose alternative primary schools (71%) – principally The Priory CE (20%), Cathcart Street (12%), Christ Church CE (Birkenhead) (10%) and Woodchurch Road (9%). There will be 30 alternative primary schools within a 2 mile radius of the school at the time of its proposed closure.

In January 2010, there were 17 part-time pupils in the F1 class (8.5 FTE) at Cole Street Primary School. In school nurseries within 2 miles there were 269 empty F1 places, of which 53 were at schools within 1 mile.

14. Details of extended services the school offered and what it is proposed for these services once the school has discontinued.

After school activities, mainly sports, are provided at Cole Street, including Touch Rugby, football, netball and athletics. A gardening club is also provided.

Cathcart Street Primary School operates an After school club until 5.30 pm and holiday clubs out of term time. The governing body will be encouraged to maintain existing out of school activities as part of the Extended Schools and Healthy Schools agenda.

Travel

15. Details of the length and journeys to alternative provision.

All former Cole Street pupils on roll at this date will be guaranteed a place at Cathcart Street Primary School if they wish to accept it. Pupils may transfer to any local primary school, subject to availability of places and the admission arrangements published in the Authority's information booklet for parents. The Cole Street catchment zone will be divided between Cathcart Street Primary School and Christ Church CE (Controlled) Primary School. An aerial photo showing the relative positions of these schools and others in the immediate area is attached as [Appendix D](#).

Of the 113 pupils on roll in January 2010, three would travel more than 2 miles to both Cathcart Street and Christ Church CE Primary schools, but already travel more than 2 miles to Cole Street Primary School, so can be expected to use whichever means of transport they are already utilising.

NCY	Cole Street	Cathcart Street	Christ Church CE Birkenhead
0	0.1	0.9	0.5
0	0.1	0.9	0.5
0	0.1	0.8	0.6

0	0.1	0.9	0.4
0	0.2	0.8	0.5
0	0.2	0.8	0.5
0	0.2	0.9	0.6
0	0.2	0.9	0.4
0	0.2	1.0	0.7
0	0.2	1.0	0.7
0	0.3	1.0	0.4
0	0.3	1.0	0.5
0	0.3	1.1	0.8
0	0.3	1.1	0.2
0	0.3	1.0	0.7
0	0.4	0.9	0.7
0	0.5	1.0	0.8
0	0.5	1.3	0.3
0	0.6	1.2	0.7
0	0.6	1.4	0.2
1	0.1	0.8	0.6
1	0.1	0.8	0.5
1	0.1	0.9	0.4
1	0.2	0.8	0.5
1	0.2	0.8	0.5
1	0.2	0.9	0.7
1	0.2	1.0	0.4
1	0.2	1.0	0.4
1	0.2	1.0	0.7
1	0.2	0.9	0.5
1	0.3	1.1	0.2
1	0.4	0.9	0.7
1	0.6	1.4	0.2
1	0.7	0.7	0.7
1	0.8	0.5	1.0
1	0.9	0.6	1.1
1	1.7	1.4	1.9
1	4.2	4.0	4.6
2	0.1	0.9	0.6
2	0.1	0.9	0.6
2	0.1	0.9	0.6
2	0.3	1.1	0.7
2	0.4	1.2	0.5
2	0.4	0.7	1.0
2	0.5	1.3	0.3
2	0.6	1.4	0.2
2	0.7	0.7	0.7
2	0.8	0.5	1.0
2	0.8	1.4	1.1
2	1.1	1.0	1.5
2	2.1	2.5	2.3
3	0.1	0.9	0.5
3	0.1	0.9	0.5
3	0.1	0.8	0.6
3	0.1	0.9	0.5

3	0.2	0.8	0.5
3	0.2	1.0	0.4
3	0.2	1.0	0.4
3	0.2	1.0	0.5
3	0.2	0.9	0.5
3	0.2	1.0	0.7
3	0.2	1.0	0.7
3	0.4	1.1	0.8
3	0.5	1.3	0.3
3	0.6	0.4	1.1
3	1.3	0.9	1.7
4	0.2	1.0	0.4
4	0.2	1.0	0.4
4	0.2	1.0	0.4
4	0.2	1.0	0.7
4	0.2	1.0	0.5
4	0.2	1.0	0.7
4	0.3	1.0	0.7
4	0.3	1.1	0.7
4	0.5	1.0	0.8
4	0.5	1.0	0.8
4	0.6	0.4	1.0
4	0.7	0.7	0.7
4	0.8	0.5	1.0
5	0.1	0.9	0.5
5	0.1	0.9	0.5
5	0.2	0.9	0.5
5	0.2	0.9	0.4
5	0.2	1.0	0.7
5	0.2	1.0	0.7
5	0.2	1.0	0.4
5	0.3	1.0	0.7
5	0.3	1.0	0.5
5	0.6	1.3	0.4
5	0.9	0.9	1.3
5	0.9	1.6	0.6
5	1.3	0.9	1.7
5	1.6	1.6	1.9
5	1.7	1.4	1.9
5	2.1	2.5	2.3
6	0.1	0.9	0.5
6	0.1	0.8	0.6
6	0.1	0.9	0.4
6	0.2	0.8	0.5
6	0.2	1.0	0.4
6	0.2	1.0	0.4
6	0.2	0.9	0.5
6	0.2	1.0	0.7
6	0.3	1.0	0.7
6	0.3	1.0	0.5
6	0.3	1.1	0.5
6	0.5	1.0	0.8

6	0.5	1.3	0.3
6	0.6	1.4	0.2
6	0.6	1.4	0.2
6	0.7	0.7	0.7
6	1.0	1.0	1.3
6	1.2	1.2	1.5

under 1 mile	under 1.5 miles	under 2 miles	over 2 miles
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For 100% of pupils on roll, travel to one or more alternative primary schools would be shorter or similar in length.

16. The proposed arrangements for travel of displaced pupils to other schools including how they will help to work against increased car use.

The distance to alternative primary schools is not significantly longer than the current journey distance and pupils can be expected to continue to travel to school by whichever means they are currently using, with no significant increase in car use.

Pupils may transfer to any local primary school, subject to availability of places and the admission arrangements published in the Authority’s information booklet for parents.

Related Proposals

17. A statement as to whether in the opinion of the LA or governing body, the proposals are related to any other proposals which may have been, are, or are about to be published.

There are no related proposals that have been, are or are about to be published.

Rural Primary Schools

18. Where proposals relate to a rural primary school designated as such by an order made for the purposes of section 15, a statement that the LA or the governing body (as the case may be) considered:

- a) the likely effect of discontinuance of the school on the local community;
 - b) the availability, and likely cost to the LA, of transport to other schools;
 - c) any increase in the use of motor vehicles which is likely to result from the discontinuance of the school, and the likely effects of any such increase;
- and
- d) any alternatives to the discontinuance of the school,

as required by section 15(4)

Not applicable

Maintained nursery schools

19. Where proposals relate to the discontinuance of a maintained nursery school, a statement setting out:

- a) the consideration that has been given to developing the school into a

- children's centre and the grounds for not doing so;
- b) the LA's assessment of the quality and quantity of alternative provision compared to the school proposed to be discontinued and the proposed arrangements to ensure the expertise and specialism continues to be available; and
 - c) the accessibility and convenience of replacement provision for local parents.

Not applicable

Special educational provision

20. Where existing provision that is recognised by the LA as reserved for pupils with special educational needs is being discontinued, a statement as to how the LA or the governing body believes the proposal is likely to lead to improvements in the standard, quality and/or range of the educational provision for these children.

Not applicable

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WIRRAL COUNCIL

CABINET - 25th NOVEMBER 2010

REPORT OF INTERIM DIRECTOR OF CHILDREN'S SERVICES

EARLY YEARS CAPITAL GRANTS

EXECUTIVE SUMMARY

This report requests Cabinet approval for the remaining uncommitted Early Years capital grant totalling £69,000. These proposed allocations will complete a 3 year Surestart Programme to support investment in the private, voluntary and independent (PVI) sector. Provision has been included in the CYPD Capital Programme for 2010-11.

1. Background

Surestart funding to improve Early Years Quality and Access is as follows:-

	Amount £
2008-2009	1,238,960
2009-2010	1,238,960
2010-2011	1,238,960
Adjustment	- 769,000
Total Quality & Access	2,947,880
Allocated	2,878,880
Remaining to be Allocated	69,000

1.1 The grant has three aims:

- 1) To improve the quality of the learning environment in early years settings.
- 2) To ensure all children, including disabled children are able to access provision.
- 3) To enable PVI providers to deliver the extension of the free offer for 3 and 4 year olds and to do so flexibly.

The DFE expectation is that the majority of the capital grant is used to improve the quality of the environment in PVI settings, both to support lasting and higher quality experiences for young children and ensure that all children can access services.

1.2 Cabinet agreed the initial programme for the new DCSF Early Years Capital funding stream on 16th October 2008 and has since approved applications from providers at meetings held on 23rd April 2009, 25th June 2009 and 18th March 2010.

114 PVI providers have so far applied for this funding and all have been approved, enabling settings to be awarded grants of up to £10,000 to support IT, outdoor learning and the implementation of Early Years Foundation Stage (EYFS).

In addition, facilities at Brookhurst Pre-school (Broadhurst Primary School site), Pulford Pre-school (Brackenwood Primary School site), Bebington Pre-school (Stanton Road Primary School site), Irby Pre-school (Irby Primary School site) and Great Meols Pre-school (Great Meols Primary School site) have been significantly upgraded / replaced.

Final Phase

This paper gives details of applications from the remaining 9 PVI settings who had not previously made any application for grant funding, to a total of £66,875.

Two settings are applying following completion of their new provision. They are Bebington Pre-school Playgroup (on the site of Stanton Road Primary School) and Irby Pre-school playgroup (on the site of Irby Primary School).

They have each been invited to submit proposals for expenditure up to £10,000.

It is proposed that the other 7 settings share the remaining capital allocation and have submitted applications of up to £7,000.

Details are contained within Appendix 1.

1.3 The applications have been received as follows:

	No of applications	Total amount
Outdoor Learning	9	£39,237
Information technology	7	£15,140
Resources/ Furniture	5	£12,498

The criteria for approval focuses on the following priorities:-

- Plans to develop outdoor learning environments that will enhance learning and development for young children.
- Development of Information Technology to improve access to digital technology for children and staff.
- Purchase of furniture and other resources to enhance the learning environment in line with the principles of Effective Teaching and Learning.
- Previous grant awards.

Settings are required to demonstrate:-

- Ofsted report – satisfactory or better
- Clear justification for spend in line with improving outcomes for children in the Early Years Foundation Stage as defined above
- Support and endorsement from the setting Foundation Consultant
- Secure financial position to ensure longer term sustainability

The applications proposed for approval are set out in the attached Appendix 1.

2. Financial Implications

2.1 The bids for small grants totalling £66,875 can be met from within the approved Children and Young People's Capital Programme. Funding is from a ring fenced Capital Grant.

3. Risk Assessment

- 3.1 The whole of the grant is to be spent by 31st March 2011, therefore, this report proposes that, as far as possible, the items of equipment and other resources be purchased centrally and then distributed to the groups, to ensure spending deadlines are met.

4. Staffing Implications

- 4.1 There are none arising directly from this report.

5. Equal Opportunities Implications/Health Impact Assessment

- 5.1 This initiative forms part of the strategy to ensure “sufficient provision, distributed appropriately across the authority to ensure, as far as is reasonably practicable access by all to Early Years Services”. (DFE guidance).

6. Community Safety Implications

- 6.1 There are none arising directly from this report.

7. Local Agenda 21 Implications

- 7.1 There are none arising directly from this report.

8. Planning Implications

- 8.1 PVI providers are responsible for seeking planning permission where this is indicated by the nature of their proposals, for example, the intention to erect a canopy to facilitate all year round access to outdoor learning opportunities.

9. Anti-poverty Implications

- 9.1 The capital proposals in this report are intended to secure and support early years education and support for all children and families, which in turn contribute to the Anti-Poverty Strategy. All PVI settings are required to have an inclusion policy setting out “how they will meet the needs of all children” (DFE guidance).

10. Social Inclusion Implications

- 10.1 All PVI settings are required to have an inclusion policy setting out “how they will meet the needs of all children” (DFE guidance).

11. Local Member Support Implications

- 11.1 Capital Funding has been bid for by PVI groups across the borough.

12. Background Papers

- 12.1 There are none arising from this report.

RECOMMENDATIONS

That

- (1) The proposals for allocations of small grants to the 9 PVI settings listed in Appendix 1 be agreed.

David Armstrong
Interim Director of Children's Services

Appendix 1

Quality Improvement Grant - Approvals November2010

Name of Nursery/ Pre-school	Outdoor Learning £	I.T. equipment £	Resources/ furniture £	Total £
Bebington Pre-school	3,500.00	3,500.00	3,000.00	10,000.00
Irby pre-school	4,910.00	3,800.00	0.00	8,710.00
Jack and Jill (Brimstage)	1,570.00	680.00	4,750.00	7,000.00
Little World	3,445.00	2,000.00	725.00	6,170.00
Lyn's Little Ones	3,000.00	2,500.00	1,500.00	7,000.00
Nyeholme Nursery (Arrowe Park)	7,000.00	0.00	0.00	7,000.00
Nyeholme Nursery (Clatterbridge)	7,000.00	0.00	0.00	7,000.00
Rosie's Playhouse	5,000.00	2,000.00	0.00	7,000.00
Small Steps (Hoylake)	3,812.31	659.98	2,523.15	6,995.44
Total	39,237.31	15,139.98	12,498.15	66,875.44

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WIRRAL COUNCIL

CABINET – 25th NOVEMBER 2010

REPORT OF THE INTERIM DIRECTOR OF CHILDREN'S SERVICES

BIRKENHEAD HIGH SCHOOL FOR GIRLS ACADEMY – CAPITAL WORKS, CONTRACT AWARD AND FINAL BUSINESS CASE SUBMISSION

EXECUTIVE SUMMARY

This report updates Cabinet in respect of the progress of the capital scheme under the National Academies Framework at Birkenhead High School for Girls Academy and seeks approval to award the contract valued at £12.125m to Willmott Dixon, under the national Partnerships for Schools (PfS) procurement framework. Cabinet is also asked to approve the Final Business Case which will be submitted to Partnerships for Schools. The draft Final Business Case is attached as Appendix 1. Sections 2, 5 & 6 of the draft Final Business Case which are commercially sensitive have been removed from Appendix 1 but form an Appendix in the exempt section of the agenda. It is intended that the final contract award to Willmott Dixon will not be made until the authority has Partnerships for School's approval of the Final Business Case and the funding is confirmed by PfS.

1.0 Background

- 1.1 Cabinet approved in principle the proposal to establish an Academy at the then Independent Birkenhead High School for Girls in June 2008. Further approval, with some reservations was given in January 2009. In July 2009 Cabinet approved the appointment of a Technical Adviser as required under the PfS Project Management and Technical Adviser Framework and Mott MacDonald was appointed. In November 2009, Cabinet approved the Outline Business Case for the capital investment at the school, agreed any funding gap would be funded by the council and approved the relevant Section 151 letter to be drawn up and submitted to PfS. The last report to Cabinet in June 2010 confirmed its approval for Willmott Dixon to be appointed as Preferred Bidder and for detailed contractual and design developments to continue.
- 1.2 Since the last report on the 24th June 2010 when Willmott Dixon was approved as the Preferred Bidder there have been two key developments:-
 - 1) Detailed Contractors Proposals were received from Willmott Dixon on the 8th November 2010 and have been scrutinised in detail by the full project design team including the academy sponsor and the academy to ensure compliance with the Authority's and Academy's requirements as defined during the Outline Business Case and Procurement stages.
 - 2) The PfS National Framework Agreement 2007 under which this Academy has been procured is due to expire at the end of the 2010 calendar year. The form of contract to be entered into with the Preferred Bidder is a Design & Build Batched Contract which gives the Authority the option, but not obligation, to include a second Academy without the need to enter into the full procurement process again. The PfS National Framework Agreement states that any Batched Contract has to be executed 3 months prior to its expiry on 31 December 2010. In order to comply with this time limit, the Batched Design & Build Contract was signed by Willmott Dixon and the Local Authority on 29 September 2010 for the demolition of the uniform shop building at the Birkenhead High School Academy for a nominal

contract sum. The main works for Birkenhead High School Academy will now be executed as a single Design & Build Contract under the future schools agreement contained within the Batched Contract. The future schools agreement is the mechanism for any future Academy capital projects to be included at the discretion of the Authority.

- 1.3 The project requires a Legal Development Agreement to be drawn up between the council, the Girls Day School Trust and the Academy to allow the works to progress. The council does not own any of the site currently, nor will it on completion of the works. This legal work is in progress.

2.0 Final Business Case

- 2.1 As a requirement of the Partnerships for School Framework, the Final Business Case provides details of the Local Competition carried out, the affordability of the final solution and the arrangements in place for contract administration and monitoring. PfS will be required to approve the Final Business Case before the contract can be awarded and the funds for the Design and Build contract released by PfS. This then allows the Authority to commit contractually to the scheme with the Preferred Bidder Willmott Dixon before 22 December 2010.
- 2.2 The Final Business Case builds upon the Outline Business Case previously submitted by the LA to PfS in November 2009 which was subsequently approved by them.
- 2.3 Approval of the Final Business Case is expected in early December which is conditional on full planning consent and Cabinet approval. This document is at a draft stage at the server deadline for this report but will be available to members prior to the Cabinet date. The draft Final Business Case is attached as Appendix 1. Sections 2, 5 & 6 of the draft Final Business Case which are commercially sensitive have been removed from Appendix 1 but form an Appendix in the exempt section of the agenda.

3.0 Design and Build Contract

- 3.1 The Design and Build (D&B) Contract Framework being used in this procurement falls within the Academies National Framework, which is administered and monitored by Partnerships for Schools.
- 3.2 The Contract Proposals give details of the methodology of programme delivery and the technical detail of the completed project. It is this detail which allows the design team to seek approval of the contract and to obtain permission from Partnerships for Schools via the Final Business Case to proceed to financial close.
- 3.3 The contractor's proposals are the culmination of months of discussion and development of the design between Willmott Dixon and their professional design team, the LA, Academy, Academy sponsors and the Authority's technical advisors in order to achieve the Authority's and Academy's requirements as defined during the Outline Business Case and Procurement stages for the Birkenhead High School Academy. The Contractor's Proposals and thus design will be fixed upon contract award with the exception of a small number of mutually agreed areas which will be developed post contract award. Particular care has been taken to ensure that the risk of any funding gap in the procurement of the works has been minimised and the scheme can be funded from the national capital grant.
- 3.4 Monitoring of the delivery of the Design & Build contract is undertaken by the Authority's representative (Technical Services Department). The Authority's

Representative is defined in the contract as a technically qualified person with a construction background and knowledgeable in Contract Administration. The Authority's Representative shall exercise the functions and powers of the Authority in relation to the Works as identified in the contract.

Progress meetings will be held on a monthly basis with additional meetings as requested and mutually agreed. Present at the meetings will be representatives from the contractor, Authority, Academy, Sponsor and Technical Advisor. Items for discussion at the meetings will include: progress of the design and/or construction, review of the Risk Register and any events impacting upon either the delivery or cost of the project, health and safety matters and valuations for payment.

The design group is considering the appointment of a Clerk of Works to ensure quality of work being undertaken by Willmott Dixon.

As part of their commission, the Technical Advisor (Mott MacDonald) will support the Authority's Representative, attend the monthly progress meetings, and undertake monthly valuations with recommendations for payment.

- 3.5 The phasing of this scheme is complex due to the nature of the site and building layouts and level of refurbishment involved. There will be continuing dialogue with the Academy and neighbours throughout the construction in order to minimise disruption to learning. The anticipated start on site is 13 January 2011 until contract completion on 11 July 2012.

4.0 Financial Implications

- 4.1 The financial implications are described within the body of the report. Willmott Dixon has been made aware in the Local Authority's Invitation to Tender documentation and by PfS of the DfE capital grant of £12.125m being made available to the Council for this project. The intention remains to undertake the construction and refurbishment within the DfE grant via the Target Cost Contract.

- 4.2 The following table forms part of the Final Business Case and has been approved by the designated Quantity Surveyor.

Category	Approved OBC Estimate	Cost of Solution from Selected Panel Member	Variance
<i>Construction Costs</i>	6,792,167		
<i>External Works</i>	833,645		
<i>Abnormals</i>	600,928		
<i>Fees</i>	1,030,127		
<i>Furniture, fittings & equipment</i>	436,545		
<i>ICT Infrastructure</i>	224,550		
<i>D&B Contract sub-total</i>	10,378,248		
<i>Project Support Funding</i>	300,000		
<i>ICT Hardware *</i>	1,447,100		
<i>Total Original Allocation</i>	12,125,348		

*£260,169 was approved as early draw down by PfS for ICT hardware.

- 4.3 The above table will be completed after contractor proposals have been agreed with the design group and will be fully detailed in the Final Business Case prior to submission to PfS. The impact of omission of cost information at this stage for consideration by Members is minimal due to the Target Cost contract agreed by the LA and Willmott Dixon.
- 4.4 The capital allocation allows for £300,000 from the DfE grant to be allocated to fee/development costs to meet internal and external architectural and other fee costs. This is a capped figure and additional fees incurred by utilising the required key project members amounting to approximately £100,000 are being met from the CYPD Capital Programme and have been previously approved.
- 4.5 Confirmation has been received from HMRC via PfS that VAT is recoverable by the Council for the design and build contract but not the VAT incurred in connection with the ICT Hardware funding element of £1,447,100. This will be taken into account within the administration arrangements of the scheme

5.0 Staffing Implications

- 5.1 There are none arising directly from this report. As reported in the Cabinet report dated 27th November 2008 when an update of the national Building Schools for the Future Programme was given, the existing departmental Capital team have a full range of commitments to PFI, One School Pathfinder, Primary Capital Programme, Children's Centres, Extended Schools and a range of other capital works across an extensive programme and support services to schools. This project does place significant demands on existing staff.

6.0 Risk Assessment

- 6.1 A Project Risk Register has been completed for this project and is being kept up to date by the Technical Advisors in addition to a Construction Risk Register which will be kept by Willmott Dixon. Both registers will be reviewed by the Design Group on a monthly basis.
- 6.2 As with any project, particularly one of this size, there are cost risks in the building and delivery of new and refurbished facilities, even with appropriate contingencies in place, as will be the case on this project. Clearly there will remain a theoretical financial risk to the Council which under the national PfS funding structure, the council must accept in order to receive the capital allocation. The use of a Target Cost contract is seen to minimise any financial risk to the Council.
- 6.3 A planning Application has been submitted. The indicative date for consideration is 1.12.2010. Approval is required by Partnership for Schools is part of the Final Business Case approved.

7.0 Equal Opportunities Implications/Health Impact Assessment

- 7.1 Willmott Dixon has indicated in their tender submissions that they would look to source local labour and supplies and encourage their sub-contractors to do the same. A "meet the bidders" day is being arranged with LA officers and local business forums. Willmott Dixon is committed to providing learning opportunities for the Academy pupils during the build phase.

7.2 Willmott Dixon will be encouraged to enter into dialogue with the Council's Construction Employment Integrator team within the Regeneration Department, with the objective to agree target recruitment training hours in conjunction with this project.

8.0 Community Safety Implications

8.1 There are none arising directly from this report. Comments on the designs from Community/Police Officers have been reflected in the design as it has developed.

8.2 The Willmott Dixon bid includes physical security measures and on site out of hours security presence during the build phase.

8.3 Due to the restricted access around the Academy, additional measures will be taken to reduce any possible congestion as a result of construction traffic and to give good guidance to the academy for the monitoring of parents cars particularly during the construction phase.

9.0 Local Agenda 21 Implications

9.1 In their bid Willmott Dixon undertook to work with the LA to achieve the required BREEAM energy rating for the school. The scheme is currently rated "very good" on the BREEAM assessment scale. The design will also follow the DETR/DfE guidelines for "Energy efficient design of new buildings and extensions for schools and colleges."

9.2 Willmott Dixon is a member of the Considerate Contractor scheme and fully understanding of the need to liaise, inform and support the neighbours and school during the build phase of the project.

10.0 Planning Implications

10.1 There are none arising directly from this report. Full Planning Application is currently lodged with the Council.

10.2 The site of the existing school buildings and the surrounding grounds is designed for Primarily Residential purposes, in the Council's Unitary Development Plan adopted in February 2000. Within this area, non residential uses such as new school buildings are subject to Policy HS15 of the UDP, which addresses the scale and impact of new development. New development at the Academy is in principle in conformity with Policy DP4 of the Regional Spatial Strategy (North West of England Plan RSS to 2021) The proposals are also in principle in conformity with Policy L1 of RSS, which is part of the development plan, alongside the UDP.

10.3 The design and siting of the building will require a process of pre-application discussions, some of which have already commenced, with Forward Planning, Development Control, Highways, Traffic Management, Road Safety, Building Control and Drainage. This will enable the design team to develop a sustainable and efficient design which meets local site constraints and challenges, the Council's developing planning guidelines on sustainability and increasingly rigorous and challenging Building Regulations standards, as well as the guidelines and regulations for New Schools imposed by the DFE.

11.0 Anti-Poverty Implications

11.1 The change of status of the former Independent Birkenhead High School for Girls to a non fee paying Academy will allow access to the school by families that it previously

did not cater for, potentially allowing the raising of aspirations and potentially narrowing the attainment gap for vulnerable groups.

12.0 Social Inclusion Implications

12.1 School reorganisation and transforming accommodation through the Academies and other Capital Programmes provides opportunities to promote joint agency work to promote co-ordinated solutions for pupils and their families. There is scope for community participation in the design process of any new school buildings, raising the school's profile within the community.

13.0 Local Member Support Implications

13.1 Birkenhead High School Academy is in the Oxtun Ward. Pupils currently attend from across Wirral and beyond.

14.0 Background Papers/Access to Information Act

14.1 The information used to compile this report, including the initial Willmott Dixon tender submission, Contractors Proposals, PfS and DfE documentation is held in project files in the Children and Young People's Department.

14.2 The scheme has been subject a number of committee reports and were presented to members on 23 July 2009, 26 November 2009 and 24 June 2010.

RECOMMENDATIONS

That

1. The LA's Final Business Case is submitted to Partnerships for Schools for approval.
2. That the relevant officers in the CYPD, Legal and Technical Services Departments be authorised to continue detailed contractual negotiations with Willmott Dixon, to achieve financial close on the project and to put in place the appropriate legal agreements between the council, the Academy and the Girls Day School Trust to allow the works to proceed.
3. That following the review of the Contractor's Proposals and confirmation that these proposals meet with the Authorities requirements and that the Funding Allocation and Final Business Case are approved by PfS, Willmott Dixon is awarded the contract to undertake the refurbishment and construction programme at Birkenhead High School Academy under the National Academy Framework.
4. The project be the subject of further reports as required.

David Armstrong
Interim Director of Children's Services



PfS National Framework

Final Business Case

DRAFT

PfS and its advisers accept no liability whatsoever for any expense, liability, loss, claim or proceedings arising from reliance placed upon this **Template Document for the Final Business Case**.

Document Properties	
Document Owner	Academies Director
Document Author	Academies Programme Director
Organisation	Partnerships for Schools
Title	PfS National Framework Template Document Final Business Case
Abstract	
<p>This document provides guidance for the development of the Final Business Case (FBC) for Academy Schemes being procured through the Partnerships for Schools (PfS) National Framework.</p> <p>For Academy Schemes being procured through Building Schools for the Future, the Local Authority (LA) should contact their PfS Project Director for guidance.</p> <p>The document outlines the requirements for submitting the FBC, which should set out the details of the Local Competition carried out, the affordability of the final solution and the arrangements in place for contract administration and monitoring, and gain DCSF approval to proceed with contract award of the Design and Build contract and the delivery of the school(s).</p>	

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EXECUTIVE SUMMARY

Introduction

This document outlines the details of the Local Competition carried out, the affordability of the final solution and the arrangements in place for contract administration and monitoring, and gain DCSF approval to proceed with contract award of the Design and Build contract and the delivery of the school(s).

OVERVIEW AND COMMITMENT

Section 1 and **Appendix 1** of this FBC describe the Scheme and confirm the commitment of all parties to the solution developed by the Selected Panel Member.

The Scheme involves the Birkenhead High School Academy (formerly Birkenhead High School for Girls) (Academy 1) and the mixed 750 place University Academy of Birkenhead (Academy 2) to be batched with Academy 1 and procured through the Partnerships for Schools (PFS) National Framework.

The Birkenhead High School Academy (Academy 1) has been selected as the sample scheme to be taken forward and procured through the PFS National Framework, as Academy 2 has not formerly entered into feasibility. This Final Business Case, therefore, relates to Academy 1 Birkenhead High School Academy. Academy 2 will be the subject of a separate Final Business Case.

The design developed by the Selected Panel Member has been signed off by the Sponsor/Academy Trust.

The Sponsor/Academy Trust and LA can confirm that the standard Development Agreement, developed by PFS, has been agreed and is ready to sign.

The Funding Agreement, Deed of Gift and all associated documents have been signed and the Academy Trust is in place.

THE LOCAL COMPETITION

Section 2 and **Appendix 2** of this FBC describe the details of the Local Competition carried out.

The Local Competition was carried out in accordance with the agreed procedures. Two Panel Members returned PITT submissions, and the LA short-listed Kier and Willmott Dixon.

Willmott Dixon was appointed Selected Panel Member on 17 August 2010.

Contract Award is programmed to occur on 15 December 2010.

The Academy is unlikely to achieve the target reduction due to the limited new build, approximately 30% of the GIFA, associated with the Selected Panel Member's scheme and will therefore not be eligible to receive additional funding.

FACILITIES MANAGEMENT

Section 3 and **Appendix 3** of this FBC detail the proposals for the provision of Life Cycle and Hard FM.

The Academy Trust has set out their strategy for delivering life cycle and hard FM services. These will be delivered by either one of the following:

- Through using the service provided by the GDST Estates department as at present (for an agreed fee), utilising the procedures for 'best value' as set out in the GDST's procurement policy.
- By carrying out a tendering exercise for these services.
- By partnering with another school or Academy in the area.

ICT PROCUREMENT

Section 4 and **Appendix 4** of this FBC describe the ICT procurement carried out, and the interface with the procurement and delivery of the building.

The Sponsor/Academy Trust will procure the ICT provision through the ICT services framework.

BECTA has reviewed the delivery approach for the ICT provision and confirmed that it is acceptable.

A detailed risk register for the ICT project been developed and a clear strategy to manage / mitigate ICT risks has also been put in place.

AFFORDABILITY

Section 5 and **Appendix 5** of this FBC set out the affordability position of the whole scheme.

The FBC provides a separate cost analysis reconciled against the Outline Business Case for both the design and build and ICT elements of the project. The analysis indicates that the Selected Panel Member's proposals are affordable within the funding allocation.

Design and Construction

The Selected Panel Member's solution for the Scheme has been fully costed. The cost estimate has been checked against the rates included in PFS's National Framework Agreement.

The capital costs fit within the funding approved at OBC.

Facilities Management

Life Cycle and Hard FM costs have been estimated for a 25 year period. The Sponsor/Academy Trust has confirmed his commitment to meeting these costs through either the Devolved Capital Formula (DCF) Allocation or the General Annual Grant (GAG).

ICT

The FBC sets out the cost per pupil in relation to a learning environment, managed service platform.

Capital Costs - The designs for the Academy have been fully costed and identified what is to be delivered through the £1450/pupil funding.

We can confirm that the capital costs fit within the Funding Allocation Model (FAM) agreed with Pfs.

Ongoing Costs - ICT costs have been estimated for a 25 year period. The estimated annual cost is £237 per pupil per annum and the Sponsor/Academy Trust has confirmed his commitment to meeting these costs through the General Annual Grant (GAG).

DESIGN AND BUILD CONTRACT AND DEVELOPMENT AGREEMENT

Section 6 and **Appendix 6** of this FBC detail any derogations from the Design and Build Contract(s) and Development Agreement used with the Pfs National Framework.

The LA has drafted and agreed the Single Design and Build Contract with the Selected Panel Member. The contract has been reviewed and all derogations have been approved by Pfs.

All land transactions associated with the project and Reviewable Design Data have been agreed.

The LA and Academy Trust agreed the Development Agreement and it is ready to sign. The agreement has been reviewed and all derogations have been approved by Pfs.

READINESS TO DELIVER

Section 7 and **Appendix 7** of the FBC sets out the personnel of the Project Team to illustrate that the Local Competition has been resourced appropriately. It also sets out the arrangements for supervising the delivery of the Design and Build and ICT contracts, and confirms that the necessary statutory approvals are in place.

The LA has put in place resources for the duration of the project, including post contract, to monitor and maintain ongoing relations with the Selected Panel Member and ensure that performance is continually reviewed.

All statutory necessary statutory approvals have been granted.

A risk workshop has been held and a risk strategy developed.

1 OVERVIEW AND COMMITMENT

Section 1 and **Appendix 1** describe the Scheme and confirm the commitment of all parties to the solution developed by the Selected Panel Member.

1.1 Strategic Overview

Wirral population is now 309,500 (ONS 2008 Mid Year Estimate). The only land boundary is with Cheshire West and Chester. The western side is relatively affluent and contrasts with the east which has areas of severe decline and deprivation centred in and around Birkenhead, with North Birkenhead the most deprived in the country in respect of child poverty.

Wirral has a complex provision of secondary education based upon historical former authority boundaries. There is a mixture of 11-16 and 11-18 schools, both single sex and mixed, Grammar School provision in some areas and a range of 6th Form provision in schools, a 6th Form College in Birkenhead and at Wirral Metropolitan College. There are 30 secondary schools in Wirral comprising: 1 Academy, 8 community schools, 10 Foundation schools, 4 Voluntary Aided Catholic Schools, 5 Community Special schools and an all age Community Hospital School in addition to a Pupil Referral Unit.

Wirral's education estate can be described as representing a whole spectrum of condition, suitability, accessibility and functionality. The secondary pupil numbers are falling sharply with a further 2000 pupil reduction predicted by 2015. The Local Authority began a secondary place review in Autumn 2007 which required reconsideration following the announcement in October 2007 of the intention for Birkenhead High School to become an Academy and the report by ministers which advised wider ranging proposals for the Birkenhead area, particularly around the areas of establishing one or more Academies, National Challenge Trust schools, Studio Schools and 14-19 hubs.

The Council has recently approved the closure of two community schools from 31st December 2011 in order to establish a single mixed sex 11-16 Academy in the Birkenhead area. This is subject to the Funding Agreement being signed by the Secretary of State. In addition, an 11-16 community girls school in the Birkenhead area has begun the process of becoming a new-style Academy.

Wirral's vision is for each learner to be involved as a partner in designing her/his own learning, so that individual needs are met, both in school and beyond, so that opportunities encompass the family and the community. Through the Academies and other future Capital programmes Wirral will be better placed to provide coordinated support to enable all to achieve their potential, whatever their abilities, talents or socio-economic backgrounds. Inclusion and accessibility will be built into the school design from the start so that all pupils are valued equally and have provision appropriate to their needs, interests and abilities. Key to the design of remodelled schools Wirral will ensure that there is innovative curriculum development and delivery through flexible spaces with specialist provision. A varied, relevant and stimulating curriculum provision designed to maximise high standards of achievement for all.

1.1.1 Birkenhead High School Academy

Birkenhead High School for Girls was a successful independent day school for girls, aged 3-19 which acquired Academy status in September 2009. The main sponsor of the academy is The Girls' Day School Trust (GDST), the largest group of

independent schools in the UK educating approximately 20,000 students. The all-age all through academy is seen as an essential element in realising the vision of the sponsor.

The academy is situated within easy walking distance of many of Wirral's most deprived young people. Historically the former fee paying independent school has not served such a community, but combined with excellent facilities and the academy's traditional ethos of high expectations could be instrumental in transforming opportunities for a large number of deprived girls. Development of the Outline Business Case by the local authority, academy and sponsor has shown that the overall educational strategy for Wirral can be realised in the proposed developments.

We can confirm that the key strategic objectives as detailed in the Expression of Interest and OBC are still uppermost in the FBC development and that these are fully reflected in the Contractor's Proposals.

As described within the Expression of Interest and OBC, the academy will provide a total of 980 places for 5–19 year olds with nursery provision for eighteen FTE 3–5 year olds. This is in line with the former independent schools' capacity although in recent years numbers fell below this level. The academy has ceased academic selection and admits an all-ability intake at the three key entry points in the school. The academy has stated that if oversubscribed, priority will be given to looked after children, 10% selection by aptitude in one of its specialisms and on fair banding of applications from across a comparable geographic community to that served by the predecessor school.

The academy envisages cross-authority engagement to extend its leadership in music and maths especially in the 16-19 age range. The academy expects to co-operate with other providers in entitlement of 14-19 delivery such as opening up the specialism of Further Mathematics.

The academy believes that the building and facilities requiring new build and refurbishment will greatly enhance its delivery of its specialist subjects which are music and mathematics. These areas of specialism are featured heavily in the design brief and have been incorporated into the designs provided by the Selected Panel Member, such as concert facilities, ensemble room, recording studio, etc. These are in addition to the overall general enhancement of the teaching areas across all year groups and faculties, as well as general areas for enhanced learning and community access all of which will be DDA compliant.

1.2 The Scheme

The scheme comprises of the Birkenhead High School Academy (formerly Birkenhead High School for Girls) (**Academy 1**) and the mixed 750 place University Academy of Birkenhead (**Academy 2**), to be batched with Academy 1 and procured through the Partnerships for Schools (PFS) National Framework.

The Birkenhead High School Academy (Academy 1) has been selected as the sample scheme to be taken forward and procured through the PFS National Framework, as Academy 2 has not formerly entered into feasibility.

Details of the sample scheme (Academy 1) are included in the following table and in the following sections:

Sponsor	The Girls' Day School Trust
Procuring Authority	Wirral Council
Predecessor School	Birkenhead High School for Girls (Birkenhead High School Academy was established in September 2009)
Proposed Site	86 Devonshire Place, Prenton, Merseyside, CH43 1TY.
Proposed NOR	Total of 998 pupils aged 3 – 19 comprising: 18 FTE Nursery 280 Junior School students 500 11-16 students 200 post 16 students
Specialism	Music and Maths
Existing Gross Internal Floor Area	9,831 sq.m <i>(excludes the swimming pool and school shop areas at 454 sq.m and 51 sq.m, respectively)</i>
Recommended Gross Internal Floor Area from BB98 and BB99	Primary and Nursery 1,680sq.m Secondary 5,100 sq.m Sixth Form 2,100sq.m Total 8,880 sq.m
Existing Site Area	39,233 sq.m. Site area including twice the astro-turf pitch area (in accordance with BB98) is 45,597 sq.m
Staff Numbers	Current staff of 135 including support staff. This is expected to increase to 142 by 2016. FTE is approximately 100.
Opening Date for New Academy Buildings	Phased completion of buildings remodelled/refurbished. Contract completion September 2012.

1.3 Sponsor/Academy Trust and LA Commitment

The Sponsor/Academy Trust has been fully involved in the work to develop the detailed designs through the Local Competition and confirms that the designs support the Education Brief developed for the Academies.

The Sponsor/Academy Trust and LA can confirm that the standard Development Agreement, developed by PFS, has been agreed and is ready to sign.

1.4 Summary

The Scheme involves the Birkenhead High School Academy (formerly Birkenhead High School for Girls) (Academy 1) and the mixed 750 place University Academy of Birkenhead (**Academy 2**) to be batched with Academy 1 and procured through the Partnerships for Schools (PFS) National Framework.

The Birkenhead High School Academy (Academy 1) has been selected as the sample scheme to be taken forward and procured through the Pfs National Framework, as Academy 2 has not formerly entered into feasibility. This Final Business Case, therefore, relates to Academy 1 Birkenhead High School Academy. Academy 2 will be the subject of a separate Final Business Case.

The design developed by the Selected Panel Member has been signed off by the Sponsor/Academy Trust.

The Sponsor/Academy Trust and LA can confirm that the standard Development Agreement, developed by Pfs, has been agreed and is ready to sign.

The Funding Agreement, Deed of Gift and all associated documents have been signed and the Academy Trust is in place.

The following documents are attached at **Appendix 1**:

- A letter of support from the Sponsor/Academy Trust¹
- A letter of support from the LA
- Papers and minutes of LA Cabinet meetings confirming approval for the project

¹ Sponsors/Academy Trusts have requested that their interests are protected in relation to the Design and Build Contract. The FBC will not be approved until a signed letter of support has been received from the Sponsor/Academy Trust.

2 THE LOCAL COMPETITION **“THIS ENTIRE SECTION IS COMMERCIALY SENSITIVE”**

3 FACILITIES MANAGEMENT

Section 3 and **Appendix 3** of this FBC detail the proposals for the provision of Life Cycle and Hard FM.

The strategy for delivering life cycle and hard FM services is summarised below. There has been no change to this strategy or changes made since the Outline Business Case.

The Birkenhead High School Academy opened in existing buildings in September 2009. Traditionally the school has delivered FM and Lifecycle services through a combination of internal management and centralised specialist advice, for work that cannot be delivered by the internal team. The current proposal is for this to continue under the strategic direction and guidance of the GDST.

The GDST has an in-house Estates Department who currently manages and maintains 27 schools nationally. In order to achieve this, the GDST delegated a budget to the school annually to cover day-to-day small items of routine maintenance as well as Planned Reactive Maintenance, with a central dedicated fund being managed by a GDST Surveyor to cover larger lifecycle or maintenance items. Additional to these two streams of funding, certain ‘one-off’ allocations are made to schools for significant lifecycle or maintenance items as a ‘special project’ allocation or for health and safety requirements. The GDST also has an Asset Management Plan in place for each school.

Historically the GDST strategy for the school has been to maintain the buildings and site to a high level and the Academy Trust is committed to maintaining these high standards. Most of the urgent works identified within the Asset Management Plan have been addressed; these include part renewal of boilers, some electrical systems, and modest specialist room refurbishment. Details of the funding allocation for the Birkenhead High School are shown below, together with any one-off funding allocation for the last five years.

Year	Central Maintenance	Delegated Maintenance	Special Projects	Health and Safety
2004/05	£114k	£97k		£16k
2005/06	£113k	£100k		£16k
2006/07	£141k	£103k	£50k	£95k
2007/08	£103K	£107k	£35k	£29k
2008/09	£117k	£112k		

Although, the GDST will no longer be providing any delegated or central maintenance budget for the new Academy, the GDST Academy Trust has worked with the GDST Estates Department team to establish the strategy for FM services for the new academy and has inputted into the building design, prepared a FM and Lifecycle plan for maintaining assets and will implement and monitor this plan.

During the construction and refurbishment of the new academy buildings the strategy will be to manage the facilities on a value for money approach that satisfies the statutory minimum requirements and extends the life of the assets until they are

demolished and/or refurbished. The GDST will also be providing a sum of approximately £125k for the replacement of the pool plant in the academic year 2010/11, as it understands that this will not be covered by the FAM. The GDST will manage and undertake the pool plant works. The GDST operates a procurement policy, which sets out the procedure to be followed to achieve 'best value' for all services and supplies.

Projections for Hard FM and Lifecycle costs have been prepared and are included in section 6.4 of this document. The GDST Academy Trust is aware of projected costs and has confirmed their commitment to maintain the new Academy buildings to match the standards maintained in other BSF schools in the LA's area, subject to budget constraints.

The costs of lifecycle within the new Academy (see Section 5.2) are less than the figures demonstrated in the table above which are currently allocated by the GDST (circa £215k per annum).

It is anticipated that the Hard FM spend could reduce following the new build and internal refurbishment works due to the impact of the capital investment. The GDST Academy Trust have agreed to set aside sufficient funding from the capital funding allocations it receives in order to make payments into a sinking fund. The school's forecast Devolved Formula Capital (DFC) allocation is one of the funding sources that could be used to fund lifecycle costs. Another source of potential funding identified for this purpose is from the General Annual Grant (GAG).

The Academy Trust acknowledges that there are a number of ways in which the ongoing Hard FM and lifecycle commitments can be procured, as follows:

- Through using the service provided by the GDST Estates department as at present (for an agreed fee), utilising the procedures for 'best value' as set out in the GDST's procurement policy.
- By carrying out a tendering exercise for these services.
- By partnering with another school or Academy in the area.

3.1 Summary

The Academy Trust has set out their strategy for delivering life cycle and hard FM services. These will be delivered by either one of the following:

- Through using the service provided by the GDST Estates department as at present (for an agreed fee), utilising the procedures for 'best value' as set out in the GDST's procurement policy.
- By carrying out a tendering exercise for these services.
- By partnering with another school or Academy in the area.

The following documents are attached at **Appendix 3**:

- NOT USED

4 ICT PROCUREMENT

Section 4 and Appendix 4 of this FBC describe the ICT procurement carried out, and the interface with the procurement and delivery of the building.

The ICT capital budget for hardware (£1,450/pupil) is delivered to Sponsor/Academy Trust to procure ICT solution.

The Academy will manage its ICT provision in-house with specific services being provided by the sponsor as set out in the ICT Procurement Strategy. The Academy will procure its loose ICT equipment through the BECTA infrastructure services framework.

4.1 ICT Procurement

During October 2009 (OBC submission) the Birkenhead High School Academy (BHSA) Trust was aware that the existing Becta Infrastructure Framework (BIF) was under review with the expectation that it would expire the following year (2010). The Framework expired during August 2010 with the replacement 'ICT services' procurement framework due to commence on the 26th October 2010. Using the Strategic Integration Group (SIG) as a vehicle for discussion with the Academy Trust, Pfs and Becta it has been agreed that the procurement for ICT shall be made under the new ICT services framework. Becta have informed the SIG group that no changes to procurement timescales or processes will be made thus not impacting or creating any additional risk to timescales or cost.

The Design and Build contract for the BHSA has been procured separately from any ICT service contracts. In June 2010, Willmott Dixon was awarded 'preferred bidder' status. The Academy project was then temporarily frozen whilst government spending reviews were undertaken against a number of schemes nationally. The BHSA was then approved by the Secretary of State to proceed on the basis of its original capital funding during August 2010. Following successful commercial negotiations and financial closure, the D&B contract award will be completed in March 2011.

Due to points highlighted in sections 4.1.1 and 4.1.2 and through consultation with the Academy Trust, Pfs and Becta it was determined that it would be prudent to commence the ICT procurement post FBC. The timescales for this are highlighted in the table below and it is anticipated that the Academy will have a preferred ICT partner awarded by February 2011. Following Preferred Bidder status, the ICT partner will enter into detailed design discussions around ICT hardware and associated services for the BHSA.

Date	Milestone
26/10/10	Expression of Interest to ICT services framework
02/11/10	ICT Bidders Day
18/11/10	Issue ITT to framework
02/01/11	Submissions returned
20/01/11	Notification of interview
27/01/11	Final Supplier Interviews
28/01/11	Preferred Bidder Announced
07/02/11	ICT Workshop and Design Phase Commences

The agreed procurement process post FBC

Tribal as the Academy's ICT adviser will engage with the Academy and GDST to develop an agreed ICT Technical Specification that will then be used to procure an ICT partner through the new ICT services framework. The steps are outlined below and will be undertaken to ensure that the Academy has suitable exposure to the market place to attract interested ICT partners.

- (a) Bidders Day** This will enable potential ICT suppliers to visit the Academy and start to understand some of the key ICT requirements. Prior to the day ICT suppliers will be provided with the ICT Functional Specification to digest. The bidders day will enable the Academy to deliver key messages to bidders; namely the Academy's ethos, aspirations, specialisms and learning and teaching requirements. It will also provide the opportunity for the bidders to ask any questions to the Academy, GDST and Tribal
- (b) Mini competition to procure an ICT partner** As highlighted throughout section 4 this will be conducted using the ICT services framework and will be managed by Tribal through a mini competition. The evaluation criteria will be agreed with the Academy and Becta to score each written response. A short list will be agreed and invited to interview after the first stage of scoring. Following this a decision will be agreed and the preferred bidder will be informed. It is anticipated that detailed design workshops will commence immediately to finalise the ICT contract and solutions provided.

All dates for the ICT procurement and proposed dates for installation/snagging have been integrated as part of the main project plan.

4.2 Interface with Design and Construction Contract

The sponsor and key stakeholders recognise the advantages of a coherent ICT strategy to support this educational requirement for the BHSA. A coherent strategy will enhance opportunities for providing cutting edge ICT and maximising value for money, by not only buying into ICT Services procured through the replacement Becta Infrastructure Framework but also services obtained through the Academy sponsor GDST.

The phased building works involves new build and substantial refurbishment. This also involves added complexity because of the need to decant ICT equipment throughout the process. This is highlighted as one of the top 10 risks to the Scheme, as shown in Appendix 4

In order to minimise any risk to the Academy, the ICT partner (when appointed) will attend all SIG meetings. This will ensure that a proactive approach is maintained, along with effective communication channels between the Academy Trust, their respective ICT advisors, Becta and Pfs. This group complements existing project structures, but provides a focussed forum for addressing interface issues between the Academy, the ICT provider and the Design & Build Contractors. The SIG group will be a continuation of the ICT group that has been in place throughout the feasibility and implementation stages of the programme.

The ICT Strategic Integration Group will be responsible for with dealing with conflict and resolution, if this were to occur, between:

- The ICT and build programme(s) for the Academy
- The ICT element of the programme
- Integration with ICT and GDST services

In addition to this the group have to date ensured active contribution, collaboration, review and sign off of all ICT documentation that will contribute towards the final ICT solution.

The Academy ICT cost models, project plans, output specifications and functional specifications have been developed in consultation with the Academy and signed off by the SIG.

It is appreciated that the risk of managing the interface between the Design and Build Contractor and the ICT Provider will lie with the Local Authority who will therefore need to transparently and pro-actively manage this interface with the D&B contractor, the ICT Partner and the GDST.

An ICT Interface/Responsibility Matrix has been developed to manage interfaces and expectation between the Design & Build and ICT elements of the programme. This document clearly indicates the lines of responsibility that have been agreed between Wilmott Dixon, the Academy, GDST and Tribal acting as the ICT advisers.

The Local Authority will ensure ICT, Construction and FM integration by:

- securing clear agreement at the interface of all services at outset. This work has already been started as exemplified in the interface matrix;
- designing the solution around people, particularly the young people who will be using the Academy;
- developing an integrated approach between the partners so that the Academy experiences a single interface for Construction, FM and ICT;
- dealing with matters of cause and responsibility after the event so that service continuity is protected;
- proactively seeking out issues and heading these off as shown by a first draft of the Risk Analysis; and
- encouraging the D&B, ICT and FM companies to work as a single organisation aligning their project management and QA processes

The standard lifecycle of Design, Build, Operate and Manage can mean that human factors are not fully considered until the construction is complete. BHSA's focus is to ensure that learners' and staff requirements are clearly articulated at the start of the design of ICT services and effectively delivered by them.

As the procurement for the building and ICT solution are two separate entities, interface issues between the two are being carefully considered. As such the following processes have been adopted:

- The Local Authority Project Manger is responsible on behalf of the build contract to ensure an interface relationship is established with the ICT element of the project during the design and build stage. The Sponsors have a lead person to act on their behalf to manage the interface arrangements.

- An ICT Strategic Integration Group has been established to draft, discuss, manage and evaluate the interface arrangements. This group is a sub group of the DUG. The group meets on a regular basis and provides feedback to the DUG.
- The chair of the ICT SIG worked with the DUG during the bidding stages to ensure that all ICT features were incorporated into the design of the proposed building.
- Following FBC an implementation plan will be finalised by the ICT SIG to ensure all areas of concern are addressed so that a smooth dovetailing of ICT services can be built into the build programme.
- The ICT and building contractors will be attending the ICT SIG to develop an understanding of each others requirements and to ensure a co-ordinated response to interface issues.

Members of the ICT Strategic Integration Group include the following:

Name	Organisation
Steve Hodgkinson (Chair)	Sponsors' Representative
Alison Haynes	Assistant Vice Principal
Deirdre Holloway	Lead Sponsor - GDST
Alan Howarth	Enterprise Network Manager - GDST
Angela Allen:	LA - ICT Advisor
Mark Ellis:	LA ICT Lead – Children and Young People's Department
Alison Limbert	Becta Adviser
Kerrie Norman	PfS Project Director
Marc Nadim	Mott Macdonald – LA Project Manager
Stuart Pass	Tribal ICT Lead
Matt Bates	Tribal – Project Manager

The Academy and the SIG have played a full and active part in the development of all ICT documentation. This integration has ensured that the Academy is confident that its functional requirements are fully considered in the ICT procurement process. This work has been supported by the Academy's ICT consultants (Tribal) to ensure that the Academy is fully engaged in terms of infrastructure, support, expertise and experience.

The National Framework Panel Member Willmot Dixon will be required to proactively engage with the ICT Service Provider to ensure that the design fully recognises the transformational impact that ICT can have on learning.

The alignment of and the Design and Construction is highlighted as one of the top 10 risks to the Scheme.

4.3 Summary

The Sponsor/Academy Trust will procure the ICT provision through the ICT services framework.

BECTA has reviewed the delivery approach for the ICT provision and confirmed that it is acceptable.

A detailed risk register for the ICT project been developed and a clear strategy to manage / mitigate ICT risks has also been put in place.

The following documents are attached at **Appendix 4**:

- ICT Risk Matrix (identifying the top 10 risks)
- Letter from BECTA confirming that delivery approach for ICT provision has been reviewed and is acceptable²

² Note that a template BECTA letter has not been developed. The BECTA advisor will supply a short note confirming that the ICT aspects of the project are acceptable. The form of the letter will depend on progress made on ICT procurement since OBC.

5 AFFORDABILITY ***“THIS ENTIRE SECTION IS COMMERCIALY SENSITIVE”***

6 DESIGN AND BUILD CONTRACT AND DEVELOPMENT AGREEMENT ***“THIS ENTIRE SECTION IS COMMERCIALY SENSITIVE”***

7 READINESS TO DELIVER

7.1 Project Management Through the Local Competition

Section 7 and Appendix 7 of the FBC sets out the personnel of the Project Team to illustrate that the Local Competition has been resourced appropriately. It also sets out the arrangements for supervising the delivery of the Design and Build and ICT contracts, and confirms that the necessary statutory approvals are in place.

The LA maintained a fully resourced project management regime for the successful delivery of Scheme.

Role on Project	Position	Name	Time Commitment (days/month)
Owner	Director Children and Young People's Dept. (CYPD)	Howard Cooper	The Director is involved in the project as required. To date he has met with the school and The Girls Day School Trust and supported the project in a number of ways.
Project Director	Head of Branch for Planning & Resources CYPD	David Armstrong	Approx half a day per week currently.
Project Manager	Head of Facilities Management CYPD	Jeannette Royle	Approx half to one a day per week (average)
Technical Advisors	Mott MacDonald	Marc Nadim	In accordance with Pfs Programme and Project Management and Technical Advisor Framework.
Design Champion	Estates Director Girls Day School Trust (Sponsor)	Zoe Smith	As project Sponsor Zoe is providing full support to the project as required.
LA ICT Lead	ICT Lead CYPD	Mark Ellis	As required. Mark has been asked to prioritise this project in his work plan and this element of the project is on target currently. Mark will continue to focus on this project.
ICT Advisers	Tribal Group	Matthew Bates	In accordance with ICT Advisor Framework.
LA Legal Adviser	Wirral Council	Anne Quirk	The council will use the appropriate in-house staff to process and manage the legal issues on this project. Given that aspects of this project are not standard

			Academy legal transactions the LA will also use external support if required.
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In addition, PfS has provided support during the Local Competition, and has monitored progress to ascertain whether the requirements of the PfS National Framework have been met. The PfS Project Director is Kerrie Norman.

7.2 Supervising and Monitoring the Delivery of the D&B Contract

Gwenda Murray from the Local Authority and employed by Technical Services Department will act as Employer's Representative and Contract Administrator during the delivery of the D&B contract and will be supported by Mott MacDonald Technical Advisors who will monitor progress and agree valuations for payment at monthly intervals.

7.3 Supervising and Monitoring the Delivery of ICT

The Academy Trust has appointed Tribal for the provision of ICT Technical, ICT Procurement and ICT Project Management Consultancy. Tribal were appointed by the Trust from the Becta Professional Services Framework.

The Academy Trust will be wholly responsible for the delivery of ICT Hardware within the new building.

7.4 Statutory Approvals

Planning Permission has been granted for the project on 01 December 2010.

Wirral Council will accept the risk of judicial review which will conclude on 22 February 2011 (three months from date of planning permission) and the project will start on site as soon as possible after planning permission is granted.

7.5 Risk

A risk workshop has been held and a risk strategy for the delivery phase has been developed.

The Risk Register details:

- The risks identified
- Who is responsible for the mitigation
- Measures being taken to mitigate each risk

7.6 Summary

The LA has put in place resources for the duration of the project, including post contract, to monitor and maintain ongoing relations with the Selected Panel Member and ensure that performance is continually reviewed.

All statutory necessary statutory approvals have been granted.

A risk workshop has been held and a risk strategy developed.



The following documents are attached at **Appendix 7**:

- Budget for delivery
- Planning Permission
- Risk Register (detailing top 10 risks going forward)

DRAFT

APPENDIX 1 – OVERVIEW AND COMMITMENT

- A letter of support from the Sponsor/Academy Trust
- A letter of support from the LA
- Papers and minutes of LA Cabinet meetings confirming approval for the project

DRAFT

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Academy Sponsor

[]
Project Director
Partnerships for Schools
Fifth Floor
8-10 Great George Street
London
SW1P 3AE

Dear Sirs,

[] Academy

We are pleased to provide this letter as a supporting document to the Final Business Case for the [] Academy. The Final Business Case has our full support and we endorse the submission of the document to Partnerships for Schools.

We write to confirm our commitment to working with [Local Authority] and [Selected Panel Member] to deliver the Academy building project.

We have been fully involved in the procurement process and confirm that the designs developed support the education vision that has been developed for the Academy.

We can confirm that we have agreed the content of the Development Agreement with [Local Authority], and are ready to sign it.

We look forward to the approval of the FBC and to the work starting on site.

Yours faithfully,

[]
Academy Trust

[]
Local Authority

[]
Project Director
Partnerships for Schools
Fifth Floor
8-10 Great George Street
London
SW1P 3AE

Dear Sirs,

[] Academy

[] Local Authority is pleased to submit the Final Business Case for the [] Academy. We provide this letter as a supporting document to the Final Business Case.

We write to confirm our commitment to working with [Sponsor/Academy Trust] and [Selected Panel Member] to deliver the Academy building project.

We believe that we have fully engaged with the Sponsor/Academy Trust to develop the Final Business Case and that the designs developed support the education vision developed by the Sponsor/Academy Trust.

We can confirm that we have agreed the content of the Development Agreement with [Sponsor/Academy Trust], and are ready to sign it. We have also agreed the Design and Build Contract with [Selected Panel Member]. We expect the Design and Build Contract to be signed on [].

If you have any further queries or points of clarification, please do not hesitate to contact [Local Authority Project Director] on []. Otherwise we look forward to the approval of the FBC and to the work starting on site.

Yours faithfully

[]

Director of Children's Services

APPENDIX 2 – THE LOCAL COMPETITION

- A detailed programme of work going forward (Gantt chart, including ICT development and procurement)

DRAFT

APPENDIX 3 – FACILITIES MANAGEMENT

- NOT USED

DRAFT

APPENDIX 4 – ICT PROCUREMENT

- ICT Risk Matrix (identifying the top 10 risks)
- Letter from BECTA confirming that delivery approach for ICT provision has been reviewed and is acceptable

DRAFT

APPENDIX 5 – AFFORDABILITY

- Financial and Technical Proformas³
- FBC Required KPI Data

DRAFT

³ The FBC should include the proformas submitted with the Selected Panel Member's ITT, updated if there have been any changes.

FBC Required KPI Data

In order to measure efficiencies and achievements against BSF National Priorities the following data is required at FBC stage.

Please record both the data values and the relevant document reference.

Data description	Units required	Category	FBC value	Document reference
Cost / m ² : Total cost per square metre, calculated as the actual final total cost for new construction divided by the gross floor area.	Average £/m ² for sampled schemes	Mainstream New Build		
		SEN New Build		
Whole life costs Discount rate: 3.5% Base date: 1Q 2003	Total NPV whole life cost across all sample schemes, £	New Build		
		Refurbishment / Remodelling		
Site works costs* Base date: 1Q 2003	Total site works cost across all sample schemes, £	All sample schemes		
Abnormal costs* Base date: 1Q 2003	Total abnormal Costs for all sample schemes, £	New Build		
		Refurbishment / Remodelling		
Number of joined up funding streams predicted for this project in addition to BSF	Number	Project		
Predicted total amount of joined up funding	£	Project		

Please also list on the next page any significant assumptions underlying the above data. If there have been any significant change in circumstances affecting these costs i.e. change in building regulations, DCSF policy etc. please state these as well.

Assumptions / Change in Circumstances

* These should only be completed where Proforma 3 of the Financial and Technical Proformas, provided by Partnerships for Schools at www.partnershipsforschools.org.uk, does not already hold these costs.

APPENDIX 6 – DESIGN AND BUILD CONTRACT AND DEVELOPMENT AGREEMENT

- Schedule of agreed derogations to the Design and Build Contract
- Schedule of agreed derogations to the Development Agreement

DRAFT

APPENDIX 7 - READINESS TO DELIVER

- Budget for delivery
- Planning Permission
- Risk Register (detailing top 10 risks going forward)

DRAFT

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WIRRAL COUNCIL

CABINET - 25 NOVEMBER 2010

REPORT OF THE INTERIM DIRECTOR OF CHILDREN'S SERVICES

REFURBISHMENT AND REMODELLING OF THE FORMER ENGINEERING BLOCK AT WOODCHURCH HIGH SCHOOL

SCHEME AND ESTIMATE REPORT

EXECUTIVE SUMMARY

This report describes the work required to refurbish and undertake a modest amount of remodeling of the former Engineering Block at Woodchurch High School. The remodeled facility will be able to accommodate the schools' Aspergers Base, Training School Specialism and also allow for Community Use. This report sets out the costs of the scheme at £262,425 and Cabinet is asked to consider and approve the proposal.

1.0 BACKGROUND

- 1.1 Woodchurch High School has just undergone a £25m rebuild as part of the national One School Pathfinder Programme. Kier (North West) as part of their schedule of works under the main construction programme has demolished the old school building with the exception of the Sports Centre and the former Engineering Block, both of recent construction.
- 1.2 Due to the funding constraints and strict floor area calculations of One School Pathfinder projects, any non-essential curriculum and community use was not permitted within the main programme of works. The additional scheme has been designed to refurbish and remodel the remaining Engineering Block building in order to provide additional facilities to support the schools' Aspergers Base, Training School Specialism and Community use. The scheme has been drawn up using normal procurement methods using funding from Council and schools Devolved Formula Capital allocations.
- 1.3 The refurbishment of the former Engineering Block includes, the formation of an accessible entrance, provision of toilet facilities, pupil support base, Aspergers base with kitchenette, training school classroom, diploma teaching room, practical room and counseling facilities, the scheme also includes the upgrading of services. The works create a stand alone building from this part of the former school, at the front of the site which will allow use separately from the main school.
- 1.4 On 22 July 2010, Cabinet were made aware of the intended remodeling to the former Engineering Block to create a 'stand alone' facility, funding was approved within the CYPD Schools Capital Programme 2010/11.

2.0 RISK ASSESSMENT

- 2.1 The main programme of work undertaken by Kier (North West) included the isolation of the former Engineering Block, ensuring that services were

maintained and that the building was safe and secure. This reduces risk to future adaptations as a result of additional ground works or service connections which often increase project costs.

- 2.2 The risk to the school in not being able to provide additional support to pupils with Aspergers is significant and this project will allow this specialist role to continue in parallel to the work being done in the main school building.
- 2.3 No other risks have been identified with this project.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The Estimate for this work is set out below. All costs are at the first quarter of 2011.

Building costs including External Works	£224,295.00
Departmental Charges including: Professional Fees @ 17% Clerk of Works Salary CDM Coordinator	
Planning and building regulation fees	£ 38,130.00
Total	£262,425.00

The scheme will be funded from the following resources:

Modernisation funding 2010 / 2011	£200,000.00
School Devolved Formula Capital	<u>£ 62,425.00</u>
TOTAL	£262,425.00

- 3.2 Costs include essential refurbishment works such as replacement of M&E, fire and security alarms, finishes, containment and external works. Consequential improvements to reduce running costs and meet current building regulations include applying an insulated render to external walls providing upgraded insulation.
- 3.3 It is anticipated that there will be a saving in fuel revenue costs at the site as a result of this scheme as the refurbished building will be more energy efficient than existing, due to the proposed design measures included in the project. The Energy Conservation Unit within the Department of Technical Services will closely monitor costs.
- 3.4 The running and maintenance of the facility will be met from the schools delegated budget.

4.0 STAFFING IMPLICATIONS

- 4.1 The Professional Services for the scheme will be provided by staff within the Technical Services Department.
- 4.2 In accordance with the Construction (Design and Management) Regulations the Director of Technical Services is carrying out the role of CDM Coordinator.

5.0 EQUAL OPPORTUNITIES IMPLICATIONS/EQUALITY/HEALTH IMPACT ASSESSMENT

- 5.1 Access will be provided for children and adults with disabilities to all areas of this building. The new building will also comply with current recommendations on design for the deaf and partially sighted.
- 5.2 Five toilets, including an accessible WC, will be available within the lobby for users and staff as well as visitors.
- 5.3 There are no implications in this report specifically for women, ethnic minorities or the elderly.
- 5.4 There are no specific health implications but an impact assessment will be undertaken prior to the works being tendered.

6.0 COMMUNITY SAFETY IMPLICATIONS

- 6.1 The design of this project will take account of best practice to reduce the risk of crime and the local crime prevention officer will be consulted.
- 6.2 The scheme shall include electronic controls on appropriate inner doors to restrict unauthorized personnel from proceeding beyond the reception lobby.
- 6.3 The scheme has the potential to provide key community use due to its stand-alone construction and positioning within the school boundaries and general location with the Woodchurch area.

7.0 LOCAL AGENDA 21 IMPLICATIONS

- 7.1 Thermal insulation is to be provided to meet the standards and guidelines recommended by part L2 of the Building Regulations.
- 7.2 Low energy electrical fittings, heating controls and water saving devices will all be used as far as possible to help reduce the consumption of natural resources.
- 7.3 All timber used will be from sustainable sources regulated by the Forestry Stewardship Council.
- 7.4 The successful contractor will be encouraged to employ local labour and source materials from local suppliers once construction commences.
- 7.5 The successful contractor will also be encouraged to enter into dialogue with the Council's Construction Employment Integrator team, with the objective to agree target recruitment training hours in conjunction with the project.

8.0 PLANNING IMPLICATIONS

- 8.1 Planning and Building Control approval will be required for this project. Woodchurch School is within the Green Belt in the Council's Adopted Unitary

Development Plan and redevelopment to refurbish the former Engineering Block is subject to Policy GB3 – Re-Use of Buildings in the Green Belt.

9.0 ANTI POVERTY IMPLICATIONS

9.1 There are no specific anti poverty implications within this report.

10.0 SOCIAL INCLUSION IMPLICATIONS

10.1 The proposed works will assist in providing an integrated approach to children's education, which is recognized as being a key factor in determining positive educational outcomes for all children.

11.0 LOCAL MEMBER SUPPORT IMPLICATIONS

11.1 The Woodchurch High School is in Upton ward.

12.0 BACKGROUND PAPERS

12.1 The information used in the preparation of this report was obtained from working files in the Children and Young Peoples Department and no other background papers have been used in the preparation of this report with the exception of the Architects file B02403 and the Quantity Surveyors working papers.

12.3 Cabinet on 22 July 2010 refers to the scheme within CYPD Schools Capital Programme 2010/11.

RECOMMENDATIONS

That:

1. The Scheme and Estimate, as presented, be accepted
2. The Director of Technical Services be authorised to obtain all necessary statutory approvals for the project.
3. The Director of Technical Services be authorised to seek tenders for the project.
4. The Interim Director of Children's Services use his delegated powers to accept the lowest bona-fide tender and report his acceptance of the tender to Cabinet in due course in accordance with the Council's Procurement Policy.

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REPORT OF THE DIRECTOR OF TECHNICAL SERVICES

GREEN SPECIFICATION AND RENEWABLE ENERGY GENERATION BY COUNCIL

1.0 EXECUTIVE SUMMARY

1.1 At its meeting on 18 October 2010, Council agreed to a Notice of Motion on renewable energy generation and resolved (minute 45 refers):

- a) to expand its renewable energy generation;
- b) to instruct officers to ensure that renewable energy projects are an integral part of the Council's office accommodation strategy, and
- c) to instruct officers to report back to the appropriate Cabinet Member and to the Sustainable Communities Overview and Scrutiny Committee at the earliest opportunity.

1.2 This report now advises Members of the development of a Green Specification in the form of a best practice guide for designers, which will require sustainable materials and products with recognised environmental benefits, and, where practicable, renewable energy technologies, to be incorporated into all Council building projects.

1.3 This report was noted and endorsed by Members of the Sustainable Communities O&S Committee at its meeting on 17th November 2010, and Cabinet is now requested to approve the recommendations.

2.0 BACKGROUND

2.1 Members will be aware that over recent years a number of specific projects have been implemented by the Technical Services Department under the Carbon Reduction Programme to contribute towards the Council's Improvement Priority to reduce its carbon footprint, under the Strategic Objective to "create a clean, pleasant, safe and sustainable environment". These projects have also supported former National Indicators: NI 185 (CO₂ reduction from Local Authority Operations); NI 186 (Per Capita Reduction in CO₂) and NI 188 (Adapting to Climate Change). These NIs have recently been withdrawn by Government and revised environmental performance measures are expected to be announced shortly.

2.2 This Committee last noted and endorsed progress of the Carbon Reduction Programme, including a strategy for reducing the Council's carbon footprint by 60% by 2025, on 21 June 2010 (minute 59 refers).

2.3 Measures included in the Council's Carbon Reduction Programme have included:

- Energy Efficiency schemes (improved lighting installations, boiler replacements)
- Energy Awareness and carbon reduction promotions and campaigns
- Automatic meter reading
- Combined heat and power (CHP)
- Launch of Wirral CRed initiative
- Waste reduction and improved recycling service

2.4 Over the same period, the Council has also been working closely with local partners through the Wirral Climate Change Group to reduce the Carbon Footprint across Wirral and to "create a clean, pleasant, safe and sustainable environment".

- 2.5 This Committee noted and endorsed progress of the various Wirral-wide Carbon Reduction projects and referred a report on the subject to Cabinet on 8 March 2010 (minute 46 refers).
- 2.6 Building designers within Technical Services began work on a draft Green Specification in 2007. A number of projects designed through the Department's Design Consultancy Division in recent years have incorporated green materials and technologies, which help contribute to the Council's strategic objectives and priorities for improvement in sustainability and carbon emission reduction. Some examples to date include;

Laird Foundation 2006

- high thermal properties and U-values
- intelligent lighting system
- solar thermal for hot water
- wind turbine
- radiant heating to maximise efficiency
- eco-warrior monitoring system (BMS)

Town Lane School 2006

- high thermal properties and U-values
- recycled aggregates used
- intelligent lighting system
- solar thermal for hot water
- consequential improvements made (10% of building contract sum)

Dale Farm 2007

- high thermal properties and U-values
- wood burning stove (carbon neutral) for heating installed
- intelligent lighting system
- solar thermal for hot water

Stanton Road School 2009

- high thermal properties and U-values
- intelligent lighting system
- solar thermal for hot water
- recycled aggregates used
- passive ventilation system to reduce mechanical installations
- sun glass used to reduce solar gain and diminish cooling requirement
- heat recovery system installed
- consequential improvements made (10% of building contract sum)

New Park Primary School 2010

- high thermal properties and U-values
- biomass boiler
- sun glass used to reduce solar gain and diminish cooling requirement
- rainwater harvesting
- intelligent lighting system
- passive ventilation system to reduce mechanical installations
- recycled aggregates used
- BMS system

- 2.7 The Green Specification has now been completed. It provides a best practice guide for designers to incorporate green technologies and sustainable products and materials into Council building projects, which will contribute to the Council's Carbon Reduction Programme and Carbon Budget and to the Government's Carbon Commitment. The Guide also includes links to access current best practice material specifications and an appendix containing examples of typical approved products which will ensure consistency of materials and equipment across the Council's

buildings, assisting with efficiency of facilities management and maintenance operations. A key principle of the Guide is that energy demand, and thus energy consumption and emissions from buildings, should be reduced before renewable technologies are considered.

- 2.8 In February 2010, Government announced details of a scheme of Feed in Tariffs (FiTs) designed to stimulate and drive an increased uptake of renewable energy systems and to increase energy generation from renewable sources from some 5.5% nationally to 30% in 10 years.
- 2.9 FiT schemes guarantee a set fee payable for electricity generated for self-use and an additional rate for all surplus electricity exported back to the national grid. Currently domestic rates are higher than for commercial applications. However, recent legislation now allows local authorities to participate in such schemes with a potential to accrue revenue benefits, in addition to contributing to local carbon reduction and climate change targets. Examples of small-scale, low carbon, renewable technologies include:
- Wind
 - Solar Photovoltaic (PV)
 - Hydro
 - Anaerobic digestion
 - Biomass CHP
- 2.10 Similarly, from April 2011 the Government intend to introduce Renewable Heat Incentive (RHI) which is expected to complement FiT's. This will help the Council to fund the installation of the following types of technology:
- Air and ground-source heat Pumps
 - Solar Thermal
 - Biomass Boilers
 - Renewable Combined Heat and Power
 - Use of Biogas and Bio-liquids
- 2.11 The notice of motion agreed by Council on 18 October 2010 will ensure that renewable energy installations are considered, where appropriate, as part of the building design process and that generation of renewable energy is explored with the Council's partner organisations.

3.0 PROPOSALS

- 3.1 All new buildings and major refurbishments designed by the Council's Technical Services Department, or consultants procured to provide such services to the Council, should be designed in accordance with the general principles contained in the Council's Green Specification Guide, 'Wirral Green Spec' (see Appendix A). Where relevant and appropriate, the guide will also be applied to all building adaptation, reconfiguration or renovation designs, including works included in the Council's Strategic Asset Review and Accommodation Strategy. The guide will be a live document, which will be continually reviewed, revised and updated to reflect changing legislation and good practice guidance when necessary.
- 3.2 The Technical Services Department's Quality Management Systems, which are accredited to BSi ISO 9001, will be updated to ensure the Guide is being applied consistently across all Council building projects. An internal peer review process will also be established, so that designs for significant projects can be queried, debated and, where necessary, revised, prior to construction, by an appropriate team of fellow professional officers who were not involved in the initial design process.
- 3.3 The Technical Services Department will continue to retain membership of the Green Register, which is a national register of construction professionals, including a large number of architects' practices, undertaking to provide sustainable designs in accordance with good practice.

- 3.4 In addition, where practicable for the project concerned, all designs will consider the introduction of renewable energy generation technologies. All future Scheme and Estimate reports presented to Cabinet for approval will include details of any proposed renewable energy facilities, which could be incorporated, where practicable, as part of the scheme, together with the associated costs and benefits.
- 3.5 The potential for the introduction of renewable energy installations through partnership working with energy technology providers and other partner organisations will also be explored through the Wirral Climate Change Group and any other appropriate channels. The Council is aware of social housing providers (RSLs) negotiating the installation of “free” solar PV panels on their properties and encourages the installation of renewable energy technologies on RSL, new-build and refurbished properties. Solar PV has been installed on new-build flats in Southwick Road, Tranmere and will be installed on Quarry Bank flats, Birkenhead, with each tenant benefiting from the resulting feed in tariff.
- 3.6 The Green Specification Guide will also be made available to private developers who are procuring building works in Wirral via the Developers Guide, which is being promoted by the Technical Services Department’s Development Control and Building Control Divisions. Thus, private developers will be encouraged to follow similar principles to the Council’s own designers and, therefore, contribute to corporate objectives and priorities.

4.0 FINANCIAL IMPLICATIONS

- 4.1 The inclusion of renewable technologies in any capital project will result in increased initial costs for that particular project. These costs will be assessed by Technical Services Department staff when the project is designed and the costs of the enhanced scheme separately identified in the Scheme and Estimate reports to Cabinet.
- 4.2 The Scheme and Estimate reports will also detail the resulting benefits, such as the potential revenue income via Feed in Tariffs for any proposed renewable energy facilities and likely pay-back period. This will enable Cabinet to assess the benefits resulting from the enhanced scheme and ensure that this is an integral consideration of any scheme proposals.
- 4.2 Continued membership of the National Green Register requires a revenue commitment of approximately £150 p.a. This can be met from existing resources.

5.0 STAFFING IMPLICATIONS

- 5.1 There are no staffing implications arising directly from this report.

6.0 EQUAL OPPORTUNITIES/EQUALITY IMPACT ASSESSMENT

- 6.1 There are no implications under this heading.

7.0 HEALTH IMPLICATIONS/IMPACT ASSESSMENT

- 7.1 There are no implications under this heading.

8.0 COMMUNITY SAFETY IMPLICATIONS

- 8.1 There are no implications under this heading.

9.0 SUSTAINABILITY IMPLICATIONS

9.1 Adoption of the Green Specification Guide will enable the Council to continue to reduce its carbon footprint by improving energy efficiency, reducing energy needs, introducing renewable technologies and improving environmental performance.

10.0 PLANNING IMPLICATIONS

10.1 Some renewable energy installations, which are retrofitted to buildings during adaptation or refurbishment works, may require planning consent. Individual project-specific planning implications will be reported to Cabinet at Scheme and Estimate report stage.

11.0 ANTI-POVERTY IMPLICATIONS

11.1 There are no implications under this heading.

12.0 HUMAN RIGHTS and SOCIAL INCLUSION IMPLICATIONS

12.1 There are no implications under these headings.

13.0 LOCAL MEMBER SUPPORT IMPLICATIONS

13.1 The Green Specification Guide and potential introduction of renewable technologies will be applied to Council's buildings across all Wards.

14.0 BACKGROUND PAPERS

14.1 No relevant information has been used in the preparation of this report.

RECOMMENDATIONS

That Cabinet Members note the report and approve the following recommendations :

- (1) That the Green Specification Guide (Appendix A) be adopted by the Council for use on all Council building projects;
- (2) That all future Scheme and Estimate reports for building projects include details of proposed renewable energy generating facilities, where it is practicable to incorporate these, together with the associated costs and environmental and financial benefits of such enhanced schemes;
- (3) That membership of the National Green Register be continued;
- (4) That the Green Specification Guide be linked to the Developers Guide and promoted by the Technical Services Department

DAVID GREEN, DIRECTOR
TECHNICAL SERVICES

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INTRODUCTION

In September 2007, Cabinet approved a new Corporate Plan structure focusing on five key Corporate Objectives with a series of corresponding first year Improvement Priorities. The second Corporate Objective is “to create a clean, pleasant, safe and sustainable environment” with the following Improvement Priorities for 2008/9 to “**Reduce Our Carbon Footprint**”. This remains a key priority below the objective for 2010-11. Wirral’s 2006 Climate Change Strategy underpins and supports this priority and the overall strategic objective.

Technical Services continues to play a significant role in the Corporate Objective “to create a clean, pleasant, safe and sustainable environment”.

This document is intended to be a designer’s guide on incorporating best practice green technologies and sustainable products and materials into Council building projects in order to contribute to the Council’s Carbon Reduction Programme, Carbon Budget and the Governments Carbon Reduction Commitment.

The Guide includes links informing designers how to access current best practice material specifications and an appendix containing examples of typical approved products which will ensure consistency across the Council’s building stock, assisting with efficiency of facilities management and maintenance operations. A key principle of the Guide is that energy demand in buildings should be reduced before renewables are considered.

The Council’s Climate Change Strategy is to reduce carbon emissions, the Council has now adopted the target of a 60% reduction by 2025 and will be working with residents, communities and both the public and private sectors to achieve their own reductions.

The design and specification of buildings has a key influence on the performance of buildings and the emissions produced by the Council. They determine the **operating costs** of the building, they influence the building’s **impact on the environment** and they influence the comfort and well being of the building’s occupants which in turn effects productivity.

Sustainability: – our objective is to significantly improve the sustainability of all new and existing buildings. More specifically we aim to:

- improve their energy efficiency/reduce their CO₂ emissions
- improve their water efficiency
- ensure that they can adapt/are resilient to a changing climate
- reduce the wider impact that they have on the environment.

RENEWABLES

At its meeting on 18 October 2010, Council agreed to a Resolution on Renewable Energy Generation and resolved (minute 45 refers):

- a) to expand its renewable energy generation;
- b) to instruct officers to ensure that renewable energy projects are an integral part of the Council's office accommodation strategy

Therefore we are now required, where appropriate, to install Renewable Technologies in all new and refurbished buildings. **Renewable technologies should be considered before conventional systems are specified.**

The recently introduced Government Feed in Tariff (FiT) scheme will assist with the funding of renewable schemes by guaranteeing a set fee payable for electricity generated for self-use and an additional rate for all surplus electricity exported back to the national grid. Currently domestic rates are higher than for commercial applications. However, recent legislation now allows local authorities to participate in such schemes with a potential to accrue revenue benefits, in addition to contributing to local carbon reduction and climate change targets. Examples of small-scale, low carbon, renewable technologies include:

- Wind
- Solar Photovoltaic (PV)
- Hydro
- Anaerobic digestion
- Biomass

Similarly from April 2011 the Government intend to introduce Renewable Heat Incentive which is expected to complement FiT's. This will allow the Council to install the following types of technology:

- Air and ground-source heat Pumps
- Solar Thermal
- Biomass Boilers
- Renewable Combined Heat and Power
- Use of Biogas and Bio-liquids

The specifying of new or innovative products such as biomass boilers or rain water harvesting systems will help stimulate the market for the development of these products, which will help the UK compete in a developing market for more sustainable products.

It is crucial that renewable energy schemes are developed in conjunction with energy reduction schemes rather than to simply offset increase energy use.

DESIGN OF BUILDINGS (SUSTAINABLE CONSTRUCTION)

- *Adaptability/Flexibility:* The use of interior space to be optimised through careful design so that the overall building size, and resource use in constructing and operating it, are kept to a practical minimum for original design use.
- *Design for future reuse and adaptability:* This can be achieved by making the structure adaptable to other uses, and choosing materials and components that can be reused or recycled.
- *Design for easy maintenance:* Whilst new buildings will usually have a design life of 30 or 60 years or greater, mechanical and electrical systems will not generally last beyond 15 years. Systems to be designed from the outset for disassembly and recycling, or designed out by use of passive design.
- *Design an energy-efficient building:* This to be delivered through the high use of insulation, high-performance windows, and tight construction. Efficiency to be obtained by using natural, or less preferably, mechanical ventilation, in preference to air conditioning.
- *Design buildings to use renewable energy.* Passive solar heating, daylighting, and natural cooling to be incorporated cost-effectively into appropriate buildings.
- *Optimise material use:* Waste to be minimised by designing for appropriate standard ceiling heights and building dimensions. Avoid waste from structural over-design (use optimum-value engineering/advanced framing).
- *Design water-efficient, low-maintenance landscaping:* Conventional lawns have a high impact because of water use, pesticide use, and pollution generated from mowing. Consider landscaping with drought-resistant native plants and perennial groundcovers.
- *Make it easy for occupants to recycle waste:* Make provisions for storage and processing of recyclables and kitchen waste.
- *Recycle greywater if feasible:* Water from sinks, showers, or clothes washers to be recycled for WC flushing or irrigation. Design the plumbing for easy future adaptation and access.
- *Design for durability.* Spread the environmental impacts of building over as long a period as possible. The structure must be durable as a building with a durable style will be more likely to realise a long life.
- *Design for recovery.* To be done by ensuring that buildings are designed to facilitate the maximum recovery of materials when the time comes to demolish them.

LOCATION & PLANNING SITE

- *In-fill and mixed-use development: Identifying an in-fill site which increases density is inherently more sustainable than building on undeveloped greenfield sites. Mixed-use development, in which residential and commercial uses are intermingled, can reduce vehicle use and help to create healthy communities.*
- *Minimise car dependence: This can be done through locating buildings to provide access to public transportation, bicycle paths, and walking access to basic services.*
- *Value site resources: Early in the siting process, carry out a careful site evaluation covering issues such as: solar access, soils, vegetation, water resources, important natural areas, and let this information guide the design.*
- *Promote biodiversity: By clustering buildings or building attached units to preserve open space and wildlife habitats. Avoid especially sensitive areas including wetlands, and keep roads and service lines short.*
- *Provide responsible on-site water management: By designing landscapes to absorb rainwater runoff (stormwater) rather than having to carry it off-site in storm sewers. Consider collecting rainwater for irrigation (SUDS recommendations to be followed).*
- *Situate buildings to benefit from existing vegetation: Hedge rows and shrubbery can block cold winter winds or help channel cool summer breezes into buildings. Trees on the east and west sides of a building can dramatically reduce cooling loads.*

MATERIALS

- *Avoid ozone-depleting chemicals and those with a high global warming potential: The new Framework rules out the use of CFCs and HCFCs and promotes the use of alternatives to MFCs (which add to global warming). Reclaim CFC, HCFCs, and HFCs when servicing or disposing of equipment.*
- *Use durable products and materials: Because manufacturing is very energy-intensive, a product that lasts longer or requires less maintenance usually saves energy. Durable products also produce less waste in the long run and are a more efficient use of resources.*
- *Choose low-maintenance building materials: Where possible, select building materials that will require little maintenance (painting, re-treatment, waterproofing, etc.), or whose maintenance will have minimal environmental impact.*
- *Choose building materials with low embodied energy: Heavily processed or manufactured products and materials are usually more energy intensive. As long as durability and performance will not be sacrificed, choose low energy embodied materials.*

APPENDIX 1 – GREEN SPECIFICATION AND RENEWABLE ENERGY GENERATION BY COUNCIL

- *Use building products made from recycled materials:* Building products made from recycled materials reduce solid waste problems, cut energy consumption in manufacturing, and save on natural resource use.
- *Use salvaged building materials when possible:* The pressure on landfill can be reduced and natural resources saved by using salvaged materials: lumber, millwork, certain plumbing fixtures, and hardware, for example. Make sure these materials are safe (for example, by testing for lead paint and asbestos), and don't sacrifice energy efficiency or water efficiency by reusing old windows or plumbing fittings.
- *Use good wood:* There is a Government commitment that all central government departments and agencies actively seek to procure timber and timber products from legal and sustainably managed sources.
- *Avoid materials that will give off gas pollutants:* Solvent-based finishes, adhesives, carpeting, particleboard, and many other building products release formaldehyde and volatile organic compounds (VOCs) into the air. These chemicals can affect workers' and occupants' health as well as contribute to smog and ground-level ozone pollution outside.
- *Minimise packaging waste:* Avoid excessive packaging, such as plastic-wrapped plumbing fixtures or fasteners that aren't available in bulk. Inform suppliers why over-packaged products are being avoided. Keep in mind, however, that some products must be carefully packaged to prevent damage, and resulting waste.

EQUIPMENT

- *Install high-efficiency heating and avoid air conditioning:* Well-designed high-efficiency boilers, not only save the building occupants money, but also produce less pollution during operation. Design incorporating natural ventilation or, less preferably, mechanical ventilation, can make air conditioning unnecessary for most applications.
- *Install energy efficient lights and appliances:* Fluorescent lighting has improved dramatically in recent years and is now suitable for homes. High-efficiency appliances offer both economic and environmental advantages over their conventional counterparts.
- *Install water-efficient equipment:* Low flush WCs, waterless urinals and low flow showers not only reduce water use, but save money through lower water and sewerage charges. Reducing hot water use also saves energy and reduced emissions of carbon dioxide - the main greenhouse gas.

SITE DEVELOPMENT

- *Protect trees and topsoil during site work:* Trees can be protected from damage during construction by fencing off the "drip line" around them and avoiding major changes to surface grade.

APPENDIX 1 – GREEN SPECIFICATION AND RENEWABLE ENERGY GENERATION BY COUNCIL

- *Avoid use of pesticides and other chemicals that may leach into the groundwater:* Look at alternatives or less toxic treatments.
- *Minimise site waste:* This can be done by setting up clearly marked bins for different type of usable waste (wood scraps for kindling, sawdust for compost). Find out where different materials can be taken for recycling, and raise awareness about recycling procedures. Salvaged materials can be donated to community groups.
- *Make education a daily practice:* Use the design and construction process to educate clients, employees, subcontractors, and the general public about environmental impacts of buildings and how these impacts can be minimised.
- *Sustainable demolition practices:* Specify safe demolition for site users with all works complying with health and safety requirements; avoidance of damage and operational problems to the plant in other buildings; reuse of materials and a statement showing where reclaimed materials will go. Waste must be disposed of legally.

BUILDING SERVICES (ENERGY EFFICIENCY) GENERAL

The definition of an energy efficient building is 'One that provides the specified internal environmental conditions for minimum energy cost'. To achieve this it is essential to adopt an integrated approach to building design, employ good practice techniques and influence the specification of building services at the earliest possible stage. This will directly influence the environmental impact of a building and result in reduced operating costs over its lifetime.

A straightforward approach, taking account of location, orientation, natural ventilation and daylighting, will not only minimise capital costs, but also facilitate plant operation and reduce maintenance costs. Improving the quality of the indoor environment will ultimately improve the health and wellbeing of the building occupants.

Heating

- *Reduce the use of fossil fuels:* Choose the least polluting source of energy for space and water heating after all renewable schemes have been considered.
- *Select high efficiency boilers:* Condensing boilers are more efficient and therefore cheaper to run than conventional boilers and must be considered for at least the lead boiler in a multi-boiler installation.
- Use separate, localised systems to meet small loads and for water heating.
- *Use the natural characteristics of a site:* Optimise solar heat gain to enable internal conditions to be achieved with minimum reliance on services.
- *Use appropriate controls:* Incorporate zoning, weather compensation and optimisation to heating systems.

Cooling

- **Consider the solar, dynamic and thermal characteristics of the building:** External shading, internal blinds and self-shading will minimise the impact of the weather on the internal conditions, delaying peak internal temperatures.
- **Natural or mixed mode ventilation:** This must be considered for use in preference to full air conditioning.
- Where air conditioning is required, specify systems that will use free cooling in summer and heat recovery in winter.
- If air conditioning is required to supplement natural ventilation or for special needs, the system should be designed to operate on a zoned basis.

Ventilation

- Natural ventilation should be the first choice: Where additional ventilation is required, fans and pumps should be sized accurately. Variable speed drives will be used to minimise losses at periods of low load.
- Provide controllable, natural ventilation removing dependence on air-conditioning systems.

Lighting

- Design windows to ensure their size and layout take full advantage of daylight.
- Choosing light colours for internal finishes will reduce the requirement for artificial lighting.
- Design buildings to maximise natural day lighting by the use of shallow floor plates and use sun pipes where deeper floor plans are necessary.
- Consider daylight linking: Artificial lighting should be used to meet lighting levels not provided by natural light.
- Maximise energy efficiency by controlling the level and timing of lighting systems.
- Use High frequency and Slimline Fluorescent tubes: These are no more expensive than ordinary lamps, and are up to 10% more efficient.
- Do not over light non-sensitive areas. Areas of special needs can be provided for locally.
- Maximise use of daylight through good use of blinds, while eliminating glare and minimising heat gain.

APPENDIX 1 – GREEN SPECIFICATION AND RENEWABLE ENERGY GENERATION BY COUNCIL

Performance

- Set performance targets based on recognised guides such as Best Practice Guides or BREEAM measures requiring thermal modelling studies to be undertaken.
 - Design temperatures for air-conditioned offices of:
 - 24°C in summer
 - 20°C in winter

Careful consideration should be given to external ambient design conditions as this could lead to plant / systems being oversized and a reduction in operating efficiency.
- Winter design heating temperatures for other areas should be less than or equal to the lower end of the temperatures stated in CIBSE guides.
- A minimum temperature dead band of 4°C should be considered.
- Design to achieve air tightness and specify insulation to optimum levels that balance capital costs against energy savings.
- Specify equipment that is energy star compliant or a similarly recognised certification scheme.

Controls

- Install controls that are simple to understand and that will allow control to local occupants. Building Energy Management systems should be provided by Trend and installed by Trend approved installers
- Controls must be accessible to those responsible for energy management and maintenance of the building.

Water

- For general use, install low flush volume cisterns and consider greywater schemes. This will reduce surface water drainage and sewerage sizes.
- Install water saving devices at an early stage. Use spray taps, urinal controls and water efficient shower heads.

ADVANCED MODELLING TECHNIQUES

By using specialist advice and advanced modelling techniques, it is possible to design in such a way that waste from oversizing of plant and equipment is eliminated. Changes in legislation, tighter building standards regulations and an integrated and innovative approach to building design, will ensure a sustainable and energy efficient built environment that will meet the needs and aspirations of Wirral Council.

USEFUL INFORMATION

Each of the organisations listed below have excellent web based links to data that has been analysed, categorised and labelled for ease of use:

- a) **National Green Specification** Environmental assessment of products and materials on the basis of Life Cycle Analysis (LCA)
<http://www.greenspec.co.uk/>
- b) **Building Research Establishment (BRE) “thegreenguide”** through its use of the Environmental Profiles Methodology 2008,
<http://www.thegreenguide.org.uk/>
- c) **NBS Green Building** use of their “Construction Information Service”.
<http://www.thenbs.com/products/tcis/index.asp>
- d) **WRAP** (Waste & Resources Action)
http://www.wrap.org.uk/local_authorities/research_guidance/
- e) **Carbon Trust** (Carbon Trust Energy Technology List)
<http://www.eca.gov.uk/etl>

Sustainable Energy Sources

- **Grey Water Recycling/Rainwater Harvesting**
<http://www.greenspec.co.uk/rainwater-harvesting-costs.php>
- **Solar Thermal (hot water systems)**
<http://www.greenspec.co.uk/html/energy/solarcollectors.html>
- **Wind Turbine** <http://www.feed-in.co.uk/>
<http://www.greenspec.co.uk/small-wind-turbines.php>
- **Photovoltaics**
<http://www.greenspec.co.uk/html/product-pages/electrictiles.php>
- **Biomass Heating**
<http://www.greenspec.co.uk/html/energy/biomass.html>
<http://www.greenspec.co.uk/html/products/list752.html>
- **Biomass Combined Heat and Power (CHP)**
http://www.greenspec.co.uk/html/energy/micro_chp.html
- **Ground Sourced Heating & Cooling**
<http://www.greenspec.co.uk/html/energy/GSHP.html>

Examples of Green Materials and Technologies incorporated into recent Council Projects

Laird Foundation 2006

- high thermal properties and U-values
- intelligent lighting system (Thorlux Lighting)
- solar thermal for hot water (SolarTwin, <http://www.solartwin.com/aboutcontact-us/contact-us>, Solar Twin Ltd, 50 Watergate Street, Chester, CH1 2LA, UK)
- wind turbine (Proven Energy, <http://www.provenenergy.co.uk/> Wardhead Park, Stewarton, Ayrshire, KA3 5LH, Scotland)
- radiant heating to maximise efficiency
- eco-warrior monitoring system (BMS) (Sotaew, <http://www.sotaew.co.uk/> State Of The Art The Poplars, Barnston Road, Thingwall, Wirral, CH61 7XW)

Town Lane School 2006

- high thermal properties and U-values
- recycled aggregates used
- intelligent lighting system
- solar thermal for hot water
- consequential improvements made (105 of building contract sum)

Dale Farm 2007

- high thermal properties and U-values
- wood burning stove (carbon neutral) for heating installed
- intelligent lighting system
- solar thermal for hot water

APPENDIX 1 – GREEN SPECIFICATION AND RENEWABLE ENERGY GENERATION BY COUNCIL

Stanton Road School 2009

- high thermal properties and U-values
- intelligent lighting system
- solar thermal for hot water
- recycled aggregates used
- passive ventilation system to reduce mechanical
- sun glass used to reduce solar gain and diminish cooling requirement (Pilkington 'Suncool' glazing <http://www.pilkington.com/europe/uk+and+ireland/english/products/bp/bybenefit/solar/control/suncool/default.htm> Alexandra Business Park Prescott Road St Helens Merseyside WA10 3TT)
- heat recovery system installed (Vectaire, <http://vectaire.co.uk/> Vectaire Ltd, Lincoln Road, Cressex Business Park, High Wycombe, Bucks, HP12 3RH)
- consequential improvements made (105 of building contract sum)

Pensby New Primary 2011

- high thermal properties and U-values
- biomass boiler
- sun glass used to reduce solar gain and diminish cooling requirement
- rainwater harvesting (Wavin Rainwater 'Aqua' Attenuation http://intesio-uk.wavin.com/master/master.jsp?FOLDER%3C%3Efolder_id=2534374305510741&middleTemplateName=oc_middle_left_content Hazlehead, Crow Edge, Sheffield S36 4HG)
- intelligent lighting system
- passive ventilation system to reduce mechanical
- recycled aggregates used
- BMS system

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WIRRAL COUNCIL

CABINET – 25th NOVEMBER 2010

REPORT OF THE INTERIM DIRECTOR OF CORPORATE SERVICES

Local Growth White Paper – Realising every places potential

1. Executive Summary

1.1 This report outlines the key principles arising within the Coalition Governments White Paper on Local Growth. The paper sets out a new approach to local economic growth with new powers and governance arrangements. It acknowledges that not everywhere will be an 'economic powerhouse' and that the role of Government is to create conditions for growth rather than drive growth itself. Members are asked to note the key issues arising for Wirral from the paper and agree the next steps outlined within the report for developing projects that meet the criteria of the Regional Growth Fund (RGF).

2. Background

2.1 The White Paper "Local Growth – Realising every places potential" is the Coalitions Governments high level strategy for rebalancing the economy. It is driven by the ambition for economic growth and sets out greater incentives for local growth to change the way that Central Government supports and maintains economic growth across the country.

2.2 The Government recognizes that it can't create private sector growth but it can create the conditions that enables UK businesses to be successful. The Government will ensure that businesses have an environment that enables them to compete and invest and provide economically important infrastructure and services that supports competitive advantage. Within the white paper, the Government sets out to:

- Tackle barriers and bottlenecks that inhibits growth
- Reforming the planning system
- Encouraging a healthy competitive regime
- Ensuring tax and regulatory frameworks are stable and designed to facilitate and encourage investment, engaging internationally to promote stability and ensure that UK businesses can thrive in international markets, increasing our skills base so that more people have intermediate and higher level skills
- And invest where it makes sense to do so eg high quality transport links essential to underpinning a successful economy

- Strengthening leadership through setting up mayors in the 12 largest English Cities (Referendums to be held in May 2012)
- Introducing Tax Increment Finance (TIF) Powers

3. Local Enterprise Partnerships

- 3.1 The paper highlights that the Governments will not define LEPs, which are the new partnerships between councils and businesses over sub-regions. There will be no legislation as they are different across the country. But LEPs may need a “legal personality or a specified accountable body in some circumstances, such as if it wished to own assets or contract to deliver certain functions”. This is most likely to be a limited company, but the “constitution and legal status of each partnership will be a matter for the partners, informed by the activities that they wish to pursue.”
- 3.2 Government will “normally” expect to see business representatives form half the LEP board, “with a prominent business leader in the chair”. But directly-elected mayors could also chair the boards.
- 3.3 The white papers sets out the role of LEP’s to:
- Work with Government to set out key investment priorities, including transport infrastructure and supporting or coordinating project delivery
 - coordinate proposals or bidding directly for the Regional Growth Fund
 - support high growth businesses, for example through involvement in bringing together and supporting consortia to run new growth hubs
 - make representation on the development of national planning policy and ensuring business is involved in the development and consideration of strategic planning applications
 - lead changes in how businesses are regulated locally
 - strategic housing delivery, including pooling and aligning funding streams to support this
 - work with local employers, Jobcentre Plus and learning providers to help local workless people into jobs
 - coordinate approaches to leveraging funding from the private sector
 - explore opportunities for developing financial and non-financial incentives on renewable energy projects and Green Deal
 - become involved in delivery of other national priorities such as digital infrastructure.
- 3.4 The government will encourage LEPs to work together where it would result in the “more efficient use of resources and secure a better outcome

than operating in isolation” LEPs will fund their “own day to day running costs” and should aim to lever in private investment.

- 3.5 LEPs will not receive preferential treatment in bids to the £1.4bn Regional Growth Fund – LEPs “therefore may benefit from joining up with other local partners to submit joint bids, or with neighbouring enterprise partnerships, to present co-ordinated bids”
- 3.6 Councils can pool schemes such as New Homes Bonus and possibly the Business Increase Bonus across LEP to “maximise potential benefits”

Policy Implications

- 3.8 The Liverpool City Region LEP received approval from Government at the time of the release of the White Paper. LCR partners now need to establish the LEP formally and agree operating arrangements.
- 3.9 The LCR have established ways of working and the introduction of the LEP should allow more effective working arrangements in respect of the Economy, Housing and Transport. However, there are a number of operational issues to address as a matter of urgency and LCR partners will need to decide on some of the issues arising from the paper, namely LEP supporting structures and key priorities set around economic issues.

RDA Functions

3.10 Only the “largest” LEPs will be able to “play a strong role” in RDA certain functions that the government considers to be of a national importance. These are innovation, inward investment and international trade. However, it says the new delivery function for national functions, to be set up by UKTI, will be flexible and will “take account of evolving capabilities and priorities of different LEPs”^{3.11} However, LEPs can take on responsibility for low carbon; business advice; tourism; skills and regeneration (working with Homes & Communities Agency). Housing and Transport also feature within the guidance

Policy Implications

- 3.12 The winding up of the RDA’s by 31st March 2012 has the following impact on Wirral:
- 3.13 Removal of General Business Investment (GBI) programme which will not be replaced – this technically removes any financial support for businesses to support investment projects. Merseyside has assisted area status which effectively means the ability to contribute more public support to private sector investment projects to address market failure and

financial viability which is more acute in Merseyside than anywhere else in the North West.

- 3.14 There are a number of issues to be addressed by LEP's as indicated, including how it interfaces with national bodies, such as the UKTI, will be developed.

European Funds

- 3.15 The government are still working on new delivery structures to replace RDAs and will encourage alignment of RGF with ERDF, "where the aims of bids are eligible for support from both funds". A new delivery structure to be announced at Budget 2011, but will be based on principles of increasing local voice in decisions and boosting private sector investment.

Policy Implications

- 3.16 Merseyside still receives a significant amount of ERDF resources, and much of this will need to be aligned with LEP resources over the next 24-36 months until the end of the programme. There may be a requirement for lobbying on the arrangements post Budget 2011 to reflect Merseyside status as a transition region.

RDA Assets & Liabilities

- 3.17 There is no clear way forward on the management of RDA assets. Assets are to be divided between DCLG and BIS. BIS will take on the "disposal" of business and technology related assets and DCLG taking on the "disposal" of land and property. The key principles of disposing RDA assets and liabilities will be:
- assets will be disposed of together with the associated liabilities wherever possible;
 - the aim will be to achieve the best possible outcome for the region consistent with achieving value for the public purse
 - the existing statutory framework governing RDAs remains in place and will continue until new legislation comes into force. In practice, this will mean that disposal decisions will continue to reflect the RDAs statutory purposes particularly the need to further the economic development and regeneration within the relevant area
 - in considering the candidates taking over the asset or liability, the planned new
 - owner must be capable of ensuring the asset will prosper within its custody or that any liabilities will be properly handled

- local demands and ambitions are met, so far as possible, by the proposed approach to disposal/transfer;
- that a reasonable balance is reached as part of disposal/transfer between national deficit reduction, national policy aims and local ambitions/opportunity;
- that an appropriate balance is struck between the purpose behind an assets purchase and the views of localities on best use; and
- that an appropriate balance between capacity, risk and the Governments commitment to localism is ensured.

Policy Implications

- 3.18 Wirral supports a North West proposal for the management of RDA assets in that they will be managed by the HCA in the short term with a longer strategy of transferring the assets to LA's or LEPS. The main issue is to ensure that a 'firesale' is avoided.

Existing RDA contracts

- 3.19 Will be managed down and RDAs will be expected to exit from projects "unless doing so will offer poor value for money or would impact upon key flagship projects which might be continued by local authorities, LEPS or other successor bodies". It is expected that RDAs will look to exit from contractual commitments by exercising break clauses or through renegotiation. In all instances, it is expected that RDA's will ensure that delivery partners and contractors are involved in any discussions from the outset.

Policy Implications

- 3.20 One of the Wirral contracts that has been fundamentally affected by this approach from the NWDA is the Intensive Start Up Support (ISUS) which has seen an overall reduction of the programme funding. The programme is expected to run until 31st March 2012, but the level of during for 2011/12 is yet to be confirmed.

4. Regional Growth Fund (RGF)

- Minimum bid set at £1m but smaller projects can be brought together into a strategic package
- Public sector only bids NOT accepted
- Three bidding rounds – first round to close on January 21. Conditional offers resulting from successful RGF bids will be announced in April 2011.

- 4.1 Bids can be for projects, programmes, or project packages with the key criteria: sustainable private sector growth; rebalancing the economy; additionality (ie- would not go ahead without RGF support); value for money; state aid compliance
- 4.2 An Independent Advisory Panel is to seek a balance between twin objectives of stimulating enterprise in areas with significant potential for economic growth and supporting those struggling areas that are overly dependent on the public sector.
- 4.3 All areas of England are eligible to bid “although some parts of the country, particularly where there is currently high employment, low-levels of deprivation and a vibrant private sector, may struggle to demonstrate how they meet the second objective of the Fund” (ie- that they are struggling)
- 4.4 RGF will be aligned with ERDF as much as possible and will look for “synergies” with the Business Growth Fund to be established by Business Finance Taskforce
- 4.5 The leverage of private sector funding against RGF will be key criterion for successful bids
- 4.6 Not prescriptive on type of projects that can bid but mentions investment “where we have a comparative advantage “and infrastructure provision to remove barriers to private sector-led economic growth - “This might include part funding research and development, training or productivity-boosting technology”.
- 4.7 Infrastructure provision “might include interventions to improve housing supply; services such as energy and transport; or land remediation and improvements to the physical environment, where it can be demonstrated that these would unlock specific business investments that lead to sustainable employment.”
- 4.8 RGF will be managed as a challenge fund with no ring-fencing and no preferential status to any type of bidder. There is clearly a debate going on within Government about whether schemes should be capital or revenue in nature. Guidance indicates a favour for infrastructure job creation projects, hence the line in the guidance about the ability to ‘change resource allocations into capital’. There is no doubt however, that revenue projects will be considered, especially where there are direct private sector jobs associated.

Policy Implications

- 4.9 RGF presents the biggest single opportunity for all LA's in England to support economic growth and innovation. Wirral is progressing a number of key projects to assess them for readiness for Round One. Only bids which are submitted in partnership with the private sector will be considered. Government guidance has indicated that housing and transport projects will be considered for RGF, but most focus will be the activity that creates jobs.

5. Other Funding Mechanisms

- 5.1 The paper sets out a number of new funding mechanisms in addition to the Regional Growth Fund.

Business Rates

- 5.2 The Government will bring forward proposals to enable councils to offer local discounts on business rates. Local authorities that host renewable energy projects will be able to keep the business rates that they generate.
- 5.3 The government to consider a more "radical options" to enable councils to retain locally raised business rates in local government finance review – it says this would go further than proposed Business Increase Bonus, which would operate in similar way to New Homes Bonus. Proposals will be launched in the local government resource review in January. Options to balance the unevenness in business rates yield in different areas across the country will also be considered, such as a London-pool that could be used to redistribute business rates from high yield areas to lower yield areas

Policy Implications

- 5.4 The Local Authority Resource review will set any proposals out in more detail but care needs to be taken as Wirral's business base does not offer a high yield and details of the proposals are critical for understanding how this could work in Wirral.

Tax Increment Financing

- 5.5 The Government will introduce Tax Increment Financing, which will require legislation. TIF to be introduced through a bid-based process, with lessons from "a set of initial projects" (ie- pilots) that will "inform future use of the power". There will be more details in the Local Government Resource review in January.

Policy Implications

- 5.6 New models of funding strategic projects that promote economic growth are critical to the success of Wirral's Investment Strategy. JESSICA and TIF will become increasingly important and it essential that Wirral continues to develop the skills to implement and use the new models in line with the Councils priorities set out within the Investment Strategy.

Planning

- 5.7 The paper confirms pre-announced planning reforms, including presumption in favour of sustainable development, community right-to-build, and a streamlined national planning framework. The creation of neighbourhood plans will give local communities greater flexibility from the Local Authority plan.
- 5.8 New statutory duty to cooperate on councils, public bodies, and private bodies that are critical to plan-making, such as infrastructure providers (ie- Network rail).

Policy Implications

- 5.9 Wirral welcomes the review and awaits the detail.

New Homes Bonus

- 5.10 Will match fund the additional council tax for each new home and property "brought back into use" (NB – note the phrasing, this means refurbished homes can also qualify, it seems, which is key for regeneration areas) – for six years after home is built. This will start in 2011/12 with a consultation published shortly.

Policy Implications

- 5.11 Wirral welcomes the New Homes Bonus as it could provide some key support to the principles of the Investment Strategy and will respond to the consultation.

6. Wirral Projects

- 6.1 Officers are working on a number of key projects to respond to the Regional Growth Fund opportunity. These are being developed in time for the 21st January submission date.
- 6.2 These projects are being developed in partnership with the Private Sector. Officers are looking at proposals to support several key manufacturing operations, supporting economic growth through developing key supply chains, promoting sustainable energy projects and low carbon economy activity.
- 6.3 Officers are seeking to develop a replacement programme for General Business Investment (GBI) to offer key financial support to big investments in Wirral utilizing the boroughs assisted area status, but only where employment growth is demonstrated.
- 6.4 The Merseyside Urban Development Fund, which utilises ERDF and is to be managed by the IGLOO consortia will apply for RGF resources to complement the ERDF in offering development finance to support investment activity across Merseyside.
- 6.5 Other potential projects include innovation support, training facilities linked to private sector opportunity. Business Support is also a key facet within the development of Wirral projects, including proposals for the continuation of a business start programme.
- 6.6 Wirral Officers are leading the development of a prospective HMRI replacement programme primarily focusing on finishing off the activity that has been started along with partner Authorities from the New Heartland pathfinder. Future reports will be brought back to Cabinet on this matter.
- 6.7 Update reports will be brought back to Cabinet in December and January.

7. Financial implications

- 7.1 RGF presents the biggest single opportunity for all LA's in England to support economic growth and innovation. Wirral needs to have viable projects worked up in partnership with the Private Sector to maximise the investment of RGF in the Borough. Additionally, Wirral needs to ensure that it has the skills and the tools to develop new funding models for regeneration in line with the policy guidance within the white paper. It is critical that Officers work quickly to understand the new models and maximise the potential to use them in Wirral.

8. Staffing implications

- 8.1 Regional Growth Fund could provide opportunities for the continuation of some key externally funded activities, namely HMRI, albeit within a reduced capacity.

9. Equal Opportunities/Equality Impact Assessment (EIA)

- 9.1 Any new programmes of activity arising from the white paper policy development will need to be subject to an EIA.

10. Community Safety implications

- 10.1 None are a direct result of this report.

11. Local Agenda 21 implications

- 11.1 None as a direct result of this report.

12. Planning implications

- 12.1 There are no direct planning implications arising from this report.

13. Anti-poverty implications

- 13.1 All of the activities outlined will help to reduce poverty and deprivation.

14. Human Rights implications

- 14.1 There are no implications arising directly from this report.

15. Social Inclusion implications

- 15.1 The approach outlined helps to promote social inclusion.

16. Local Member Support implications

- 16.1. There are no implications arising directly from this report.

17. Background Papers

- 17.1 Copies of the white paper can be found on the Department for Business Innovation and Skills website or copies and other background papers can be obtained by contacting Alan Evans on 0151 691 8426.

Recommendations

Cabinet are asked to:

- i.) Note the contents of the White Paper and the policy implications for Wirral that are detailed within the report;
- ii.) Authorise Officers to continue to develop the projects set out within Section 6 with update reports to be brought to members in December and January Cabinet meetings.

Kevin Adderley
Interim Director of Corporate Services

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WIRRAL COUNCIL

CABINET – 25 NOVEMBER 2010

REPORT OF THE DIRECTOR OF LAW, HR AND ASSET MANAGEMENT

LAND AT WOODSIDE, BIRKENHEAD

1. EXECUTIVE SUMMARY

- 1.1 This report advises Cabinet of the position with regard to proposals for the regeneration of land at Woodside.
- 1.2 Cabinet is requested to approve, in principle, Peel Properties leading in respect of the development of the Woodside area. Cabinet is also requested to authorise negotiations of provisional Heads of Terms for a Joint Venture with Peel Properties; the terms to be reported back to a future Cabinet meeting for consideration.

2. Background

- 2.1. The Woodside area is a prime regeneration opportunity for the Borough. It has been the subject of a study, commissioned by the Council in 2004, which was completed in October 2005. Since the take over of the Mersey Docks Company by the Peel Group, the private sector has taken the lead on refreshing this study.
- 2.2. A Peel Group company, Peel Properties, has taken the study to a point where it wishes to clarify the roles of the various landowners in the area, before progressing further with the Master Planning exercise.
- 2.3 The Council's land ownership in the vicinity is split into a number of areas. It principally comprises the former floating roadway area, which is now a hard landscaped area of open space; the pay and display car park near Great Western House; and the piazza and traffic circulation area in front of the Ferry Terminal. The latter area has substantial parts adopted for highway purposes, including the bus terminal. Finally, there are various areas of circulation/promenading space, which are mostly adopted highway. The Council's ownership is shown by hatching on the attached plan. The main areas total 2.82 acres.

3. Present Position

- 3.1 Discussions have been held with Peel Properties to establish a way forward. The Company's proposal is that it continues its role as lead developer, and will procure development of the area sequentially, as the opportunity arises. A development framework agreement would be put in place whereby individual landowners will obtain full development value.

- 3.2 The principle of agreeing to Peel Properties as being the lead developer is felt to have merit. It would enable a 'holistic' approach to be taken to the whole area, rather than various owners trying to progress individual sites on a piecemeal basis. However, any such arrangements would have to satisfy European Procurement rules.
- 3.3 Prior to incurring further expenditure, Peel Properties has requested that Cabinet approve, in principle, the proposed arrangement.
- 3.4 Accordingly, Cabinet is requested to approve, in principle, Peel Properties leading in respect of the development of the Woodside area; and to authorise negotiations of provisional Heads of Terms for a Joint Venture with Peel Properties. Following negotiations with Peel Properties, the provisional Heads of Terms will be reported back to a future Cabinet meeting for consideration.
- 3.5 The Council would not be committed prior to completion of the formal agreement and would be free to withdraw from negotiations at any stage prior to that.

4.0 Financial implications

- 4.1 Detailed valuations of the Council's landholdings have not been carried out at this stage, but will be included in the report back to Cabinet.

5.0 Staffing implications

- 5.1 None arising directly from this report.

6.0 Equal Opportunities implications/Health Impact Assessment

- 6.1 None arising directly from this report.

7.0 Community Safety implications

- 7.1 None arising directly from this report.

8.0 Local Agenda 21 implications

- 8.1 None arising directly from this report.

9.0 Planning implications

- 9.1 Cabinet resolved that the Woodside Masterplan be approved as a basis for informing the preparation of the emerging Local Development Framework for Wirral in August 2005 (Cabinet, 3 August 2005, Minute 124 refers).

- 9.2 Work has since commenced on preparing the Local Development Framework for Wirral, and Council recently approved for public consultation the Draft Core Strategy Preferred Options Report. (Council, 18 October 2010, Minute 36 refers). Public consultation commenced on 15 November, ending on 7 January 2011.
- 9.3 The Draft Core Strategy Preferred Options Report seeks to promote Woodside as a modern high-density, mixed-use, commercial location that will, over the longer term, deliver the physical and economic transformation of the wider area.
- 9.4 In the meantime, the Council's Unitary Development Plan (UDP), saved by direction of the Secretary of State in September 2007, is the relevant Development Plan for the area.
- 9.5 Urban Regeneration is a consistent theme throughout the UDP and Masterplan and the emerging Core Strategy broadly supports these objectives. The Woodside area itself is designated as a mixture of Primarily Commercial and Primarily Industrial areas in UDP. The Rosebrae site is allocated in the UDP for Housing Development. The Hamilton Square Conservation area takes in the immediate area around the Woodside gyratory.

10.0 Anti-poverty implications

- 10.1 None arising directly from this report.

11.0 Human Rights implications

- 11.1 None arising directly from this report.

12.0 Social Inclusion implications

- 12.1 None arising directly from this report.

13.0 Local Member Support implications

- 13.1 The site is in the Birkenhead and Tranmere Ward.

14.0 Background Papers

- 14.1 Woodside Study by BDP 2007.

15.0 RECOMMENDATIONS

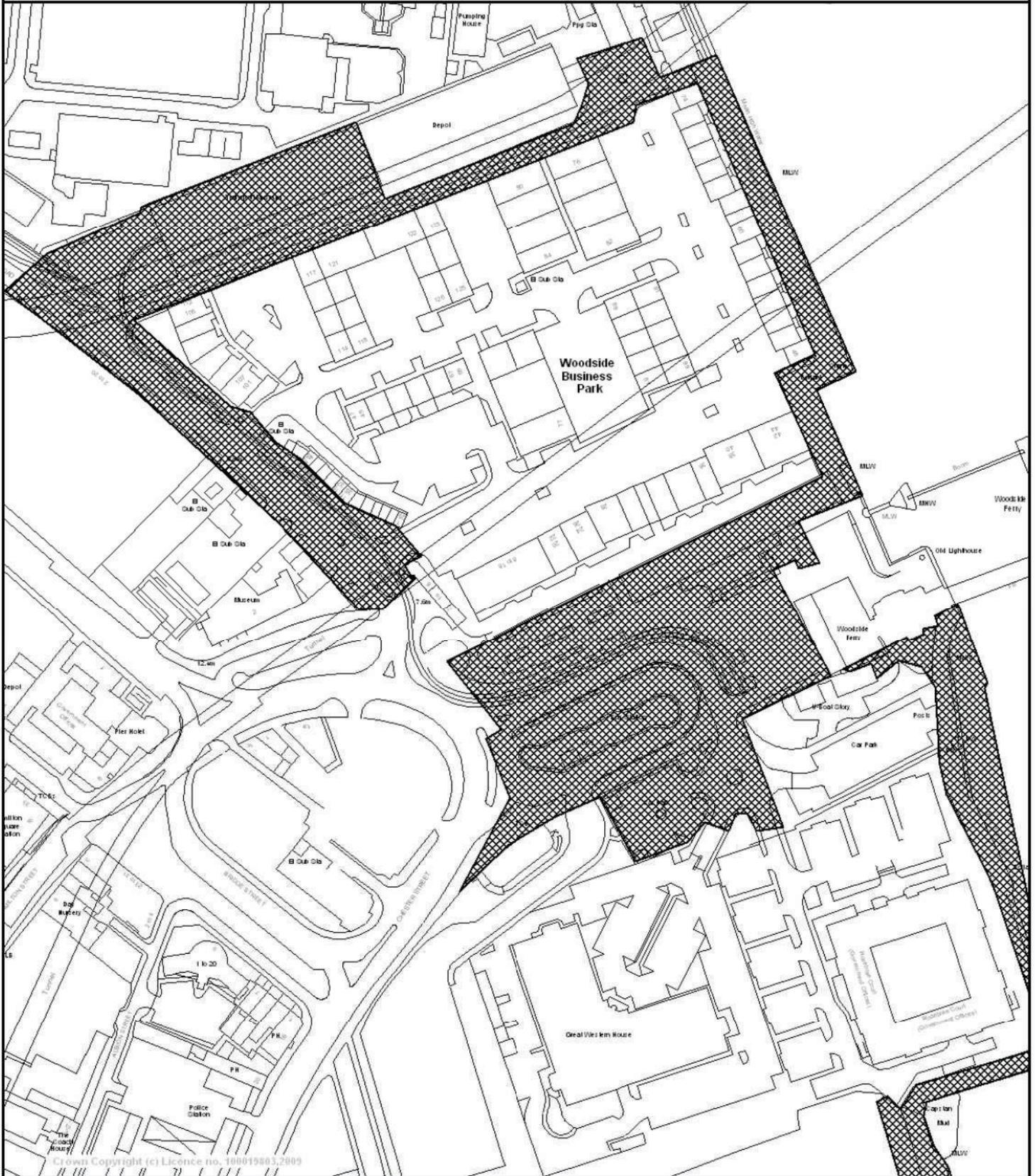
- 15.1 That Cabinet approves, in principle, Peel Properties leading in respect of the development of the Woodside area.
- 15.2 That authority be granted for the Director of Law, HR and Asset Management to negotiate provisional Heads of Terms for a Joint

Venture with Peel Properties; the terms to be reported back to a future Cabinet meeting for consideration.

Bill Norman

Director of Law, HR and Asset Management

Council Ownership, Woodside, Birkenhead



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Asset Management Section, Dept. of Law, HR and Asset Management, Town Hall, Brighton Street, Wallasey, CH44 8ED
Tel:0151 691 8413 , Fax:0151 691 8427



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WIRRAL COUNCIL

CABINET – 25 NOVEMBER 2010

REPORT OF THE INTERIM DIRECTOR OF CORPORATE SERVICES

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL – ANNUAL MONITORING REPORT 2009/10

EXECUTIVE SUMMARY

- 1.1 Section 35 of the Planning and Compulsory Purchase Act 2004 requires the Council to submit an Annual Monitoring Report to the Secretary of State by 31 December each year. The Report must cover progress on the Council's Local Development Framework over the preceding period from 1 April to 31 March.
- 1.2 There is no requirement for public consultation on the content of the Annual Monitoring Report but copies of the Report must be made available for public inspection on the Council's website.
- 1.3 The report recommends that the draft Annual Monitoring Report for 2009/10, attached to this report, is agreed for submission to the Secretary of State and is placed on the Council's website for public inspection.

2 Background

- 2.1 Section 35 of the Planning and Compulsory Purchase Act 2004 requires every local planning authority in the country to make an annual report to the Secretary of State.
- 2.2 The Council's Annual Monitoring Report must be prepared for the twelve month period ending on 31 March each year and must be submitted to the Secretary of State by the 31 December following. There is no requirement for public consultation on the content of the annual report.
- 2.3 The Annual Monitoring Report must report on the progress made in implementing the Local Development Scheme and must report on the extent to which the policies set out in individual Local Development Documents are being achieved. In particular it must:
 - record the stage that each Local Development Document has reached against the key milestones set out in the approved Local Development Scheme;
 - provide a statement of the reasons for any delay in the preparation of an individual Document and outline the steps that will be taken to prepare the document in the future;
 - monitor actual performance against any annual number or other number set out in a policy within the Regional Spatial Strategy or a Development Plan Document, from the date the policy was adopted or approved, particularly for housing; and
 - identify any policy that the Council is not implementing, alongside the reasons for not implementing it, together with the steps that the Council will take to amend or replace the policy.

- 2.4 Annual Monitoring Reports must also provide a list of local development orders, made under Section 61A of Town and Country Planning Act 1990 as amended, setting out the reason for the order, its actual effects, and a record of any revocations.
- 2.5 The Council is required to make the Annual Monitoring Report available for public inspection on the Council's website as soon as reasonably practicable after the Report has been formally submitted to the Secretary of State.

3 Draft Annual Monitoring Report

- 3.1 The draft Annual Monitoring Report for Wirral for 2009/10 is attached to this report.
- 3.2 The Annual Monitoring Report records the Borough's performance against national Core Output Indicators for business development and town centres, housing, environmental quality, minerals and waste and sets out the Council's progress on the production of Local Development Documents.
- 3.3 This year's Annual Monitoring Report has, however, been prepared in a context of significant uncertainty. The Secretary of State has announced the intention to rapidly abolish Regional Strategies and to replace the list of data that local government is expected to provide.
- 3.4 In the absence of additional advice, the Regional Spatial Strategy has been retained for indicators to 31 March 2010, alongside the national Output Indicators last published in July 2008. Other indicators have also been retained to maintain the format of the information provided in previous Annual Monitoring Reports.
- 3.5 In terms of the findings of this year's Annual Monitoring Report, a number of indicators now fully reflect the scale and local impact of the national recession.
- 3.6 Gross housing completions in 2009/10 were 60% below the market peak in 2007/08. While the net figure for 2007/08 was 564, the net figure for 2009/10 was 200, well below the annual average target of 500 net additional dwellings set out in the Regional Spatial Strategy and the target for the delivery of the Mersey Heartlands Growth Point of 600 net additional dwellings and was primarily maintained by publicly supported projects.
- 3.7 The amount of completed employment floorspace was over 90% lower than in 2008/09 (AMR Table 4.15 refers). While the amount of completed retail floorspace had more than doubled since 2008/09, this was still well below the amount completed in 2007/08 (AMR, Table 4.18 refers).
- 3.8 While the delivery of new homes has stalled in response to market conditions, the supply of land with planning permission and other deliverable sites is still significant, with planning permissions existing for over 3,400 units at March 2010 (AMR, Appendix 2 refers) and additional sites with a remaining capacity of up to 2,200 units identified from the first five years of the Council's Strategic Housing Land Availability Assessment (Cabinet 2 September 2010, Minute 121 and AMR, Table 4.23 refer).
- 3.9 Progress on the preparation of the Core Strategy for Wirral was reported to Cabinet in July and September 2010 (Minutes 89 and 143 refer). Consultation on the Preferred Options for the Core Strategy is currently underway with comments to be submitted by 7 January 2011. The target date for the adoption of the final Core Strategy is now expected to be February 2012.

- 3.10 The preparation of a site-specific Site Allocations Development Plan Document will follow the completion of the Core Strategy with a target date for adoption in February 2014.
- 3.11 Consultation on the Preferred Options for the Joint Waste Development Plan Document being prepared by the Merseyside Environmental Advisory Service on behalf of the Merseyside Districts and Halton took place in May 2010. The need for additional consultation, to reflect further adjustments to the list of sites to be included in Halton, Liverpool, Sefton and St Helens, will be reported to Cabinet on 9 December 2010. The target date for the adoption of the final document is now expected to be October 2012.

4 Financial Implications

- 4.1 There are no financial implications arising directly from this report.

5 Staffing Implications

- 5.1 There are no staffing implications arising directly from this report.

6 Equal Opportunities Implications

- 6.1 There are no implications for equal opportunities arising directly from this report. The Annual Monitoring Report does, however, include information on indicators relating to life expectancy, health, educational attainment and gypsies and travellers.

7 Community Safety Implications

- 7.1 There are no community safety implications arising from this report. The Annual Monitoring Report does, however, include information on indicators relating to housing conditions, crime rates and flooding.

8 Local Agenda 21 Implications

- 8.1 There are no Local Agenda 21 implications arising from this report. The Annual Monitoring Report does, however, include information on indicators relating to travel patterns, environmental quality, energy and waste management.

9 Planning Implications

- 9.1 The findings of the AMR are capable of being a material consideration in the determination of individual planning applications.

10 Anti-Poverty Implications

- 10.1 There are no anti-poverty implications arising directly from this report. The Annual Monitoring Report does, however, include information on indicators relating to jobs, affordable housing, economic activity, household income, gross weekly pay and key benefits.

11 Human Right Implications

- 11.1 There are no human rights implications arising from this report.

12 Social Inclusion Implications

- 12.1 There are no social inclusion implications arising directly from this report. The Annual Monitoring Report does, however, include information on a wide range of indicators relating to social, economic and environmental needs and disparities.

13 Local Member Support Implications

- 13.1 This report has no Ward-specific Member implications.

14 Background Papers

- 14.1 Planning and Compulsory Purchase Act 2004 can be viewed at www.opsi.gov.uk/acts/acts2004/20040005.htm
- 14.2 Town and Country Planning (Local Development)(England) Regulations 2004 (SI 2004, No.2204) can be viewed at www.opsi.gov.uk/si/si2004/20042204.htm
- 14.3 Planning Policy Statement 12: Local Spatial Planning (CLG, 2008) can be viewed at <http://www.communities.gov.uk/documents/planningandbuilding/pdf/pps12lsp.pdf>
- 14.4 Local Development Framework Monitoring: A Good Practice Guide (ODPM, 2005) can be viewed at <http://www.communities.gov.uk/documents/planningandbuilding/pdf/147438.pdf>
- 14.5 Regional Spatial Strategy and Local Development Framework Core Output Indicators (Update 2/2008) (CLG, July 2008) can be viewed at <http://www.communities.gov.uk/documents/planningandbuilding/pdf/coreoutputindicators2.pdf>
- 14.6 Cabinet 14 January 2010 - Local Development Framework for Wirral – Approval of Amended Local Development Scheme can be viewed at <http://democracy.wirral.gov.uk/mgConvert2PDF.aspx?ID=11379>
- 14.7 Cabinet 22 July 2010 – Local Development Framework for Wirral – Core Strategy Development Plan Document – Preferred Options Report can be viewed at <http://democracy.wirral.gov.uk/mgConvert2PDF.aspx?ID=14499>
- 14.8 Cabinet 2 September 2010 – Local Development Framework for Wirral - Strategic Housing Land Availability Assessment can be viewed at <http://democracy.wirral.gov.uk/mgConvert2PDF.aspx?ID=14911>
- 14.9 Cabinet 23 September 2010 – Local Development Framework for Wirral – Core Strategy Development Plan Document – Public Consultation on Preferred Options can be viewed at <http://democracy.wirral.gov.uk/mgConvert2PDF.aspx?ID=15338>

RECOMMENDATION

That the Local Development Framework Annual Monitoring Report for 2009/10, attached to this report, is approved for formal submission to the Secretary of State and is placed on the Council's website for public inspection.

K Adderley

Interim Director of Corporate Services

This report has been prepared by Laura Myles and Hannah Whitfield in the Forward Planning Section of Strategic Development who can be contacted on 691 8225.

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Local Development Framework for Wirral - Annual Monitoring Report 2010

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1 Executive Summary

1.1 The Annual Monitoring Report is a statutory document setting out progress on the delivery of the Council's Local Development Scheme and the extent to which the policies set out in Local Development Documents are being achieved.

1.2 This is the sixth Annual Monitoring Report for Wirral, covering the period of twelve months ending on 31 March 2010.

Context

1.3 Previous Annual Monitoring Reports have identified that the main challenges for Wirral were to promote economic revitalisation; tackle deprivation and inequality; progress urban regeneration; improve and maintain environmental standards, reduce dependence on the private car; improve public transport; minimise anti-social behaviour; and provide for more sustainable development. Public consultation has confirmed these issues as local priorities.

1.4 The main spatial priorities for the Borough have now been set out in a Preferred Options Report and in an accompanying Revised Spatial Portrait, prepared as part of the emerging Core Strategy Development Plan Document for the Borough. The Preferred Spatial Vision and Spatial Objectives for the Core Strategy are reproduced in Section 6 of this Annual Monitoring Report.

Monitoring Policy Implementation

1.5 For consistency, the format and indicators contained within earlier Annual Monitoring Reports have been retained wherever possible. The Secretary of State has, however, announced the intention to replace the list of data that local government is expected to provide from April 2011.

1.6 The recent global and national recession has continued to have a noticeable impact on a wide range of indicators.

Population

1.7 The Borough's population has continued to decline. The latest national mid-year estimate shows 308,500 residents in 2009, a reduction of 1,000 people since mid-2008. The greatest decline continues to be in people of working age.

Economy and Retail

1.8 Economic activity fell back to 72% in 2009 and the number of residents who were economically inactive increased by almost 16% to 53,500 people. 41,580 working age residents were claiming key benefits in February 2010 but the number of residents claiming Job Seekers Allowance decreased by almost 17% during the year to August 2010 from 10,353 to 8,641 people.

1.9 The amount of completed employment floorspace was over 90% lower than in 2008/09. The number of projects under construction has also markedly reduced.

1.10 The amount of completed new retail floorspace had more than doubled since 2008/09 but was still well below the amount completed in 2007/08. No new leisure floorspace was completed in 2009/10.

Housing

1.11 Gross housing completions have reduced from 599 units in 2008/09 to 340 in 2009/10. The number of demolitions reduced to 131.

1.12 The proportion of dwellings completed on previously developed land, nevertheless, continued to exceed the regional target of 80%; the proportion of dwellings completed within the Newheartlands Pathfinder remained at 35%; and the number of affordable housing completions increased to 73 units in 2009/10.

1.13 The majority of new dwellings continued to be within 30 minutes public transport time of essential services such as a doctor's surgery, school, retail centre or employment area but the proportion of new dwellings within 30 minutes public transport time of a hospital reduced to 70%.

1.14 By the end of 2009/10, an annual average of 603 net additional dwellings would have been needed to reach the Regional Spatial Strategy requirement of 9,000 new homes by 2021. Initial indications are that completions could continue to run below the level anticipated in the Regional Spatial Strategy until the market recovers.

1.15 The previous Government had revised the targets for housing delivery in the Local Area Agreement from 500 net additional dwellings to 265 in 2009/10 and 160 in 2010/11.

1.16 In July 2010, the Council resolved to reduce the annual average dwelling requirement to 250 net additional dwellings in the period until the Core Strategy Development Plan Document was adopted.

Environment and Resources

1.17 Twelve public open spaces have now obtained a Green Flag Award.

1.18 The Environment Agency submitted one objection to a planning application on water quality grounds and four objections to issues related to flooding. Of the three permissions granted, two were dealt with by planning conditions and one by the submission of a revised flood risk assessment.

1.19 The amount of waste sent to landfill has reduced by a third since 2004/05 and the amount composted or recycled has more than trebled, to 37% in 2009/10.

Monitoring Plan Preparation

1.20 Consultation on the Spatial Options for the Core Strategy Development Plan Document took place in January 2010 and consultation on the Preferred Options began in November 2010. The target date for the adoption of the Core Strategy is now February 2012.

1.21 The majority of the additional studies necessary to ensure that the Core Strategy will be founded on a robust evidence base are now complete. The Liverpool City Region Renewable Energy Capacity Study and a Liverpool City Region Overview Study are still to report. An additional Water Cycle Study will be commissioned towards the end of 2010.

1.22 A Site Allocations Development Plan Document will be prepared following the adoption of the Core Strategy, with a target for adoption of February 2014.

1.23 Consultation on the Preferred Options for the Joint Waste Development Plan Document for Merseyside and Halton took place in May 2010. Further consultation on new sites is expected to take place in early 2011. The target date for adoption is now October 2012.

Questions and Comments

1.24 Any questions and comments on the data or analysis provided in this Annual Monitoring Report should be directed to Laura Myles in the Corporate Services Department at Wallasey Town Hall, Brighton Street, Wallasey, Wirral CH44 8ED, who can be contacted on 0151 691 8225 or at lauramyles@wirral.gov.uk.

1.25 The Council is keen to identify ways to improve the range and quality of the information provided in its AMR and would encourage approaches to provide regular, up-to-date data sets for relevant indicators.

2 Introduction

Background

2.1 This document is the sixth Annual Monitoring Report for Wirral (AMR) prepared under Section 35 of the Planning and Compulsory Purchase Act 2004.

2.2 The AMR is a statutory document setting out progress on the delivery of the Council's Local Development Scheme and the extent to which the policies set out in Local Development Documents are being achieved.

2.3 This AMR principally covers the period of twelve months ending on 31 March 2010 but also includes more up-to-date information where this is available.

Contents

2.4 Section 3 of the AMR sets out the latest policy context within the area.

2.5 Section 4 of the AMR sets out the extent to which the policy priorities for the area are being achieved under the heading of monitoring policy implementation.

2.6 Section 5 of the AMR sets out progress on the delivery of the Council's Local Development Scheme under the heading of monitoring plan preparation.

2.7 Section 6 provides a summary of the spatial vision and spatial objectives which are now being included the emerging Core Strategy Development Plan Document for the Borough.

3 Policy Context

3.1 This section of the AMR seeks to set out the latest position with regard to existing Development Plans and other significant policy initiatives.

The Development Plan for Wirral

3.2 The statutory Development Plan for the Metropolitan Borough of Wirral comprised:

- the Regional Spatial Strategy for the North West, issued by the Secretary of State in September 2008⁽¹⁾; and
- the Unitary Development Plan for Wirral, adopted by the Council in February 2000⁽²⁾.

1 [the North West of England Plan Regional Spatial Strategy to 2021](#) (Government Office for the North West, September 2008)

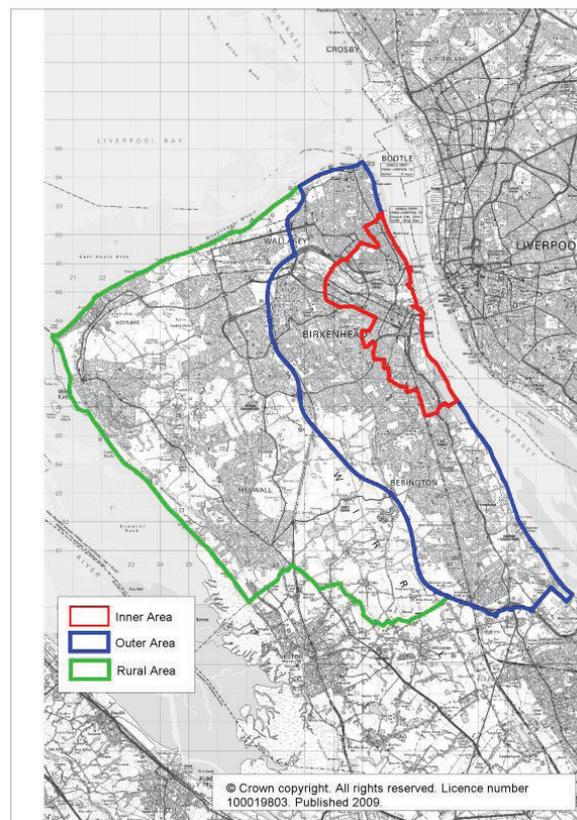
2 the UDP can be viewed on the Council's website at www.wirral.gov.uk

3.3 The new Coalition Government elected in May 2010 indicated the intention to rapidly abolish Regional Strategies and return decision making powers on housing and planning to local councils⁽³⁾.

3.4 The decision to revoke Regional Strategies announced by the Secretary of State in a Parliamentary Statement on 6 July 2010⁽⁴⁾ was successfully challenged in the High Court on 10 November 2010⁽⁵⁾. The abolition of Regional Strategies will now be taken forward in the proposed Localism Bill which is expected to begin its passage through Parliament during late 2010. In the meantime, the Government has made it clear that the letter of 27 May 2010 is intended to be a material consideration in future planning decisions⁽⁶⁾.

Regional Spatial Strategy

3.5 The Regional Spatial Strategy (RSS) divided Wirral into three spatial areas, which are illustrated on Picture 3.1 below:



Picture 3.1 RSS Areas

3 by [Letter dated 27 May 2010](#)

4 <http://www.communities.gov.uk/statements/corporate/regionalstrategies>

5 <http://www.bailii.org/ew/cases/EWHC/Admin/2010/2866.html>

6 <http://www.communities.gov.uk/statements/corporate/localismbillplanning>

3.6 The regional priorities for the sub-region were the Regional Centre of Liverpool and the surrounding Inner Areas. In Wirral, the key priorities included:

- **Inner Area** - to support major regeneration and population growth including housing market renewal at the heart of the urban area, to maximise economic potential and promote urban renaissance and social inclusion.
- **Outer Area** - to promote economic development, maximise employment potential, address worklessness, expand the quality and choice of housing and enhance the role of existing centres.
- **Rural Area** - to focus development on key service centres, address barriers to affordability, meet identified local needs and enhance the value of the rural environment.

3.7 These priorities will now need to be re-set as part of the emerging Local Development Framework, which will gradually replace the Unitary Development Plan.

3.8 A Partial Review of the Regional Spatial Strategy was being undertaken to make additional provision for Gypsies and Travellers, Travelling Showpeople and parking standards. Consultation on the Submitted Draft Policies was completed in October 2009. The examination in public was carried out in March 2010. The Partial Review was abandoned following the announcement that Regional Strategies were to be abolished and the Report of the Panel does not form any formal part of the planning system.

3.9 Work had also previously commenced on a new single Regional Strategy for the North West (RS2010) to replace the Regional Spatial Strategy. Initial consultation on Issues and Principles took place in February 2009. This work has now also been abandoned.

3.10 Instead, 4NW and Northwest Regional Development Agency published Future North West: Our Shared Priorities, to provide a high level non-statutory statement of strategic priorities over the next 20 years, to build on work originally undertaken to support the development of RS2010 and to deal with issues that cross local boundaries⁽⁷⁾.

Unitary Development Plan

3.11 The Unitary Development Plan for Wirral (UDP) is an old-style Development Plan. It provides for urban regeneration across the Borough, supported by a tight Green Belt, with priority given to regeneration within the older inner urban areas and the (former) outer Council estates.

7 Copies of the consultation documents can be viewed at <http://www.4nw.org.uk/whatwedo/?page=759>

3.12 The UDP will be progressively replaced by the new-style Development Plan Documents contained within the Council's emerging Local Development Framework. The programme for the preparation of Development Plan Documents is set out in Section 5 of this document.

3.13 A review of the policies set out in the UDP was undertaken during 2007. Appendix 1 lists the policies and proposals that are no longer in force, following the Direction issued by the Secretary of State in September 2007⁽⁸⁾.

Local Development Framework

3.14 The following new-style Local Development Documents have already been adopted and are now in force within the area:

Document	Date of adoption
Statement of Community Involvement	December 2006
SPD1 - Designing for Development by Mobile Phone Mast Operators	October 2006
SPD2 - Designing for Self-Contained Flat Development and Conversions	October 2006
SPD3 - Hot Food Takeaways, Restaurants, Cafes and Drinking Establishments	October 2006
SPD4 - Parking Standards	June 2007
Local Development Scheme (Third Review)	February 2010

Table 3.1 Adopted Documents

Liverpool City Region Structures

3.15 A new sub-regional structure has been established for the City Region, including a City Region Cabinet and a series of supporting policy boards. A Housing and Spatial Planning Board has been established to deal with spatial planning issues.

3.16 A City Region Development Programme, a City Region Employment Strategy and a City Region Housing Strategy have already been agreed to provide a consistent framework through which sub-regional priorities can be delivered.

3.17 An initial Multi-Area Agreement with central Government, agreed in September 2009, built on the strategic priorities set out in the City Region Development Programme under four "platforms" and an overarching "Story of Place".

3.18 Story of Place Priorities included:

- tackling worklessness and improving the quality of life of the most deprived people;
- improving the size and depth of the business base;
- equitably closing the wealth gap between the City Region and the rest of the UK;

8 The text of the UDP can be viewed at <http://www.wirral.gov.uk/udp> and the Proposals Maps can be viewed at <http://www.wirral.gov.uk/udpmaps/index.html>.

- significantly raising the skill level of the population;
- developing a sustainable, modern and efficient, digital, transport and energy infrastructure; and
- improving the quality, availability and affordability of the housing stock.

3.19 Employment and Skills Platform priorities include: stimulating employer demand; integrating employment and skills delivery; and securing a more strategic approach.

3.20 Economy Platform priorities include: promoting the visitor economy; Liverpool SuperPort; a low carbon economy; the Mersey Tidal Energy project; next generation distribution networks; and the knowledge economy.

3.21 Housing Platform priorities include: supporting growth and renewal; improving the quality of private sector housing; housing energy efficiency; landlord accreditation; and returning housing delivery to levels of mean average completions for 2003-2008 by the end of 2011/12.

3.22 Transport Platform priorities include: improving accessibility to employment and opportunities; improving the capacity and connectivity of the City Region network; reducing emissions; and addressing climate change.

3.23 The future status of the Multi-Area Agreement is now expected to be overtaken by the proposals for a Local Enterprise Partnership.

Local Enterprise Partnership

3.24 The opportunity for areas to develop a Local Enterprise Partnership (LEP) between local authorities and businesses to promote local economic development and take on some of the roles of the Regional Development Agencies was announced in a Government White Paper in October 2010⁽⁹⁾.

3.25 Proposals for a Liverpool City Region LEP, to include Halton, Sefton, Knowsley, Liverpool, St Helens and Wirral, were submitted in July 2010 and approved in October 2010. The City Region LEP will specifically consider matters related to economic regeneration, housing and transport, as well as support for the delivery of major projects and accelerating business development.

Wirral Sustainable Community Strategy

3.26 The Sustainable Community Strategy (SCS) prepared by the Wirral Partnership was adopted by the Council in May 2009⁽¹⁰⁾.

3.27 The SCS sets out how statutory agencies, the private sector and the community and voluntary sectors will work collectively to improve the quality of life within Wirral and identifies six strategic aims:

9 [Local Growth: Realising Every Place's Potential](#)
10 [Wirral 2025 – More Prosperous, More Equal](#)

- a strong local economy;
- safer, stronger communities in all parts of the Borough;
- the best possible health and well-being for all families and individuals;
- excellent life chances for children and young people;
- a high quality living and working environment;
- sustainable, affordable housing for all.

3.28 The SCS also expresses the intention to ensure that the increased prosperity resulting from a stronger local economy is accessible to all and the intention to narrow the gap between Wirral's most affluent and most deprived communities in terms of health, education and crime.

Wirral Local Area Agreement

3.29 The Local Area Agreement set out a three-year delivery plan for key elements of the SCS in the form of a contract between central Government and local partners.

3.30 The first Agreement for Wirral ran from 2008/09 to 2010/11 linked to delivery against a series of National Indicators related to: worklessness; skills; business start-ups; employment land and premises; crime and anti-social behaviour; traffic accidents; health; environmental cleanliness; recycling and waste minimisation; social care; homelessness; homes for vulnerable people and housing delivery.

3.31 Revised targets for housing delivery were agreed with the previous Government in response to the economic downturn, to reduce from 500 net additional dwellings in 2008/09 to 265 in 2009/10 and 160 in 2010/11.

3.32 The Secretary of State for Communities and Local Government announced the end of Local Area Agreements in October 2010.

Wirral Council Corporate Plan 2008-2011

3.33 The Council's Corporate Plan demonstrates how the Council will contribute to the delivery of the SCS and the Local Area Agreement, with the following local priorities:

- to create more jobs, achieve a prosperous economy and regenerate Wirral;
- to create a clean, pleasant, safe and sustainable environment;
- to improve health and well being for all, ensuring people who require support are full participants in mainstream society;
- to raise the aspirations of young people; and
- to create an excellent Council.

Wirral Investment Strategy

3.34 Consultation with more than 170 business representatives secured support for an Investment Strategy, which was initially published in March 2007. The first priority is to grow the local economy. Key targets include:

- raising productivity;
- increasing the number of higher value jobs in the Borough;
- encouraging innovation and enterprise;
- tackling disparities in skills and employment;
- developing and improving infrastructure;
- developing the future viability of existing employment space; and
- improving the availability of sites and premises for new investment.

3.35 The Investment Strategy is supported by a Full Employment Strategy; an Enterprise Strategy and an Employment and Investment Framework.

3.36 The Investment Strategy and its supporting documents are being revised and updated to reflect the new statutory duty to prepare an Economic Assessment for the Borough.

Interim Planning Policy for New Housing Development

3.37 The Council initially adopted an Interim Planning Policy for New Housing Development in December 2003 in response to Regional Planning Guidance for the North West (RPG13, March 2003). The Policy was revised in October 2005 to focus new housing development into identified regeneration priority areas, including the Newheartlands Housing Market Renewal Pathfinder⁽¹¹⁾.

3.38 The Interim Planning Policy was reviewed in March 2009, in response to the publication of the North West of England Plan and the findings of two planning appeals; and again in July 2010, following the proposal to revoke the Regional Spatial Strategy. The Interim Planning Policy will now remain unaltered until replaced by the emerging Core Strategy Development Plan Document.

Newheartlands Pathfinder

3.39 Newheartlands is a long term regeneration project to tackle the causes and symptoms of housing market failure, vacancy and decline at the heart of the Merseyside conurbation. In Wirral, the boundary designated by the Government in April 2002, includes parts of Bidston, Birkenhead, Liscard, Tranmere and Seacombe.

3.40 While the current programme of activity is funded to 2011, existing commitments could take the programme to at least 2014 and beyond. The availability of funding to achieve longer-term programme ambitions post-2011 is currently uncertain but announcements are expected towards the end of 2010.

11 The Interim Housing Policy can be viewed at <http://www.wirral.gov.uk/downloads/1807> and the area to which it applies at http://democracy.wirral.gov.uk/Data/Cabinet/2005-12/Agenda/ERCS051013REP4C_17940.jpg

Mersey Heartlands Growth Point

3.41 The Mersey Heartlands Growth Point was designated by the Government in December 2008 to deliver accelerated housing growth within the older urban areas of east Wirral. The boundary to the Growth Point is the same as for the Newheartlands Pathfinder.



Picture 3.2

3.42 The Programme of Development submitted to the Government in October 2008 shows the capacity to deliver up to 19,110 new dwellings (gross), with an annual average contribution of up to 400 dwellings, to raise the Borough's housing delivery to 600 net new dwellings each year between April 2008 and March 2017. A Growth Point Statement has now been produced as part of a jointly prepared Strategic Housing Land Availability Assessment for Liverpool and Wirral.

3.43 The Growth Point includes "Wirral Waters", which has the potential to deliver up to 27,000 new jobs and up to 25,000 new dwellings over a thirty year period. The Council sought to establish a Strategic Regeneration Framework for the emerging proposals, in partnership with Peel Holdings and commissioned an Integrated

Regeneration Study for Birkenhead and Wirral Waters to produce a single comprehensive spatial regeneration plan to inform the emerging Core Strategy Development Plan Document⁽¹²⁾.

3.44 Planning applications for up to 15,100 dwellings have now been approved by the Council at East Float subject to Section 106 Legal Agreements and notification to the Secretary of State.

4 Monitoring Policy Implementation

4.1 An fuller overview of the main characteristics of the Borough is now contained within the Revised Spatial Portrait for the emerging Core Strategy Development Plan Document, which will be subject to public consultation during November 2010⁽¹³⁾.

4.2 This section of the AMR, therefore, seeks to provide additional background information on the extent to which the policy priorities for the area are being achieved based on contextual information drawn from nationally published data sets and the Borough's performance against a series of national Core Output Indicators for Local Development Frameworks.

4.3 The latest national Core Output Indicators were published in July 2008. The future long term status of these Indicators is now uncertain following recent Government announcements of the intention to amend the list of data that local government is expected to provide from April 2011.

4.4 For consistency, the data provided in this section of the AMR has retained the format provided over previous years, wherever possible.

Population

4.5 Wirral's population has declined from 355,800 in 1971. The ONS Mid-Year Estimate for 2009 shows a further reduction to 308,500⁽¹⁴⁾.

4.6 The latest ONS 2008-based population projections expect Wirral's population to decrease to 303.7 by 2033:

People (Thousands)	2008	2013	2018	2023	2028	2033	% change 2009-2033
Wirral	308.5	305.8	305.0	305.2	304.6	303.7	-1.6%
Merseyside	1,350.2	1,350.1	1,353.8	1,360.5	1,367.4	1,372.1	+1.6%

Table 4.1 Population Projections

12 the study can now be viewed at <http://democracy.wirral.gov.uk/mgConvert2PDF.aspx?ID=13990> and at <http://democracy.wirral.gov.uk/mgConvert2PDF.aspx?ID=13991>

13 The documents can be viewed at <http://wirral-consult.limehouse.co.uk/portal>

14 Mid-Year Population Estimates 2009 (ONS 2010)

4.7 The latest CLG 2006-based household projections expect the number of households in Wirral to increase to 150,000 in 2031, the level previously expected to be reached by 2021. The more up-to-date 2008-based projections have not yet been published.

Households (Thousands)	2006	2011	2016	2021	2026	2031	% change 2006-2031
Wirral	136.0	139.0	142.0	145.0	148.0	150.0	14.0%
Merseyside	584.0	599.0	615.0	631.0	643.0	654.0	12.0%

Table 4.2 Household Projections

4.8 Table 4.3 demonstrates how Wirral's demographic structure has changed since 2002⁽¹⁵⁾.

Mid Year Population	Young People (0-15 years)	Working Age (males 16-64 & females 16-59)	Retired (males 65 & over & females 60 & over)
2009	58,900	180,600	69,000
2008	58,900	182,300	68,200
2007	59,452	183,307	67,396
2006	60,300	184,200	66,700
2005	56,800	198,500	57,700
2004	57,600	197,900	57,600
2003	58,400	197,900	57,500
2002	59,400	197,500	57,400

Table 4.3 Population Change

4.9 The majority of these changes are due to migration. Annual net out-migration is currently estimated at 800 people per year. Continued out-migration has led to a disproportionate loss of younger age groups and to an ageing population.

Social Context

4.10 Almost a third of the Wirral population lives in areas ranked as having some of the greatest social, economic and environmental needs⁽¹⁶⁾. These localities score poorly across the full range of indicators for income; employment; health and disability; education, skills and training; living environment; and crime and disorder. Picture 4.1 demonstrates the spatial distribution of need.

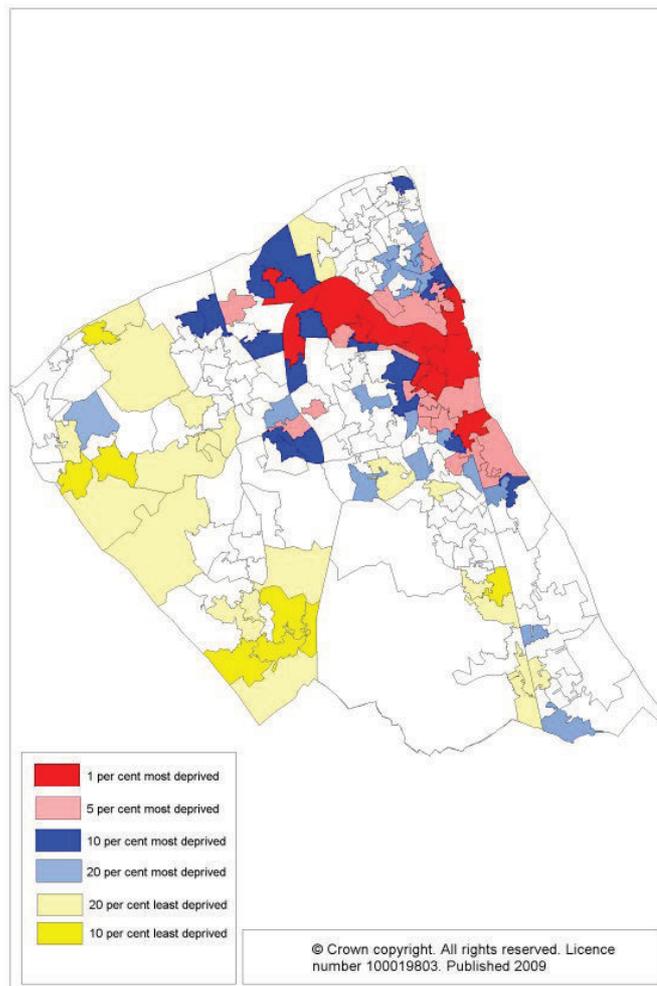
15 the figures were re-based in 2006

16 Index of Multiple Deprivation in England 2007

4.11 There is a significant gap in life expectancy between the poorest and most affluent areas, with a ten-year gap in average life expectancy at birth between Birkenhead and Heswall. Rates of coronary heart disease, obesity and hypertension are all higher than national and regional averages. Rates of diabetes are still slightly higher than the regional average but are now lower than the national average⁽¹⁷⁾.

4.12 79.8% of 15 year olds achieved five or more A*-C GCSEs in 2010, ahead of the national average of 74.8%⁽¹⁸⁾.

4.13 Wirral has the lowest rate of recorded crime per thousand people on Merseyside and this rate decreased by 9% during the year to 2010. Rates of burglaries, violent crimes, robberies and vehicle crimes are also among the lowest in the country⁽¹⁹⁾. Crime rates are, however, disproportionately higher in some areas.



Picture 4.1 Index of Multiple Deprivation ranking by Super Output Area

17 Wirral Compendium of Health Statistics (NHS Wirral 2010)

18 GCSE and Equivalent Results in England, 2009/10 (DCSF, 2010)

19 Local Authorities: Recorded Crime for Seven Key Offences (Home Office, 2010)

Economy

4.14 The general economic context in Wirral continues to be characterised by relatively poor economic performance:

GVA per Capita (£)	1997	2003	2004	2005	2006	2007	Change 2006-2007 ⁽²⁰⁾
Wirral	7,676	10,132	10,472	10,609	10,852	11,257	4.7%
Merseyside	8,793	12,106	12,579	12,946	13,475	14,155	5.0%
North West	11,032	14,523	15,161	15,596	16,245	16,967	4.4%
UK	12,682	17,043	17,895	18,537	19,495	20,430	4.8%

Table 4.4 Gross Value Added (GVA)

4.15 While overall GVA per capita in Wirral has continued to lag behind national, regional and sub-regional averages, recent growth has exceeded the regional average and has been comparable to the national rate⁽²¹⁾.

Total Employees (2008)	Full Time ⁽²²⁾	Part Time (percentage) ⁽²³⁾	Job Density ⁽²⁴⁾
Wirral	63.0%	37.0%	0.58
Merseyside	66.4%	33.6%	0.68
North West	69.1%	30.9%	0.76
Great Britain	68.8%	31.2%	0.79

Table 4.5 Total Employees

4.16 There were 96,400 employee jobs in Wirral in 2008, down by 1.2% from 2007. A higher proportion of jobs were part-time, compared with the averages for Merseyside, the North West and Great Britain. The ratio of total jobs to working-age population (job density) is considerably lower than national, regional and sub-regional averages. Figures for 2009 are not yet available.

Percentage of Employee Jobs (2008)	Wirral MBC	Merseyside	North West	Great Britain
Manufacturing	10.2%	8.5%	11.6%	10.2%
Construction	4.7%	4.6%	5.2%	4.8%
Services	84.2%	86.5%	82.1%	83.5%
Distribution, hotels, restaurants	23.3%	22.0%	23.5%	23.4%
Transport and communications	3.2%	5.3%	5.8%	5.8%
Finance, IT, other business activities	16.0%	17.8%	19.7%	22.0%

20 More recent data is not yet available

21 TMP Merseyside Economic Review 2010

24 Nomis ONS jobs density, including employees, self employed, Government supported trainees and HM Forces

23 Nomis ONS Annual Business Inquiry Employee Analysis, Employee Jobs (excluding self-employed, government-supported trainees and HM Forces)

22 (percentage) Nomis ONS Annual Business Inquiry Employee Analysis, Employee Jobs (excluding self-employed, government-supported trainees and HM Forces)

Percentage of Employee Jobs (2008)	Wirral MBC	Merseyside	North West	Great Britain
Public admin, education, health	36.3%	36.4%	28.2%	27.0%
Other services	5.4%	5.0%	4.9%	5.3%
Tourism-related ⁽²⁵⁾	8.6%	8.1%	8.2%	8.2%

Table 4.6 Employee Jobs by Industry

4.17 Wirral has a high proportion of employee jobs in services, with a higher than average reliance on jobs in public administration, education and health and a lower representation of jobs in finance, information technology and other business activities. In manufacturing, the Borough is strongest in chemicals and food and drink. Figures for 2009 are, again, not yet available.

VAT Registrations (End of Year 2007)	New Registrations (Percentage of End of Year Stock)	De-Registrations (Percentage of End of Year Stock)
Wirral	11.6%	7.5%
Merseyside	11.6%	7.5%
North West	10.6%	7.5%
Great Britain	10.2%	7.3%

Table 4.7 VAT Registered Businesses

4.18 Latest figures show a total of 7,090 VAT registered businesses in Wirral which represents 24% of all VAT registered businesses in Merseyside⁽²⁶⁾.

Percentage of Working Age Population (2009)	Economically Active	In Employment (employees)	In Employment (self-employed)	Economically Inactive
Wirral	72.0%	66.0%	6.7%	28.0%
Merseyside	71.2%	57.8%	6.5%	28.8%
North West	74.6%	60.3%	7.8%	25.4%
Great Britain	76.8%	61.8%	8.9%	23.3%

Table 4.8 Economic Activity

4.19 Economic activity in Wirral has fallen back from 75.3% in 2008. By 2009, 141,000 people were classified as economically active, with 128,800 people in employment including 14,300 self employed. The number of people who were economically inactive increased by 15.5%, from 46,300 in 2008 to 53,500 in 2009⁽²⁷⁾.

Average Household Income (£)	2005	2007	2009
Wirral	£28,326	£31,232	£34,452
Sefton	£29,018	£30,932	£30,659
St Helens	£27,868	£30,795	£30,223
Liverpool	£25,251	£28,239	£26,380
Knowsley	£25,238	£28,286	£28,143

25 Tourism consists of industries that are also part of the services industry

26 UK Business: Activity, Size and Location (ONS 2009)

27 NOMIS, ONS Annual Population Survey 2009

Average Household Income (£)	2005	2007	2009
United Kingdom	£31,000	£33,706	£35,000

Table 4.9 Household Incomes

4.20 Average household incomes in Wirral continue to be among the highest in Merseyside and have risen by 10% since 2007, ahead of UK growth at 4% ⁽²⁸⁾.

Average Weekly Earnings	Gross Weekly Pay by Workplace (Full-time Workers)			Gross Weekly Pay by Residence (Full-time Workers)		
	2007/08	2008/09	2009/10	2007/08	2008/09	2009/10
Wirral	£406.70	£420.00	£406.20	£430.60	£452.50	£482.70
Merseyside	£426.60	£447.30	£460.60	£425.70	£441.60	£452.60
North West	£434.20	£450.20	£460.00	£432.70	£451.30	£460.20
Great Britain	£458.60	£479.10	£490.00	£459.00	£479.30	£491.00

Table 4.10 Gross Weekly Pay

4.21 Average weekly earnings for employees working in Wirral remained below national, regional and sub-regional levels and below the average weekly earnings for employees living in Wirral ⁽²⁹⁾.

Claimants (Percentage of Working Age Population)	Key Benefit Claimants (May 2008) ⁽³⁰⁾	Key Benefit Claimants (February 2009) ⁽³¹⁾	Key Benefit Claimants (February 2010) ⁽³²⁾
Wirral	20.8%	22.7%	21.8%
Merseyside	22.5%	22.7%	23.2%
North West	17.3%	19.1%	18.4%
Great Britain	13.9%	15.6%	15.1%

Table 4.11 Key Benefits Claimants

4.22 In February 2010, 41,580 working age residents in Wirral were claiming one or more key DWP benefits, ahead of national and regional averages, marginally more than in February 2009 (0.5%), ⁽³³⁾.

28 CACI Income Data, 2009

29 NOMIS, ONS Annual Survey of Hours and Earnings (November 2010)

32 Nomis DWP Benefit Claimants Working Age Client Group (February 2010)

31 Nomis DWP Benefit Claimants Working Age Client Group (February 2009)

30 Nomis DWP Benefit Claimants Working Age Client Group (May 2008)

33 key benefits include bereavement benefit, carers allowance, disability living allowance, incapacity benefit, severe disablement allowance, income support, Jobseekers' Allowance and widows benefit

Claimants (Percentage of Working Age Population)	JSA Claimants (October 2008) ⁽³⁴⁾	JSA Claimants (September 2009) ⁽³⁵⁾	JSA Claimants (August 2010) ⁽³⁶⁾
Wirral	3.7%	5.6%	4.5%
Merseyside	4.5%	6.3%	5.4%
North West	3.0%	4.7%	4.0%
Great Britain	2.6%	4.1%	3.6%

Table 4.12 JSA Claimants

4.23 By August 2010, 8,641 people in Wirral were actively seeking work as claimants for Jobseekers' Allowance, an decrease of 16.5% since September 2009. The highest numbers of claimants were focused in the east of the Borough, in the Electoral Wards of Birkenhead and Tranmere; Bidston and St James; Seacombe; and Rock Ferry.

Floorspace (thousand square metres)	April 2005	April 2006	April 2007	April 2008	April 2009
Offices	275	281	283	283	1,066
Industrial	1,170	1,070	1,070	1,006	1,102
Warehousing	481	476	478	493	764
Total	1,827	1,827	1,831	1,782	2,932

Table 4.13 Business Floorspace

4.24 The overall total of recorded business floorspace in Wirral has increased since 2008, with office floorspace seeing the biggest increase.

4.25 Valuation Office Agency (VOA) reported data showed that industrial land values in Birkenhead ranged from £190k to £250k per hectare compared with Liverpool at £175k to £330k per hectare in 2009. Land values for Birkenhead and Liverpool both decreased by at least £15k between 2008 and 2009⁽³⁷⁾.

4.26 A higher than average proportion of Wirral's factory, office and warehouse stock originates from between 1940 and 1970. The percentage of stock built since 1990 began to draw slightly ahead of national and regional averages⁽³⁸⁾.

Business Development

Floorspace (square metres)	Use Class B1(a)	Use Class B1(b)	Use Class B1(c)	Use Class B2	Use Class B8	Total Floorspace
Total gross completed floorspace	275	-	-	1,948	-	2,223

36 Nomis ONS Jobseekers Allowance Claimants (August 2010)

35 Nomis ONS Jobseekers Allowance Claimants (September 2009)

34 Nomis ONS Jobseekers Allowance Claimants (October 2008)

37 VOA Property Market Report Capital and Rental Values at 1 July 2009

38 TMP Merseyside Economic Review 2009 Data Annex, Section 8, Figure 6

Floorspace (square metres)	Use Class B1(a)	Use Class B1(b)	Use Class B1(c)	Use Class B2	Use Class B8	Total Floorspace
Total net completed floorspace	95	-	-	-318	-	-223
Total gross completed on previously developed land	275	-	-	1,948	-	2,223
Percentage on previously developed land	100.0%	-	-	100.0%	-	100.0%

Table 4.14 Core Output Indicators BD1 and BD2: Amount of Floorspace Developed by Type and on Previously Developed Land 2009/10

4.27 While the year to April 2009 had seen a significant increase in new employment floorspace, the year to April 2010 shows the impact of the wider economic recession. The total amount of new employment floorspace completed in Wirral during 2009/10 was 92% lower than in 2008/09. The table below shows the changing trend over time.

Completed Floorspace (square metres)	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10
Use Class B1(a)	961	4,857	8,542	3,801	8,803	275
Use Class B1(b)	Nil	Nil	Nil	Nil	Nil	Nil
Use Class B1(c)	Nil	Nil	Nil	Nil	Nil	Nil
Use Class B2	23,497	24,407	13,576	12,797	19,099	1,948
Use Class B8	Nil	Nil	53	Nil	Nil	Nil
Total Floorspace	24,458	29,264	22,171	16,598	27,902	2,223

Table 4.15 Amount of Floorspace Developed by Type (Gross)

4.28 Projects to provide only 101 square metres of office floorspace (Use Class B1) and 5,575 square metres of industrial floorspace (Use Class B2) were under construction at the end of the reporting period. This was less than half the amount of office floorspace and 25% lower than the amount of industrial floorspace under construction at the end of 2008/09.

Land Area (hectares)	Birkenhead Docks SRS ⁽³⁹⁾	WIBP SRS ⁽⁴⁰⁾	Borough Total
Allocated for B1 Uses ⁽⁴¹⁾	0.00	0.00	1.50
Allocated for B1, B2 and B8 Uses ⁽⁴²⁾	2.36	18.97	84.12

40 Wirral International Business Park Strategic Regional Site, Bromborough

39 Designated by NWDA in July 2010

41 Land allocated in the UDP under Proposal EM2 - Conway Park, is allocated for uses falling within Use Class B1

42 Land allocated in the UDP under Proposal EM1 – Former Cammell Laird’s Shipyard; Proposal EM3 – Land for General Employment Use; Proposal EM4 – Expansion Land for Existing Businesses; and Proposal EM5 – Land at Dock Road South, Bromborough, is allocated for uses falling within Use Class B1 and/or Use Class B2 and/or Use Class B8

Land Area (hectares)	Birkenhead Docks SRS ⁽³⁹⁾	WIBP SRS ⁽⁴⁰⁾	Borough Total
Primarily Industrial Areas ⁽⁴³⁾	17.40	46.60	90.70
Other Land with Planning Permission ⁽⁴⁴⁾	0.00	0.00	0.69
Total	19.76	65.57	175.51

Table 4.16 Core Output Indicator BD3: Employment Land Available by Type (April 2010)

4.29 The Unitary Development Plan for Wirral (UDP) set aside 843 hectares of land across the Borough for employment uses falling within Use Classes B1, B2 and B8, with 658 hectares within the Primarily Industrial Areas and 185 hectares on allocated Employment Development Sites. Just under half the land allocated as an Employment Development Site remained undeveloped at April 2010 (46%).

4.30 The UDP also identified 227 hectares within the Dock Estates at Birkenhead and Eastham, subject to UDP Policy EM10. Land for port-related uses within the Dock Estates is identified by Act of Parliament and is subject to permitted development rights. Policy EM10 of the UDP, which provided for uses falling within Use Classes B1, B2 and B8 to be permitted within the Dock Estates, was removed from the Development Plan as a result of the Direction issued by the Secretary of State in September 2007. The areas formerly subject to UDP Policy EM10, now have no notation and are no longer included in Table 4.16. There was an additional 55.98 hectares of vacant land within the Dock Estates at April 2010⁽⁴⁵⁾.

4.31 The Strategic Regional Site at Twelve Quays was de-designated by NWDA in July 2009 as NWDA considered the project had now been successfully delivered.

Town Centres

4.32 The Regional Spatial Strategy identifies Birkenhead as the sub-regional service and retail centre for the Borough. Croft Retail Park in Bromborough is now the second largest destination for comparison spending behind Birkenhead Town Centre.

4.33 A large amount of spending by Wirral residents on comparison (non-food) goods continues to leak outside the Borough to places like Liverpool, Chester and the Cheshire Oaks retail outlet in Ellesmere Port. Internet sales are also forming an increasingly significant part of comparison expenditure. Expenditure on convenience goods is largely contained within the Borough.

40 Wirral International Business Park Strategic Regional Site, Bromborough

39 Designated by NWDA in July 2010

43 UDP Policy EM8 provides for uses falling within Use Classes B1, B2 and B8 within Primarily Industrial Areas

44 with planning permission for B1, B2 or B8 Uses at 31 March 2010

45 Further information on the supply of employment land can now be found within the Wirral Employment Land and Premises Study (BE Group, 2009)

4.34 Liverpool is a significant destination for visits to restaurants, pubs, bars and nightclubs, museums and art galleries and theatres and concerts, in addition to existing centres and attractions in Wirral⁽⁴⁶⁾.

Use Class	Completed Floorspace (square metres)				% in Town Centres	
	Town Centre		Borough Total		Gross	Net
	Gross	Net	Gross	Net		
Use Class A1	-	-	2,484	1,767	0%	0%
Use Class A2	-	-	-	-	-	-
Use Class B1a	-	-	275	95	0%	0%
Use Class D2	-	-	-	-	-	-

Table 4.17 Core Output Indicator BD4: Total amount of floorspace for 'town centre uses' 2009/10

4.35 The table above shows the total amount of new floorspace completed for 'town centre' uses during 2009/10. All of the Use Class A1 (retail) floorspace was located outside an existing town centre. No new Use Class D2 (leisure) floorspace was completed during 2009/10.

Completed Floorspace (square metres)	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10
Use Class A1 (gross)	4,963	5,363	2,385	10,366	967	2,484
(percentage in town centres)	36%	11%	28%	66%	63%	0%
Use Class A1 (sales)	4,239	4,602	1,786	7,844	559	1,767
(percentage in town centres)	28%	8%	28%	58%	59%	0%
Use Class A2	-	-	-	-	-	-
(percentage in town centres)	-	-	-	-	-	-
Use Class D2	522	5,594	488	4,044	1,826	-
(percentage in town centres)	0%	8%	34%	14%	6%	-

Table 4.18 Completed "Town Centre" Floorspace 2004/05 to 2009/10

4.36 The table above shows the changing trend over time.

Tourism

4.37 The Council's Destination Marketing team seek to effectively and efficiently market the Wirral Peninsula as a quality investment and visitor destination and to create a sustainable environment that benefits both the local community and businesses alike. The Annual Implementation Plan highlights the activities planned throughout 2010 and beyond, to help achieve these key objectives.

46 Further information on local spending is contained within the Wirral Town Centres, Retail and Commercial Leisure Study (Roger Tym and Partners, 2009)

4.38 Tourism currently accounts for over 8% of employee jobs in Wirral, slightly ahead of the national and regional averages and tourism expenditure increased by 12% between 2007 and 2008⁽⁴⁷⁾.

Analysis by Sector of Expenditure (£'s millions)	2007	2008	% change
Accommodation	14.36	14.45	1%
Food & Drink	46.63	52.82	13%
Recreation	11.44	12.74	11%
Shopping	30.91	34.72	12%
Transport	30.83	35.77	16%
Indirect Expenditure	52.27	58.95	13%
VAT	23.48	26.34	12%
Total	209.91	235.79	12%

Table 4.19 Tourism Spending by Sector

Housing

4.39 Wirral has many areas of attractive high quality housing but large concentrations of poorer stock remain, particularly in east Wirral. Wirral's housing stock is on average older than the stock in the rest of England. Only the post-1980 stock has a lower proportion than the national profile. It is currently estimated that up to 19,900 private sector dwellings (16%) are subject to Category 1 Hazards under the new Housing Health and Safety Rating System⁽⁴⁸⁾.

Dwelling Stock by Sector (number of dwellings)	Total Stock	Vacant	Percentage Vacant
Registered Social Landlord	22,837	927	4.0%
Other Public Sector	2	0	0.0%
Private Sector	123,276	4,903	4.0%
Awaiting Demolition (All Tenures)		269	100.0%
Totals	146,115	6,099	4.2%

Table 4.20 Dwelling Stock 2010

4.40 Wirral had 146,113 residential properties in April 2010. 84% were privately owned and 16% were owned by registered social landlords. The vast majority of vacancies (82%) were within the private sector housing stock. The vacancy rate for private sector dwellings and dwellings managed by a Registered Social Landlord were both lower than the RSS target of 3%⁽⁴⁹⁾.

4.41 Average house prices increased by 3% in Wirral in the year to March 2010, ahead of the decline for Merseyside (2%) but lower than the increase for the rest of the North West Region (3.5%).

47 STEAM 2009

48 Wirral Private Sector House Condition and Home Energy Survey 2008

49 RSS Policy L3 (September, 2008)

Average House Prices	Wirral	Merseyside	North West
Overall	£123,674	£114,705	£120,103
Detached	£278,464	£227,948	£233,358
Semi-detached	£139,793	£121,235	£122,521
Terraced	£80,486	£69,514	£72,321
Flat/Maisonette	£102,829	£116,460	£114,065

Table 4.21 Average House Prices (March 2010)

4.42 The average property price for the Borough as a whole was nearly four times the average income for the Borough in March 2010⁽⁵⁰⁾.

Housing Land Supply

4.43 At 31st March 2010, the Borough's gross housing land supply with planning permission was 3,403 units (this figure includes new build and net change from conversions with planning permission), down from 3,950 units at March 2009⁽⁵¹⁾. The proportion of units on previously developed land stood at 97%⁽⁵²⁾.

4.44 The table below shows the capacity assessed in the Council's Strategic Housing Land Availability Assessment in April 2008 and an initial assessment of the revised capacity in April 2010, to take account of completions and new and lapsed planning permissions:

Source of Supply (PDL only)	April 2008	April 2010
Category 1 Sites ⁽⁵³⁾	2,349	2,226
Category 2 Sites ⁽⁵⁴⁾	4,431	4,340
Category 3 Sites ⁽⁵⁵⁾	9,482	9,451
Small Sites ⁽⁵⁶⁾	819	602
Planning Permissions ⁽⁵⁷⁾	3,091	2,722

Table 4.22 Capacity of Housing Land Supply

50 Land Registry House Prices, published August 2010

51 a summary of the latest position is provided at Appendix 2 to this AMR and a schedule of sites with planning permission is provided as Appendix 3

52 the amended definition of previously developed land in Planning Policy Statement 3: Housing (PPS3, June 2010), which reclassifies private residential gardens as greenfield land, will be taken into account in future AMRs

53 Category 1 sites are classified as developable within 5 years

54 Category 2 sites are classified as deliverable within ten years

55 Category 3 sites are classified as not currently developable

56 Small sites are sites below 0.4 hectares

57 discounted by 20% to account for possible non-implementation

Housing Requirements

4.45 The table below shows the number of additional dwellings that would have been needed to meet the requirements of the Regional Spatial Strategy to 2021, at the end of March 2010:

Net Annual Average Dwelling Requirements	Total Net Housing Provision 2003-2021	Annual Average (number of net dwellings)	Net Completions (2003/04 -2009/10)	Remaining	Annual Implied Target (2010/11 -2020/21)
RSS (September 2008) Table 7.1	9,000	500	2,369	6,631	603

Table 4.23 Core Output Indicator H1: Plan Period and Housing Targets

4.46 In July 2010, in response to the proposal to revoke the Regional Spatial Strategy and the transitional arrangements for housing figures in Local Development Frameworks, the Council resolved to apply an annual average housing requirement figure of 250 net additional dwellings in the period until the emerging Core Strategy Development Plan Document for Wirral is adopted⁽⁵⁸⁾.

4.47 The housing requirement figure contained within the earlier Unitary Development Plan for Wirral expired at the end of March 2001 and UDP Policy HSG1-New Dwelling Requirement was formally deleted by the Government Direction issued in September 2007⁽⁵⁹⁾.

Housing Trajectory

4.48 Gross completions continued to decline to 340 units during 2009/10. The number of demolitions reduced to 131 units for the year. The majority of demolitions continued to occur within the Newheartlands Pathfinder Area (70%).

4.49 Picture 4.2 and Table 4.24 below set out the housing trajectory for Wirral and Core Output Indicators H2 (a),(b),(c) and (d) based on the annual housing requirement of 500 net additional dwellings set out in the Regional Spatial Strategy and the annual average uplift to 600 net additional dwellings between 2008 and 2017 to reflect the aspirations of the Mersey Heartlands Growth Point.

4.50 The trajectory shows actual net completions achieved between 2003/04 and 2009/10 and projected net completions based on the findings of the Wirral Strategic Housing Land Availability Assessment (SHLAA) amended to take account of completions and changes to planning permissions and to avoid double counting⁽⁶⁰⁾.

58 [Option 1 Housing Numbers \(4NW, July 2010\)](#)

59 The Direction can be viewed at <http://www.wirral.gov.uk/downloads/1856>

60 Wirral Strategic Housing Land Availability Assessment (Roger Tym and Partners, July 2010)

4.51 For the years 2010/11 to 2014/15, sites identified in the SHLAA as deliverable within the first five years have been included. The contribution from sites at Wirral Waters has been halved to reflect the need for Section 106 Agreements and notification to the Secretary of State to be resolved. For the years 2015/16 onwards, the full assessed capacity at Wirral Waters has been included. Category 3 Sites are only included in the future supply from 2020/21.

4.52 Demolitions outside the Newheartlands Pathfinder have been calculated using the median of actual demolitions between 2003/04 and 2009/10 within the RSS Outer and RSS Rural Areas. Demolitions within the Newheartlands Pathfinder have been based on planned demolitions for 2010/11 and 2011/12. An annual average of 150 demolitions has then been taken forward for 2012/13 and beyond, which may not be fully achieved due to future changes in funding which will need to be assessed as part of next year's AMR.

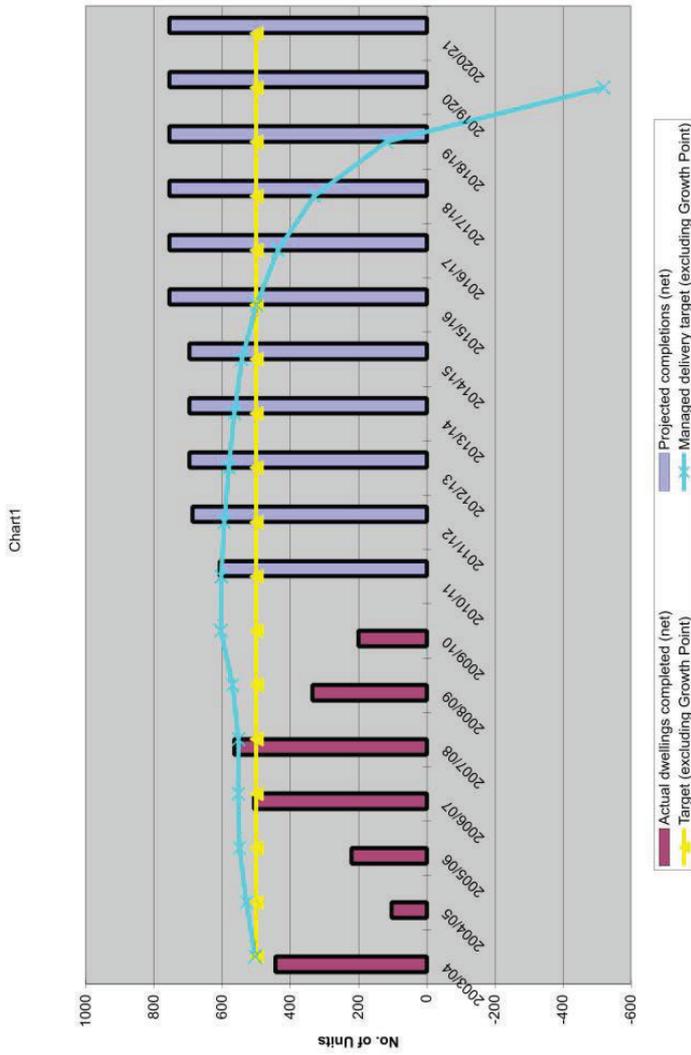
4.53 The managed delivery targets reflect the number of dwellings that will be needed each year to achieve the overall housing requirement by 2021⁽⁶¹⁾. The trajectory does not take account of windfalls, which during the five years to 2009/10 generated an annual average of 450 additional units⁽⁶²⁾.

61 The managed delivery target has been calculated by subtracting the cumulative net completions to date from the total housing requirement for the period 2003-2021 and dividing this answer by the number of years left in the plan period. For example, the cumulative completions over the period to 2010/11 are 2,975. The total housing requirement (excluding the Growth Point) for 2003-2021 is 9,000 and in 2010/11 there will be 10 years left of the plan period. The managed delivery target is therefore calculated as follows:
 $(9000 - 2,975) / 10 = 603$. To meet the overall requirement, Wirral would therefore need to register at least 603 net completions for 2010/11

62 Appendix 2, Table 4 of this AMR refers

	2003/04	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Actual dwellings completed (net)	443	102	220	506	564	334	200											
Projected completions (gross)								846	846	846	846	846	904	904	904	904	904	904
Projected demolitions								240	159	150	150	150	150	150	150	150	150	150
Projected completions (net)								606	687	696	696	696	754	754	754	754	754	754
Target (excluding Growth Point)	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
Cumulative Completions	443	545	765	1271	1835	2169	2369	2975	3662	4358	5054	5750	6504	7258	8012	8766	9520	10274
Number of years left in plan	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0
Managed delivery target (excluding Growth Point)	503	528	549	552	551	569	603	603	593	580	564	542	499	436	329	117	-520	
Target (including Growth Point)	500	500	500	500	500	600	600	600	600	600	600	600	600	600	500	500	500	500
Managed delivery target (including Growth Point)	556	585	609	616	620	644	685	693	693	693	692	692	679	661	629	567	380	

Table 4.24 Housing Trajectory to 2021



Page 1

Picture 4.2

Completed Dwellings (gross)	RSS Inner Area	RSS Outer Area	RSS Rural Area	Borough	IPPA ⁽⁶³⁾
Total Dwellings	120	137	83	340	278
New Build	79	123	82	284	225
Conversions and Changes of Use	41	14	1	56	53
% on Previously Developed Land	98.8%				

Table 4.25 Core Output Indicator H3: New and Converted Dwellings and Percentage on Previously Developed Land 2009/10

4.54 Development on previously developed land continued to exceed the RSS target of 80%⁽⁶⁴⁾. 45% of gross completions in 2009/10 were flats down from 61% in 2008/09 and 67% in 2007/08.

4.55 The table below sets out a breakdown of the various components of the Borough's housing delivery over the last five years.

Completed Dwellings	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10
Gross New Build	440	442	606	639	422	284
Demolitions	419	277	215	230	242	131
Net New Build	21	165	391	409	180	153
Gross Conversions	91	69	130	181	177	56
Net Conversions	81	55	115	155	154	47
Total Gross Additional	531	511	736	820	599	340
Total Net Additional	102	220	506	564	334	200

Table 4.26 Components of Housing Delivery 2004/04 to 2009/10

4.56 The table below shows how the geographical pattern of development has changed across the Borough since April 2004. Housing development has been increasingly focused in the Interim Planning Policy Area, with a declining contribution from areas to the west of the M53 Motorway⁽⁶⁵⁾.

Completed Dwellings (gross)	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10
RSS Inner Area ⁽⁶⁶⁾	50	72	177	189	211	120
	9%	14%	24%	23%	35%	35%
RSS Outer Area	180	306	473	528	311	137
	34%	60%	64%	64%	52%	40%
RSS Rural Area	301	133	86	103	77	83
	57%	26%	12%	13%	13%	25%

63 Interim Planning Policy Area

64 RSS (September 2008) Table 7.1

65 the RSS Rural Area

66 the boundary to the RSS Inner Area is the same as the boundary to the Newheartlands Pathfinder Area and the Mersey Heartlands Growth Point

Completed Dwellings (gross)	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10
Interim Planning Policy Area ⁽⁶⁷⁾	101	248	354	509	433	278
	19%	49%	48%	62%	72%	82%
Total Borough	531	511	736	820	599	340

Table 4.27 Distribution of Dwellings Completed 2004/05 to 2009/10

Gypsies and Travellers

4.57 Wirral does not have any existing pitches for gypsies or travellers.

Number of Pitches	Permanent Pitches	Transit Pitches
Number of pitches provided for gypsies and travellers	0	0

Table 4.28 Core Output Indicator H4: Net Additional Pitches (Gypsy and Traveller) 2009/10

Affordable Housing

4.58 The number of affordable housing completions increased from 48 new units in 2008/09 to 73 in 2009/10. The new dwellings were located in Rock Ferry (31 units), Egremount (19 units), Beechwood (2 units), Woodchurch (15 units) and Higher Bebington (6 units).

4.59 A Wirral Strategic Housing Market Assessment Update and an Affordable Housing Viability Assessment were carried out during 2010 to take into account the current economic climate. It was recommended that the target for affordable housing should be 10% within the New Heartlands Pathfinder Area and 20% across the rest of Wirral. It was also recommended that targets for affordable housing should apply to sites with a capacity of 5 dwellings and above. The aspiration for the longer-term, once the market recovers, is a target of 40% across the whole Borough.

Affordable Housing (number of dwellings)	Gross Completions ⁽⁶⁸⁾
Number of new social rented dwellings	64
Number of new intermediate dwellings	9
Total number of new affordable dwellings	73

Table 4.29 Core Output Indicator H5: Gross Affordable Housing Completions 2009/10

67 Completions within the IPPA are already counted in either the Inner, Outer or Rural Areas

68 The figures shown in Table 4.29 are based on completions registered through the Building Control records system within 2009/10. The number of affordable homes provided, recorded in the Council's Housing Strategy Statistical Appendix, was 138 in 2008/09 and 184 in 2009/10, which includes units provided under a variety of funding initiatives including Mortgage Rescue, Own Place, HOUSED, HomeBuy and HOLD, of which 150 units were provided for a social rent and 34 units for an intermediate rent in 2009/10

Housing Quality

4.60 A new national Core Output Indicator was being introduced to measure the quality of new housing development based on ratings against the Building for Life criteria developed by CABE. Monitoring procedures for future years are being put in place by the Council's Technical Services Department. Data for 2009/10 is not, however, yet available.

Environmental Quality

Heritage

4.61 Wirral has a significant built heritage, with 1,771 Listed Buildings and structures, twenty-five designated Conservation Areas, nine Scheduled Ancient Monuments and four Historic Parks and Gardens.

4.62 The following buildings, conservation areas, monuments and parks are currently included on the English Heritage Heritage at Risk Registers⁽⁶⁹⁾:

- Storeton Hall, Storeton Village (North Wing)
- Fort Perch Rock, New Brighton
- Birkenhead Priory
- Bromborough Court House (Moated Site and Fishponds)
- Overchurch (Site of former Church and Churchyard)
- Thornton Manor, Bebington
- Clifton Park, Tranmere
- Flaybrick Cemetery, Bidston
- Hamilton Square Conservation Area, Birkenhead
- Rock Park Conservation Area, Rock Ferry

Landscape

4.63 The UDP designated four Areas of Special Landscape Value and three Areas Requiring Landscape Renewal. These designations have now been superseded by the Wirral Landscape Character Assessment 2009, which divides the Borough's open countryside into thirteen character areas.

4.64 Seven of the character areas are identified for conservation but the following character areas are identified as needing some element of enhancement or restoration:

- Birkett Floodplain Farmland - Enhance and Restore;
- Clatterbrook and Dibbin Valley - Enhance;
- Eastham Former Wooded Estate - Enhance and Restore;
- Heswall Dales - Conserve and Enhance;

69 English Heritage Heritage at Risk Register 2010 and English Heritage Conservation Areas at Risk 2010 refer

- Landican and Thingwall Rural Fringe - Enhance;
- North Fender Urban Fringe - Restore and Create;
- Pensby and Irby Urban Fringes - Enhance; and
- Raby Rural Farmland - Conserve and Enhance.

Biodiversity

4.65 Wirral has an extensive biodiversity resource. The Wirral Biodiversity Audit 2009 has identified the following Key Existing Biodiversity Areas:



Picture 4.3

4.66 The Wirral Biodiversity Action Plan was adopted in February 2003. Action Plans have now been completed for 9 of the 11 priority habitats identified and for 16 of the 19 priority species. Active management is ongoing, with a particular emphasis on improving habitat and site conditions, rather than expanding site areas.

4.67 The latest information from monitoring undertaken by the Local Sites Partnerships, indicates that positive conservation management has been or is being implemented on 26% of the Borough's Local Wildlife Sites⁽⁷⁰⁾.

4.68 The Council is not aware of any impact of completed development, management programmes and planning agreements resulting in changes to areas designated for international, national, regional, sub-regional and/or local significance during the reporting period.

4.69 Three of the Borough's ten nationally designated Sites of Special Scientific Interest (SSSI), at Dee Cliffs; Dibbinsdale; and Meols Meadows; were not considered to be meeting the Government Public Service Agreement Target to have 95% of the SSSI in favourable or recovering condition by 2010⁽⁷¹⁾.

Public Open Space

4.70 Twelve Council sites have now obtained Green Flag Awards⁽⁷²⁾. The percentage of public open space managed to Green Flag Award Standard has, therefore, progressively increased from 1% in 2005/06 to just over 30% in 2009/10.

Total Public Open Space ⁽⁷³⁾	1,192 hectares
Area of Public Open Space Managed to Green Flag Award Standard	365.52 hectares
Percentage of Public Open Space Managed to Green Flag Award Standard	30.6%

Table 4.30 Amount of Public Open Space Managed to Green Flag Standards 2009/10

Water Quality

4.71 Much of Wirral is founded on sandstone which is a major aquifer and groundwater provides around 13% of Wirral's water resources. The rest of the Wirral's water supplies come from the River Dee.

4.72 For twenty years, a General Quality Assessment scheme was used to assess river water quality in terms of chemistry, biology and nutrients and has helped drive environmental improvements by dealing with many of the major point sources of pollutants, such as discharges from sewage treatment works or other industry. Table 4.31 shows the results for River Quality in Wirral in 2006. In 2007, the Environment Agency changed the way the status of waterbodies was assessed.

70 National Indicator 197 - Improved Local Biodiversity (Local Sites Partnership, September 2009)

71 SSSI Condition Summaries (Natural England, August 2010)

72 The Green Flag Award® 2010

73 Includes sites in the Green Belt

4.73 The Environment Agency's River Basin Management Plans now show that the Dee Estuary is currently at good biological status which is expected to be maintained in 2015⁽⁷⁴⁾ and that the Mersey Estuary has seen significant improvements in water quality due to tighter regulation of industrial sites and environmental awareness. The ecological status of the Mersey is currently moderate but is expected to be good by 2027⁽⁷⁵⁾.

4.74 Rivers on Wirral are categorised as having poor⁽⁷⁶⁾ or bad⁽⁷⁷⁾ ecological status or potential against the standards required by the Water Framework Directive.

Quality Assessment (Percentage of River Length)	Good	Fair	Poor	Bad
Chemical Quality	0%	13.50%	61.20%	25.30%
Biological Quality	0%	34.90%	65.10%	0%

Table 4.31 River Water Quality in Wirral 2006

4.75 Wirral's beaches are consistently among the cleanest in the North West.

Environment Agency Objections

4.76 The Environment Agency submitted one objection to a planning application in Wirral on water quality grounds during 2009/10 and submitted four objections to planning applications on issues related to flooding⁽⁷⁸⁾. Two of the planning applications were dealt with by the application of planning conditions and one by the submission of a revised flood risk assessment. One application was refused and the other was withdrawn and not determined.

	Flood defence	Water quality
Number of unresolved objections to planning applications	0	0

Table 4.32 Core Output Indicator E1: Number of Planning Permissions Granted Contrary to Environment Agency Advice on Flooding and Water Quality Grounds 2009/10

4.77 UDP Policy WA7 – Heswall Drainage Catchment Area, which restricted development likely to generate additional sewage within a defined area, has not been implemented since the completion of the improvements to the Target Road Waste Water Treatment Works and was deleted in September 2007.

74 Environment Agency River Basin Management Plan, Dee River Basin District December 2009

75 Environment Agency River Basin Management Plan, North West River Basin District, December 2009

76 Dibbinsdale Brook

77 The Fender, Birket and Arrows Brook

78 Environment Agency - Objections to Planning Applications 2009/10

Energy

4.78 Wirral is estimated to have consumed a total of 6,818 GWh of energy in 2007⁽⁷⁹⁾. The majority was taken up for domestic needs. The proportion taken up by industry and commerce had dropped from 35% in 2003⁽⁸⁰⁾.

Total Final Energy Consumption by Sector (percentages) ⁽⁸¹⁾	Industry & Commerce	Domestic	Transport
Wirral	31.0%	45.3%	23.7%
North West	38.4%	33.7%	27.9%
Great Britain	37.2%	33.3%	29.5%

Table 4.33 Energy Consumption by Sector 2007

4.79 Average total domestic energy consumption per household in Wirral in 2007 was down by 6.5% since 2006 and estimated at 21,950 kWh, in line with the general reduction across the North West as a whole⁽⁸²⁾.

4.80 Carbon emissions per capita were in the lower quartile for the UK at 6.0tCO₂ in 2007, compared with 8.4tCO₂ for the North West as a whole⁽⁸³⁾. Data has not yet been published for later years.

Energy Consumption from Renewables and Waste (percentage of total energy consumption) ⁽⁸⁴⁾	2003	2004	2005	2006	2007
Wirral	0.1%	1.5%	0.1%	0.1%	0.1%
North West	0.3%	0.7%	0.3%	0.3%	0.4%
Great Britain	0.4%	0.8%	0.4%	0.4%	0.5%

Table 4.34 Renewable Energy Consumption 2003 to 2007

4.81 A very small percentage of the total energy consumed currently comes from renewable energy and waste. The consumption of renewable energy in Wirral was 9.4GWh in 2007⁽⁸⁵⁾.

79 DECC Total Final Energy Consumption at Regional and Local Authority Level 2007 (Revised June 2010)

80 BERR Total Final Energy Consumption at Regional and Local Authority Level 2003 to 2006

81 DECC Total Final Energy Consumption at Regional and Local Authority Level 2007 (Revised June 2010)

82 DECC High Level Energy Indicators 2007 NUTS4 (May 2010)

83 DECC High Level Energy Indicators 2007 NUTS4 (May 2010)

84 DECC Total Final Energy Consumption at Regional and Local Authority Level 2007 (Revised June 2010)

85 DECC Total Final Energy Consumption at Regional and Local Authority Level 2007 (Revised May 2010)

(Megawatts)	Bio Fuels	Onshore Wind	Water	Solar Energy	Geo-thermal
Granted Planning Permission	Nil	Nil ⁽⁸⁶⁾	Nil	Nil ⁽⁸⁷⁾	Nil
Completed Installations	Nil	Nil ⁽⁸⁸⁾	Nil	Nil ⁽⁸⁹⁾	Nil

Table 4.35 Core Output Indicator E3: Renewable Energy Generation 2009/10

4.82 Twenty-five wind turbines, with a total capacity of up to 90MW, capable of supplying the equivalent of up to 80,000 households, have recently been erected off the Wirral shoreline in Liverpool Bay. A proposed extension to this could generate up to 234MW. Provisional estimates from a pre-feasibility study indicate that tidal power from the Mersey Estuary could be used to generate up to 1,200 GWh of annual energy⁽⁹⁰⁾.

4.83 By contrast, the take-up of on-shore renewable energy has been low. The output from the energy-from-waste (biological process) facility operated since 1985 at Bidston Moss reduced to 2,847MWh in 2009/10. A energy-from-waste facility at Eastham, which was granted planning consent in July 2009, could generate up to 30MW of electricity if implemented.

Minerals

4.84 Wirral does not have any significant mineral reserves, apart from small amounts of winnable brick clay. The Merseyside Mineral Resource Study 2008 recommends that the Carr Lane Brickworks at Moreton is safeguarded for future mineral extraction.

4.85 The latest available figures indicate a landbank of ten and a half years for crushed rock within Greater Manchester, Merseyside, Warrington and Halton and of thirty-two years for the Region as a whole. The landbank of sand and gravel within Greater Manchester, Merseyside, Warrington and Halton is estimated at twenty two years but is only thirteen years for the Region as a whole⁽⁹¹⁾.

87 Three planning applications (09/06531,09/05705, 09/05076) for solar panels were approved during 2009/10 and three solar thermal systems and three solar photovoltaic systems were grant-funded by the national Low Carbon Building Programme but their operating capacity is unknown

86 Three Planning applications (09/06197, 09/06226, 09/05672) for wind turbines obtained planning consent during 2009/10 but their operating capacity is unknown.

89 An unknown number of small scale solar schemes are thought to be in operation but their contribution cannot currently be measured

88 Four small wind turbines are known to be operating but their contribution cannot currently be measured

90 Power from the Mersey (September 2008)

91 North West Region Aggregates Working Party Annual Report 2009, Table 7 (January 2009)

Crushed Rock	Nil
Sand and Gravel	Nil

Table 4.36 Core Output Indicator M1: Production of Primary Land Won Aggregates 2009/10

4.86 No reliable figures are yet available at local authority level for secondary or recycled aggregate production, which includes construction, demolition and excavation wastes recycled for use as aggregate.

Production of Secondary Aggregates	Not Available
Production of Recycled Aggregates	Not Available

Table 4.37 Core Output Indicator M2: Production of Secondary and Recycled Aggregates 2009/10

4.87 Marine-won sand and gravel landed at Wirral dropped by nearly 20% to 87,787 tonnes in 2008, to provide 19.5 per cent of the total aggregate landed off the North West Coast⁽⁹²⁾.

Waste

4.88 National Core Output Indicator W1 has been re-cast to require separate figures for total capacity and annual throughput for twenty-one different types of waste management facility⁽⁹³⁾.

Management Type	Capacity of Completed Waste Management Facilities (tonnes)	Capacity of New Waste Management Facilities with Planning Permission (tonnes)	Total
Pyrolysis / gasification	-	400,000	400,000

Table 4.38 Core Output Indicator W1: Capacity of New Waste Management Facilities 2009/10

4.89 A gasification waste-to-energy facility with an operational capacity of up to 400,000 tonnes was granted planning consent at Eastham in July 2009.

4.90 No new waste management facilities falling within the other categories specified under the Core Output Indicator were either granted planning permission or came into operation during 2009/10. Further information on the capacity of existing operational waste management facilities is contained within the evidence base to the Joint Merseyside Waste DPD⁽⁹⁴⁾.

92 North West Region Aggregates Working Party Annual Report 2009, Table 9 (January 2009). Landings at Liverpool also decreased from 428,635 tonnes in 2007 to 327,094 tonnes in 2008

93 Core Output Indicators Update 2/2008 (CLG, July 2008, page 24)

94 <http://wasteplanningmerseyside.gov.uk/sqc.do>

Waste Managed (tonnes)	Landfill	Recycled	Composted	Borough Total
Amount of municipal waste arising and managed by management type	83,639	28,521	19,483	131,142
Percentage of municipal waste arising and managed by management type	63%	22%	15%	100%

Table 4.39 Core Output Indicator W2: Amount of Municipal Waste Arising and Managed by Management Type 2009/10

4.91 The amount of household waste collected per head in Wirral reduced by 12kg to 423kg in 2009/10⁽⁹⁵⁾. The average for England was 473kg⁽⁹⁶⁾.

4.92 The overall pattern of management by type in Wirral has changed markedly over recent years. The amount of waste going to landfill has fallen by a third since 2004/05 and the amount recycled and composted has more than trebled:

Waste Arisings (tonnes)	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10
Landfill	125,440	137,097	121,693	93,655	86,186	83,639
(percentage of total arisings)	90%	89%	86%	68%	64%	63%
Recycled	11,065	10,784	12,794	28,448	30,265	28,521
(percentage of total arisings)	8%	7%	9%	21%	22%	22%
Composted	2,789	6,175	7,095	14,727	18,879	19,483
(percentage of total arisings)	2%	4%	5%	11%	14%	15%
Total Arisings	139,294	154,056	141,519	136,820	135,330	131,142

Table 4.40 Trends in Waste Management by Management Type 2004/05 to 2009/10

4.93 There was no incineration of municipal waste in Wirral in 2009/10.

4.94 The proportion of waste sent to landfill in 2009/10 was 47% for England and 59% for the North West. The proportion recycled and composted in England was 39% and in the North West was 38%. Incineration accounted for 14% of waste in England and 2% in the North West⁽⁹⁷⁾.

Transport

4.95 Wirral continues to have a high dependency on the car for journeys to work and car ownership across Merseyside is forecast to increase further by 2021⁽⁹⁸⁾.

95 DEFRA Local Authority National Indicators for Waste estimates for 2009/10 Table 3, November 2010

96 DEFRA Local Authority Municipal Waste Statistics 2009/10 Statistical Release 192/10

97 DEFRA Management of Municipal Waste for England and the Regions 2009/10 Table 2

98 Travel in Merseyside (Merseyside LTP Partnership, 2009) Tables 4.46 (2001 base)

4.96 Previous AMRs have provided an analysis of Census data from 1991 and 2001 on patterns of journeys to work. ONS have now released a tool to bridge the gap between the 2001 Census and the need for information about present day commuting patterns⁽⁹⁹⁾. The latest results are shown in the tables below:

Place of Work (District) ⁽¹⁰⁰⁾	2001	2008
Wirral	63.7%	63.1%
Liverpool	16.8%	16.4%
Chester	4.2%	4.1%
Ellesmere Port & Neston	4.7%	3.6%
Flintshire	1.7%	2.4%
Manchester	0.7%	1.1%
Knowsley	0.9%	0.9%
Warrington	0.7%	0.8%

Table 4.41 Places of Work for Wirral Residents

4.97 Data from 2008 shows that there has been little change to commuting patterns since 2001. Fewer Wirral residents appear to be travelling to work in the former Ellesmere Port and Neston but more appear to be commuting further afield, to work in Flintshire, Manchester, Knowsley and Warrington.

Place of Residence (District) ⁽¹⁰¹⁾	2001	2008
Wirral	85.8%	78.8%
Ellesmere Port and Neston	4.8%	6.7%
Liverpool	2.5%	4.8%
Chester	-	3.6%
Flintshire	1.1%	1.1%
Sefton	-	1.0%
Knowsley	1.2%	0.6%
Halton	-	0.3%
Wrexham	0.5%	0.3%

Table 4.42 Place of Residence of People Working in Wirral

4.98 The data from 2008 also indicates an increase in people travelling into Wirral to work. The largest flows were from people who lived in Ellesmere Port & Neston, Liverpool, Chester, and Flintshire.

4.99 The accessibility of new residential development completed during 2009/10 has again been calculated using Accession software for bus and train travel times in Wirral. The majority of new dwellings were still within 30 minutes public transport time of essential local services. The proportion of new dwellings within 30 minutes public transport time of a hospital nevertheless decreased from 81% in 2008/09 to 70% in 2009/10.

99 ONS Commute APS

100 Figures were compiled prior to Local Government Review in Cheshire

101 Figures were compiled prior to Local Government Review in Cheshire

Accessibility	Doctor's Surgery	Hospital	Primary School	Secondary School	Areas of Employment (102)	Major Retail Centre
Number of new dwellings within 30 minutes public transport time	340	238	339	340	340	340
Percentage of new dwellings within 30 minutes public transport time	100%	70%	99.7%	100%	100%	100%

Table 4.43 Accessibility of New Residential Development 2009/10

5 Monitoring Plan Preparation

5.1 This section of the AMR records progress on the preparation of individual Local Development Documents.

Local Development Scheme

5.2 The Local Development Scheme (LDS) is a statutory document setting out the Council's programme for the preparation of Local Development Documents.

5.3 The latest revision of the LDS was approved by the Secretary of State in November 2009.

Core Strategy DPD

5.4 The Core Strategy will set the overall spatial framework for future development and investment in the Borough for the next 15 to 20 years. The Core Strategy will contain the Council's spatial vision for the area; a series of spatial objectives; a delivery strategy including core policies and broad locations for strategic development; and a framework for managing and monitoring delivery.

5.5 The Core Strategy will replace many of the strategic and generic criteria based policies currently contained within the UDP and will replace the Council's Interim Planning Policy for New Housing Development (October 2005).

5.6 The preparation of the Core Strategy DPD was initially delayed to commission the additional studies necessary to meet the new requirements emerging from the new development plans system. Progress on these studies is now reported in Table 5.1 below.

5.7 Consultation on the Issues, Vision and Objectives for the Core Strategy took place in February 2009. Consultation on Spatial Options took place in January 2010 and consultation on the Preferred Options will begin in November 2010. The final Core Strategy is now expected to be adopted in February 2012.

5.8 Table 5.2 and Table 5.3 set out progress against the milestones set out in the approved LDS.

Site Allocations DPD

5.9 The preparation of a site-specific Site Allocations DPD was scheduled to begin following the adoption of the Core Strategy. The final Document is now expected to be adopted in February 2014.

5.10 Table 5.4 sets out progress against the milestones set out in the approved LDS.

Joint Waste DPD for Merseyside and Halton

5.11 The Joint Waste DPD for Merseyside and Halton will replace the policies and proposals contained within UDP Section 17 – Waste Management.

5.12 The preparation of the Joint Waste DPD is being managed by the Merseyside Councils' environmental advisors, the Merseyside Environmental Advisory Service (MEAS). Consultation on Preferred Options took place in May 2010. Additional site consultation is expected to take place in early 2011. The final document is now expected to be adopted in October 2012.

5.13 Table 5.5 and Table 5.6 set out progress against the milestones set out in the approved LDS.

Other Development Plan Documents

5.14 The submitted LDS sets out the Council's longer term intention to consider preparing additional Development Plan Documents for heritage, green infrastructure and a more detailed Area Action Plan for development in Birkenhead.

5.15 The Draft Core Strategy DPD will indicate where the Council believes additional Development Plan Documents may be needed to support the delivery of the emerging Core Strategy.

Supplementary Planning Documents

5.16 Work on additional Supplementary Planning Documents (SPD) has been postponed to allow progress on the Core Strategy DPD.

5.17 The Draft Core Strategy DPD will indicate where the Council believes additional Supplementary Planning Documents may be needed to support the delivery of the emerging Core Strategy.

Evidence Base

5.18 The majority of the current monitoring year has involved completing the additional studies necessary to ensure the Local Development Framework is founded upon a robust evidence base. Table 5.1 sets out progress to date and the documents that are likely to be affected by their findings:

Study	Commissioned	Current Status	Documents Affected
Strategic Housing Needs Assessment	March 2006	Reported February 2008	UDP Section 6 Core Strategy DPD
Merseyside Gypsy and Travellers Accommodation Assessment	June 2007	Reported March 2009	UDP Section 6 Core Strategy DPD Site Allocations DPD
Wirral Cultural Services Forward Plan	July 2007	Reported October 2008 Open Space Audit reported February 2010	UDP Sections 8,9 & 10 Core Strategy DPD Site Allocations DPD
Wirral Employment Land and Premises Study	September 2007	Reported November 2009	UDP Sections 5 & 16 Core Strategy Site Allocations DPD
Wirral Strategic Flood Risk Assessment	October 2007	Reported November 2009	UDP Sections 19 & 20 Core Strategy DPD Site Allocations DPD
Merseyside Mineral Resource Study	February 2008	Reported November 2009	UDP Section 18 Core Strategy DPD Site Allocations DPD
Wirral Town Centres, Retail and Commercial Leisure Study	March 2008	Reported December 2009	UDP Sections 9, 10 & 16 Core Strategy DPD Site Allocations DPD
Wirral Biodiversity Audit	April 2008	Reported November 2009	UDP Section 13 Core Strategy DPD Site Allocations DPD
Wirral Landscape Character Assessment	June 2008	Reported November 2009	UDP Sections 7, 8, 12 & 14 Core Strategy DPD Site Allocations DPD
Habitats Regulation Interim Screening Assessment	n/a	Reported November 2010	Core Strategy DPD
Wirral Strategic Housing Land Availability Assessment	April 2009	Reported September 2010	UDP Section 6 Core Strategy DPD Site Allocations DPD
Liverpool City Region Renewable Energy Capacity Study	July 2009	To be reported late 2010	UDP Section 23 Core Strategy DPD Site Allocations DPD
Integrated Regeneration Study for Birkenhead and Wirral Waters	September 2009	Reported June 2010	Core Strategy DPD Site Allocations DPD
Wirral Strategic Housing Market Assessment Update	June 2009	Reported October 2010	UDP Section 6 Core Strategy DPD
Wirral Affordable Housing Viability Assessment	June 2009	Reported October 2010	UDP Section 6 Core Strategy DPD
Liverpool City Region Overview Study	May 2010	To be reported early 2011	Core Strategy DPD
Draft Habitats Regulation Assessment	June 2010	Reported September 2010	Core Strategy DPD Site Allocations DPD
Water Cycle Study	Resolved to commission October 2010	Out to Tender late 2010	UDP Section 19 Core Strategy DPD Site Allocations DPD

Table 5.1 Evidence Base Studies - Progress

5.19 The findings of each study will be reported to Cabinet and published alongside the emerging Core Strategy DPD.

Local Development Orders

5.20 The power to make a Local Development Order to extend permitted development rights, introduced by the Planning and Compulsory Purchase Act 2004, was enacted in April 2006. There were no Local Development Orders in force in Wirral during 2009/10.

	2010												2011												2012											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S			
Spatial Options (Reg 25)	■	■																																		
Preferred Options (Reg 25)												■	■	■	■	■	■																			
Publication (Reg 27)																		■	■																	
Representations (Reg 28/29)																																				
Submission (Reg 30/31)																																				
Pre-Hearing Meeting																																				
Hearing																																				
Inspector's Report																																				
Appoint																																				
Ag																																				
Ag																																				

Table 5.2 Core Strategy Progress

Activity	Date Begun	Date Reported
Commencement	July 2005	
SEA Consultation	August 2005	July 2006
Initial Consultation	October 2005	July 2006
SA Scoping	July 2006	July 2007
Public Workshops	November 2006	November 2008
Draft Second Report of Consultation	January 2007	November 2008
Consultation with Under-Represented Groups	January 2007	November 2008
Evidence Base Studies	March 2007	Ongoing
Evidence Base - Call for Sites	April 2007	Ongoing
Issues, Vision and Objectives (Reg 25)	February 2009	November 2009
Spatial Options (Reg 25)	January 2010	July 2010
Preferred Options (Reg 25)	November 2010	

Table 5.3 Completed Stages

	2010												2011												2012											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Preferred Options (Reg 25)																																				
Publication (Reg 27)																																				
Representations (Reg 28/29)																																				
Submission (Reg 30/31)																																				
Pre-Hearing Meeting																																				
Public Examination																																				
Inspector's Report																																				
Adoption																																				
Re-publication of Proposals Map																																				

Table 5.5 Waste DPD Progress

	Date Begun	Date Reported
Commencement	December 2006	
SA Scoping	December 2006	March 2007
Issues and Options (Reg 25)	March 2007	October 2008
Spatial Strategy and Sites (Reg 25)	November 2008	June 2009
Preferred Options (Reg 25)	May 2010	October 2010

Table 5.6 Completed Stages

6 Emerging Issues

6.1 The main issues facing the Borough are now set out within the consultation documents associated with the preparation of the Core Strategy Development Plan Document.

6.2 The Council consulted on the content of a Spatial Vision for the Core Strategy as part of the Issues, Vision and Objectives Report in February 2009 and again in the Spatial Options Report in January 2010. The revised Spatial Vision contained within the Preferred Options for the Core Strategy is reproduced below:

Spatial Vision

By April 2027, Wirral will continue to offer a high quality of life, as an attractive place to live an active, productive, safe and healthy lifestyle based on a series of distinct but well-integrated settlements, which will together make a stronger contribution to the prosperity and regeneration of the wider sub-region.

The focus of new development and investment will be on urban regeneration; tackling social, health, economic and environmental disparity; re-using previously developed land; and on strengthening and enhancing the distinctive assets of the Borough, including the quality and value of the natural environment; supported by a tight Green Belt.

The housing market and housing conditions within the older urban areas in east Wirral will be competing on a more equal footing with outlying residential areas. Large areas of older stock will have been improved and replaced in Birkenhead, Seacombe and Tranmere. A new city neighbourhood will be being established at East Float to create an exemplary, sustainable, mixed-use waterside community, where new homes and a wide range of employment, education, leisure, community and cultural uses will create a new impetus for wider regeneration at the heart of the older urban area, reversing trends in the loss of population, particularly among younger age groups.

The density of jobs and businesses and rates of economic activity will be moving toward regional average levels and vacant land will be being brought back into productive economic use. Sustainable economic regeneration will be being driven by the major economic hubs of Birkenhead, Bromborough and the Ports, with strong transport links to Liverpool, Chester and North Wales, supported by a thriving network of town, district and local service centres and attractive, safe and healthy residential areas within each main Settlement Area.

Wirral's potential as a visitor and tourist destination will be focused on the quality of the Borough's natural environment; built heritage; country parks; and visitor and coastal facilities at Birkenhead, New Brighton, Leasowe, Hoylake, West Kirby, Thurstaston and along the Mersey coast.

Wirral's rural areas will be providing for an efficient and productive agricultural economy making full and effective use of the Borough's best and most versatile agricultural land, promoting local production and food security.

Development and investment will support and encourage a more sustainable pattern of travel that will reduce emissions; reduce the level of traffic along major routes; improve air quality; increase the use of public transport; and make greater use of alternative forms of transport such as walking and cycling.

There will be a greater emphasis, across all sectors, on securing sustainable approaches to design and construction; energy; water; flood risk, waste management; carbon impact; local employment and production; and mitigation, adaption and resilience to climate change.

6.3 The Council consulted on eleven Spatial Objectives for the Core Strategy in the Spatial Options Report in January 2010, which were reduced to seven in the Preferred Options Report in November 2010⁽¹⁰³⁾. The revised Spatial Objectives from the Preferred Options for the Core Strategy are now:

Preferred Spatial Objective 1 - Economic Revitalisation

To focus new employment development and investment within the existing employment areas in the Assisted Areas and existing centres

Preferred Spatial Objective 2 - Housing Growth and Market Renewal

To focus housing development and investment within the Newheartlands Pathfinder Area; the Mersey Heartlands Growth Point; and other vulnerable housing market areas.

103 twenty-nine potential objectives were also consulted on as part of the Core Strategy Issues, Vision and Objectives Report (February 2009)

Preferred Spatial Objective 3 - Transport Accessibility

To direct new development to locations with easy access to the existing centres and high frequency public transport corridors.

Preferred Spatial Objective 4 - Neighbourhood Services

To focus the provision of shops, services, health and community facilities on the existing centres which meet the everyday needs of local communities.

Preferred Spatial Objective 5 - Environmental Quality

To ensure that development and investment will enhance and improve the locally distinctive characteristics and assets listed in the Settlement Area Policies.

Preferred Spatial Objective 6 - Flood Risk

To direct new development away from areas that may be liable to flooding.

Preferred Spatial Objective 7 - New City Neighbourhood

To establish a new city neighbourhood at the heart of the older urban areas in Birkenhead.

7 Glossary

Glossary

Terminology	Abbreviation	Explanation
Accession software		A computer software package designed to calculate the accessibility of local services
Adoption		The stage at which the Council formally decides to adopt the final version of a Local Development Document to make it legally operative
Allocated		The identification of a specific piece of land for a specific type of development in the Unitary Development Plan
Allocation		The identification of a specific piece of land for a specific type of development in a Development Plan Document or the Unitary Development Plan
Area Action Plan	AAP	A Development Plan Document setting out detailed proposals for an identified part of the Borough
Biodiversity		A collective term for the full variety of biological life on earth including plants, animals and eco-systems
Building for Life		A Government endorsed standard method for assessing the quality of new housing development. Sites are scored against a series of twenty criteria which can be viewed at http://www.buildingforlife.org/
Business Enterprise and Regulatory Reform	BERR	The Government Department previously responsible for economic performance, trade promotion and energy now replaced by DECC
Category 1 Hazard		A Category 1 Hazard is the most severe rating within the new Housing Health and Safety Rating System. A hazard is a risk of harm to the health or safety of an actual or potential occupier of a dwelling or House in Multiple Occupation (HMO) arising from a deficiency in the dwelling or in any building or land in the vicinity (whether the deficiency arises as a result of the construction of any building, an absence of maintenance or repair, or otherwise)
Cabinet		A group of Local Councillors appointed by the Council to take executive decisions on behalf of the Council
Commission for Architecture and the Built Environment	CABE	The Government's advisor on architecture, urban design and public space
Communities and Local Government	CLG	The Government Department responsible for planning, building and the environment
Community Strategy		See "Sustainable Community Strategy"

Terminology	Abbreviation	Explanation
Conservation Area	CA	An identified area designated by the Council to allow the character and appearance of that area to be protected
Core Output Indicators		A measure used to determine whether key national policies are being achieved. The Indicators are defined by the Secretary of State and set out in national advice
Core Strategy		A Development Plan Document setting out the spatial vision and general strategy for the Borough
Corporate Plan		A public document prepared by the Council setting out the Council's main priorities for the future
Department of Energy and Climate Change	DECC	The Government Department responsible for all aspects of UK energy policy and for tackling global climate change on behalf of the UK
Department for Environment, Food and Rural Affairs	DEFRA	The Government Department responsible for sustainable development, environmental protection and rural policy
Department for Work and Pensions	DWP	The Government Department responsible for distributing national benefits and allowances such as jobseekers allowance, child support and pensions
Development Plan		The statutory Development Plan for the Borough, comprising the Regional Spatial Strategy and the Unitary Development Plan, until the Unitary Development Plan has been replaced by the Development Plan Documents in the Local Development Framework. Individual planning decisions must be made in accordance with the Development Plan unless material considerations indicate otherwise
Development Plan Document	DPD	A Local Development Document with status as part of the Development Plan for the Borough
Dock Estate		An area of land owned and operated by a port operator and set aside for port-related land uses in the Unitary Development Plan
East Float		The geographical area of the Birkenhead Dock Estate between Duke Street and Tower Road
Examination in Public		The process undertaken to examine the content of a Regional Spatial Strategy before it is issued by the Secretary of State
Green Flag Award		An annual award based on a national standard for the maintenance of parks and open spaces
Gross Value Added	GVA	A measure of the performance of the local economy
Growth Point		An area identified by the Government in which an accelerated level of housing delivery will be promoted

Terminology	Abbreviation	Explanation
Habitats Regulations Assessment	HRA	An assessment of the impact of emerging policies and proposals on European designated sites
Housing Health and Safety Rating System	HHSRS	The new risk assessment approach for housing which enables hazards to health and safety in dwellings to be identified and works to remove or minimise those hazards to be recommended. It is used to assess conditions in all private properties including those that are owner occupied, rented to single people and families, and houses in multiple occupation. Properties are assessed against 29 potential hazards. The likelihood and the severity of these hazards is then used to generate a hazard score
Housing Market Renewal Initiative Pathfinder Area	HMRI	The area of the Borough defined by the Secretary of State as the focus for public action to restructure the local housing market, also known as the Newheartlands Pathfinder, including parts of Birkenhead, Tranmere, Seacombe, Bidston and Liscard
Initial Consultation		The stage at which the scope and content of an emerging Development Plan Document or Supplementary Planning Document is decided in consultation with stakeholders
Inspectors Report		The report prepared by the Inspector following an Independent Examination, the findings of which the Council must comply with before a Development Plan Document or Statement of Community Involvement can be adopted
Interim Planning Policy Area	IPPA	The area of the Borough defined in the Council's Interim Planning Policy for New Housing Development (October 2005) as the target area for new housing development, focussed on New Brighton, Liscard, Seacombe, Leasowe, Birkenhead, Beechwood, Tranmere, Rock Ferry and parts of Bromborough
Interim Planning Policy for New Housing Development		A policy document adopted by the Council in October 2005, following public consultation, which sets out the Council's policies for the location of new housing development until an appropriate Development Plan Document is adopted
Issues and Options Report		A written report published by the Council to invite comments on the issues that need to be addressed in a Development Plan Document and the options that are available for dealing with them
Local Area Agreement	LAA	A formal agreement by the Council and other local service providers to meet a set of specific targets for the delivery of selected local services

Terminology	Abbreviation	Explanation
Local Development Document	LDD	A document prepared as part of the Local Development Framework for the Borough
Local Development Framework	LDF	The overall name for the collection of adopted Local Development Documents for the Borough
Local Development Order		An Order made by the Council to enable a wider range of development to take place without the need to apply to the Council for planning permission
Local Development Scheme	LDS	A document setting out the Council's proposals for the content of the Local Development Framework and the timetable for the preparation of individual Local Development Documents
LTP Partnership		The partnership responsible for preparing the Local Transport Plan
Mersey Heartlands Growth Point		An area, with the same boundary as the HMRI Pathfinder, which was designated as a New Growth Point in December 2008 to increase the national delivery of new housing
Merseyside		The land area covered by the local Councils of Liverpool, Wirral, Sefton, Knowsley and St Helens
Milestone		The date by which a stage or action in the preparation of a Local Development Document must be begun, as set out in the Local Development Scheme
Multi-Area Agreement	MAA	A multi-area agreement is designed to be cross-boundary local area agreement (LAA) bringing together key players in flexible ways to tackle issues that are best addressed in partnership, at a regional and sub-regional level
Newheartlands		One of ten nationally designated Housing Market Renewal Initiative Pathfinder Areas, which in Merseyside includes parts of Liverpool, Sefton and Wirral, which are designed to tackle low demand and housing market failure in areas of greatest need
NOMIS	NOMIS	A database of official labour market statistics, run on behalf of the Office for National Statistics
Office of National Statistics	ONS	The Government Department responsible for collecting and publishing official statistics about the UK's society and economy
Permitted Development		Development that can be undertaken without the need to apply to the Council for planning permission
Planning Inspector		A person appointed by the Secretary of State to carry out the Independent Examination of a Development Plan Document or Statement of Community Involvement

Terminology	Abbreviation	Explanation
Preferred Options		The stage at which the development options preferred by the Council, for inclusion in a Development Plan Document, are published, alongside an explanation of why they have been chosen
Previously Developed Land	PDL	Land that is or was occupied by a permanent structure and associated fixed surface infrastructure. The full definition is set out in national advice published by the Secretary of State. The definition was amended in June 2010 to include private garden land
Primarily Industrial Area	PIA	An area of land set aside for primarily industrial land uses in the Unitary Development Plan
Proposals Map		An annotated map showing the areas of land where the policies and proposals contained within the Unitary Development Plan or contained within in a Development Plan Document will apply
Regional Planning Guidance for the North West	RPG13	An old-style document published by the Secretary of State to guide the preparation of local Development Plans. Regional Planning Guidance was replaced by the Regional Spatial Strategy for the North West
Regional Spatial Strategy for the North West	RSS	A statutory document, issued by the Secretary of State, setting out the vision and priorities for future development within the North West Region, which has status as part of the Development Plan for the Borough
Registered Social Landlord	RSL	An organisation registered as a provider of housing to meet the needs of people unable to afford to own their own home
Scheduled Ancient Monument	SAM	An identified area designated by the Secretary of State on the basis of its national importance for archaeology
Secretary of State		The person appointed by the Prime Minister to have overall responsibility for the operation of the national planning system, currently the Secretary of State for Communities and Local Government
Site of Biological Importance	SBI	A site designated in the Unitary Development Plan on the basis of its local importance for nature conservation
Site of Special Scientific Interest	SSSI	A site designated by the Secretary of State on the basis of its scientific importance for nature conservation and/or earth science
Soundness		The standard against which a Development Plan Document or Statement of Community Involvement will be tested at an Independent Examination. The tests of soundness are set out in national policy published by the Secretary of State

Terminology	Abbreviation	Explanation
Stakeholder		A person or organisation with an interest in the future planning and development of the Borough
Statement of Community Involvement	SCI	A Local Development Document setting out local standards for community involvement in planning decisions
Statutory		A document or process which has a special legal status, as set out in national law
Strategic Environmental Assessment	SEA	A written assessment of the potential of the proposals contained within a Development Plan Document or Supplementary Planning Document to have significant effects on the environment, undertaken as part of the Sustainability Appraisal process
Strategic Regional Site	SRS	An area of land identified as a priority location for the promotion of the new business development needed by the North West Region
Submission		The stage at which a Development Plan Document or Statement of Community Involvement is submitted to the Secretary of State for consideration at an Independent Examination
Super Output Area	SOA	A geographical unit containing about 1,500 people used as the basis for the collection and analysis of national statistics
Supplementary Planning Document	SPD	A Local Development Document which provides additional information to assist in the delivery of an adopted policy within a Development Plan Document (or an adopted policy in the Unitary Development Plan until that policy has been replaced)
Sustainability Appraisal	SA	A written appraisal of the likely social, economic and environmental impact of the proposals contained within a Development Plan Document or Supplementary Planning Document
Sustainable Community Strategy	SCS	A strategy setting out the overall vision for the improvement of the area prepared under the Local Government Act 2000
Sustainable Development		The idea of ensuring a better quality of life for everyone, now and for future generations
The Mersey Partnership	TMP	The Sub Regional Partnership for Merseyside, responsible for the promotion of economic development, inward investment and tourism
Unitary Development Plan	UDP	An old-style Development Plan, which will be progressively replaced by the new-style Development Plan Documents contained within the emerging Local Development Framework
Use Class		A category of land use defined in national law
Use Class A1	A1	Land uses falling within the category of shops

Terminology	Abbreviation	Explanation
Use Class A2	A2	Land uses falling within the category of financial and professional services
Use Class B1 (a)	B1(a)	Land uses falling within the category of business, as an office which will not be used to provide services to the visiting public
Use Class B1 (b)	B1(b)	Land uses falling within the category of business, which will be used for research and development
Use Class B1 (c)	B1(c)	Land uses falling within the category of business, for an industrial process that can be carried out with in a residential area without harming the amenity of that area
Use Class B2	B2	Land uses falling within the category of general industry, which could not be carried out in a residential area without harming the amenity of that area
Use Class B8	B8	Land uses falling within the category of storage and distribution
Use Class D2	D2	Land uses falling within the category of assembly and leisure
Wirral Annual Destination Marketing Implementation Plan		A document setting out the objectives of the Council's Destination Marketing team, to effectively and efficiently market the Wirral Peninsula as a quality investment and visitor destination
Wirral Biodiversity Action Plan	WBAP	A document setting out local measures to enhance and safeguard Wirral's most important habitats and species
Water Framework Directive		A European Union Directive which requires that all coastal and inland waters within defined river basin districts must reach at least good status/potential by 2015
Wirral Waters		A project to create an internationally recognised city waterfront, focused on the East Float of the Birkenhead and Wallasey dock system
Workshop		A meeting used for the purpose of public consultation to seek people's views on particular issues related to the preparation of a Local Development Document

8 Appendices

Appendix 1

Unitary Development Plan for Wirral - Policies and Proposals No Longer in Force

Part One Policies:

- Policy HSG1 – New Dwelling Requirement
- Policy WMT1 – Landfill Provision

Part Two Policies and Proposals:

- Policy EM10 – Birkenhead and Eastham Dock Estates
- Policy EM11 – Bidston Observatory and the Proudman Oceanographic Laboratory
- Proposal HS2 – Land at Noctorum Way, Noctorum
- Proposal HS3 – Land to the East of Fender Farm, Moreton
- Proposal RE3 – New Neighbourhood Indoor Sports Facilities
- Proposal RE4 – New Neighbourhood Swimming Pool, Beechwood
- Policy RE5 – Criteria for the Protection of Playing Fields
- Policy RE7 – Criteria for the Protection of School Playing Fields
- Proposal TL3 – Land for Tourism Development at Wirral Waterfront
- Policy TL6 – The Control of Tourism in Port Sunlight
- Proposal TL8 – Land at the Former Derby Pool, New Brighton
- Proposal NC9 – Dibbinsdale Nature Centre
- Proposal TR4 – Birkenhead Central Bus Facility
- Policy WM10 – Requirements for the Environmental Assessment of Waste Disposal Facilities
- Policy WA7 – Heswall Drainage Catchment Area
- Policy CO3 – Tourism and Leisure in the Coastal Zone

Appendix 2 - Housing Land Supply Summary (April 2010)

Table 1 - Housing Land Supply with Planning Permission at 31 March 2010 (Gross)

	Previously Developed	Greenfield	Total
(i) New build sites identified			
Sites under construction > 0.4 ha	795	79	874
Units not started + under construction			
Sites not started > 0.4 ha	795	2	797
Units not started (with pp)			
Sites under construction < 0.4 ha	522	1	523
Units not started + under construction			
Sites not started < 0.4 ha	606	6	612
Units not started (with pp)			
Total identified sites	2,718	88	2,806
(ii) Future net gain from conversions	250	0	250
Total dwelling supply 2009-2014	2,968	88	3,056
% previously developed land			97.12%

Source WMBC Housing Land Availability

Sites in category (i) - include greenfield commitments (sites under construction and not started with extant planning permission), together with all previously developed sites with extant planning permission or under construction. The contribution to be made by net gain from conversions (category (ii)) is set at a rate of 50 units per annum for 5 years, the rate recommended by the UDP Inquiry Inspector at paragraph 3.81 of his report. Table 3 shows actual rates of delivery.

Table 1 excludes a number of uncommenced sites allocated for housing, which have been treated as follows:

UDP Ref	Status	Reason	Capacity
HS1/4 - North of Rose Brae	PDL	not available - owner currently unwilling to dispose of for housing	130
HS1/5 - Laird Street Bus Depot	PDL	not available - site redeveloped for new bus depot	100
HS1/7 - Manor Drive, Moreton	greenfield	no planning permission therefore discounted	60
HS1/17 - SE Social Centre, Bebington	greenfield	no planning permission therefore discounted	15

Available supply to set against the annual average RSS requirement of 500 net additional units is 3,056 dwellings, representing 6.12 years supply, gross.

This supply does not include additional sites without planning permission assessed as part of the Wirral Strategic Housing Land Availability Assessment (Roger Tym and Partners, July 2010).

Appendix 2 - Housing Land Supply Summary (April 2010)

Table 2 - Recent Demolition Rates

A	B	C	D	E
Year	Total Demolitions	RSS Inner Area	RSS Outer Area	RSS Rural Area
2001/2002	303	255	8	40
2002/2003	450	325	73	52
2003/2004	212	110	89	13
2004/2005	419	256	138	25
2005/2006	277	113	153	11
2006/2007	215	164	25	26
2007/2008	230	205	12	13
2008/2009	242	195	43	4
2009/2010	131	92	5	34
5 year total	1,095	769	238	88
5 year annual average	219	154	48	18
Projected demolitions	250	200	40	10

Table 8.1

Source: Wirral MBC, both local authority and private sector demolitions

The figures for projected demolitions are those submitted to the Regional Spatial Strategy Examination in Public, based on an assumption of 200 demolitions within the New Heartlands Housing Market Renewal Pathfinder Area, equivalent to the former RSS Inner Area.

The projected demolitions for the RSS Outer Area and RSS Rural Area are the projected demolitions submitted to the Examination in Public for the areas outside the Newheartlands Pathfinder.

Appendix 2 - Housing Land Supply Summary (April 2010)

Table 3 - Net Change in Dwelling Stock

A	B	C	D	E	F
Year	Total Demolitions	Total Net Conversions	Total New Build	Net Change (C+D)-B	Surplus above RSS
2001/2002	303	104	378	179	(19)
2002/2003	450	43	591	184	(24)
2003/2004	212	74	581	443	-57
2004/2005	419	81	440	102	-398
2005/2006	277	55	442	220	-280
2006/2007	215	115	606	506	6
2007/2008	230	155	639	564	64
2008/2009	242	154	422	334	-166
2009/2010	131	47	284	200	-300
5 year total	1095	526	1393	1824	-676
5 year annual average	219	105	479	364	-136

Table 8.2

Source: Wirral MBC, both local authority and private sector demolitions

Surplus figures in brackets relate to the period before the issue of the Regional Spatial Strategy in September 2008.

Conversion performance is supported by a current supply of 597 units made up of 137 units from conversions with planning permission not started, 134 units from conversions under construction, 138 units from changes of use with planning permission not started and 188 units from changes of use under construction at 31 March 2010.

Appendix 2 - Housing Land Supply Summary (April 2010)

Table 4 - Windfall Site Generation

A	B	C	D	E	F
Year	Base New Build Supply	Gross Completions (including conversions)	Draft Year End Residual Supply (B-C)	Actual Year End New Build Supply	Derived New Build Windfalls (E-D)
2001/2002	2,426	525	1,901	2,289	388
2002/2003	2,289	645	1,644	1,580	-64
2003/2004	1,580	686	894	1,764	870
2004/2005	1,764	531	1,233	2,590	1,357
2005/2006	2,590	511	2,079	3,249	1,170
2006/2007	3,249	736	2,513	3,143	630
2007/2008	3,143	820	2,323	3,244	921
2008/2009	3,244	599	2,645	3,596	951
2009/2010	3,596	340	3,256	2,806	450
5 year annual average	3,164	601	2,563	3,208	824

Table 8.3

Source: Wirral MBC, annual housing land availability schedules, new build completions, net and gross change from conversions

205 units have been discounted from the supply from 2002/2003 onwards (see Table 1 above) as they were greenfield allocations without planning permission or previously developed allocations that were no longer currently available.

Appendix 3 - Housing Land Supply Schedule (April 2010)

Please see separate spreadsheet.

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2009/10 - APPENDIX 3																				
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																				
Site ref	Address	Site Area (ha)	Ucon	Nstd	Planning App No.	Status	PP Date	date comm	Tenure	dev type	landuse	tot cap	area avail	density	land type	Inner	Outer	Rural	IHPA	Ward
NEW BUILD		SITES OVER 0.40HA - UNDER CONSTRUCTION																		
34430	Ph3, Barton Hey Drive, Caldby	4.99	1	0	W/APP/1998/6867	UC	10/05/99	25.06.1998	R	3	UL01AH	42	4.99	8.42	g				y	West Kirby and Thurstaston
466420	S Ditton Lane, Leasowe HS1/2	4.05	1	0	W/APP/2000/6648	UC	06/01/99	23.09.1999	O	3	UL01AH	95	0.04	23.46	g				y	Leasowe and Moreton East
191730	Noctorum Way, NoctorumHS1/1	3.85	60	0	W/APP/2003/5315	UC	06/06/00	04.02.2002	P	3	UL01AH	105	2.20	27.27	g		y			Cloughton
253920	Rowmac, Pump Lane, Greasby	2.62	2	0	W/APP/1997/6220	UC	17/01/85	26.06.1987	P	3	AG08AA	58	0.09	22.18	g				y	Greasby Frankby and Irby
191710	S Noctorum Way, Noctorum HS1/1	2.35	6	2	W/APP/2000/5541	UC	16/06/00	09.08.2000	P	3	UL01AH	51	0.37	21.70	g		y			Cloughton
5920	Leasowe Rd/Ditton La, Leas (Castle Grange/Castleford)	2.10	3	0	W/APP/1991/5739	UC	17/01/92	17.01.1992	P	1	UL01AH	78	2.10	37.14	g				y	Leasowe and Moreton East
6068	Ph2 Best Hms, W Millhs L, More	0.73	4	0	W/APP/1993/6477	UC	29/09/73	14.07.1993	P	3	UL01AH	30	0.10	41.10	g				y	Moreton West and Saughall Massie
566900	N/W/S 377-578 New Chester Road, Bromborough	5.54	28	114	W/APP/2009/5791	UC	27/08/09	26.07.2007	P	1	MA03AG	192	5.54	34.66	b		y			Bromborough
254310	Ceres/Merle Dene, Eleanor Rd	4.83	1	3	W/APP/1995/5125	UC	10/11/95	10.11.1995	O	1	RS02AC	103	0.19	21.35	b		y			Bidston and St James
573910	Fiveways 1, Bedford Rd, Rochester Rd, Rock Ferry	4.44	52	47	W/OUT/2006/7397	UC	15/02/08	16.07.2008	R	3	RS02A	128	3.43	28.83	b	y				Rock Ferry
535810	Berwick Close, Beechwood	3.02	0	23	W/APP/2004/6217	UC	20/08/04	23.02.2007	O	1	UL01BA	54	1.29	17.88	b		y			Bidston and St James
504500	Carlett Park, Eastham	2.98	33	0	W/APP/2000/6847	UC	16/08/02	07.01.2003	O	1	ED01FB	86	1.14	28.86	b		y			Eastham
540300	Fairbeech Mews, Beechwood Drive, Beechwood	2.72	30	9	W/APP/2006/6529	UC	09/05/05	29.06.2006	O	1	UL01BA	90	1.18	33.15	b		y			Bidston and St James
6050	SW Millhouse PH, More	2.08	2	0	W/APP/1992/5912	UC	14/08/92	25.09.1992	R	3	UL01AC	62	2.08	29.81	b				y	Moreton West and Saughall Massie
521700	Leasowe Primary/Cameron Rd, Leasowe	2.05	5	19	W/APP/2009/5526	UC	14/08/09	07.12.2006	O	1	UL01BA	127	0.39	61.95	b				y	Leasowe and Moreton East
431000	Fmr Birkenhead Institute, Toll	1.74	3	7	W/APP/1996/5212	UC	22/03/95	01.07.1996	O	1	ED01DC	64	0.27	36.74	b		y			Cloughton
478600	Larton Woods Dairy, Newton	1.72	0	2	W/APP/1999/6030	UC	09/12/99	08.03.2000	O	1	RS03AA	43	0.08	24.97	b				y	West Kirby and Thurstaston
594100	79 Gorse Lane Poulton	1.48	70	0	W/APP/2008/6955	UC	06/03/09	08.05.2009	H	1	ED01	70	1.48	47.30	b	y				Seacombe
542100	Adj 84 Statham Rd, Bidston	1.32	0	1	W/APP/2006/5560	UC	24/07/06	24.07.2006	O	2	UL01	33	0.04	24.92	b		y			Bidston and St James
550200	Hoylake Rd/St James Rd/Stanley Rd, Bidston	1.26	5	0	W/APP/2005/6970	UC	09/12/05	05.06.2006	R	1	ST03AA	90	0.07	71.49	b		y			Bidston and St James
587100	Former Site of The Dell Primary School, The Dell	1.20	21	46	W/APP/2008/5589	UC	15/08/08	15.08.2008	R	3	ED01BC	67	1.2	56.02	b	y				Birkenhead & Tranmere
47100	Winthrop Pk, Howbeck Rd, Oxta	1.02	1	0	W/APP/2000/6920	UC	29/05/75	03.08.1980	P	1	UL01BA	10	0.10	9.80	b		y			Cloughton
539510	N of Southend Social Centre, Tranmere	1.00	27	0	W/APP/2004/8021	UC	04/02/05	16.01.2006	O	1	RS02AC	71	0.38	71.00	b	y				Birkenhead and Tranmere
581900	Unused Land, Borough Road, Oxta	1.00	34	21	W/APP/2009/6377	UC	23/02/10	19.02.2010	P	1	UL01BA	56	0.98	56.00	b		y			Birkenhead and Tranmere
592000	Unused Land, Home Farm Road, Woodchurch	0.93	1	0	W/APP/2008/6459	UC	20/11/08	20.03.2009	H	1	UL01BA	14	0.93	15.05	b				y	Upton
459300	Fmr Homecroft Nursing Home, Mountwood	0.88	1	0	W/APP/2001/5337	UC	21/10/76	20.01.2000	O	1	CM01CK	4	0.22	4.53	b		y			Prenton
572600	Sydenham Ho, Port Causeway, Bromborough	0.88	12	0	W/APP/2007/6176	UC	05/10/07	15.01.2008	P	1	MA04AA	47	0.22	53.41	b		y			Bromborough
593600	Rr 11-25 Mossy Bank, 26-42 Guildford St & Royston Ave	0.83	24	10	W/APP/2008/6685	UC	30/01/09	09.12.2009	H	1	RS02AH	34	0.83	40.96	b	y				Liscard
560200	Marymount Covent, Love Lane, Liscard	0.81	17	0	W/APP/2006/7267	UC	27/01/06	08.06.2007	P	1	ED01B	57	0.24	70.24	b		y			Liscard
441500	Fmr St Annes Prim Sch, Rock Ferry	0.75	2	0	W/APP/1998/5493	UC	22/05/98	28.07.1997	H	1	UL01BA	24	0.06	32.00	b		y			Rock Ferry
522500	Sandy Lane, Heswall	0.73	1	0	W/APP/2004/7149	UC	12/11/04	21.02.2005	O	1	RS02AC	22	0.03	30.14	b				y	Heswall
494600	West Brow, Eleanor Rd, Bidston	0.70	1	2	W/APP/2000/7262	UC	09/03/01	12.12.2001	O	1	RS02AC	8	0.26	11.40	b		y			Bidston and St James
91500	Glen View, Raby Dr, Raby	0.64	1	0	W/APP/1994/6004	UC	14/10/94	08.06.1995	P	1	RS02AC	3	0.21	4.70	b				y	Clatterbridge
563900	Lee Farm, Station Rd, Thurstaston	0.62	1	0	W/APP2007/5249	UC	04/04/07	24.04.2007	P	1	RS03AA	1	0.62	1.61	b				y	West Kirby and Thurstaston
537400	Aspendale Rd, Tranmere	0.60	1	1	W/APP/2005/5086	UC	18/02/05	01.11.2005	H/O	1	UL01BA	20	0.06	33.33	b	y				Birkenhead and Tranmere
376700	Rosefield, Plymyard Ave, Brom	0.54	1	0	W/APP/1994/6123	UC	01/11/94	25.11.1994	O	1	CM01CK	12	0.05	22.22	b		y			Eastham
594000	864 New Chester Road, Bromborough	0.53	49	0	W/APP/2008/6946	UC	20/02/09	13.11.2009	H	1	CM04AC	49	0.53	92.45	b		y			Eastham
120200	Parkside Children's Home, Overchurch Rd	0.51	10	0	W/APP/2000/5832	UC	28/07/00	24.04.2003	P	1	CM04AA	42	0.12	82.35	b				y	Moreton West and Saughall Massie
327900	Gdn Sth Callotts, Mill Hey Rd, Cal	0.47	1	0	W/APP/2000/5836	UC	16/06/00	01.06.2005	O	2	RS02AC	1	0.47	2.13	b				y	West Kirby and Thurstaston
413900	NE Eldon Ho, Village Rd, Oxta	0.47	6	0	W/APP/1997/6668	UC	27/05/98	28.04.1998	O	2	RS02AC	7	0.40	14.91	b		y			Oxta
537800	W 59 Ford Way, Upton	0.45	11	0	W/APP/2004/6215	UC	23/07/04	15.02.2006	O	1	UL01BA	13	0.38	28.82	b				y	Upton
535600	Fmr Bowler Hat Hotel, 2 Talbot Rd, Oxta	0.44	0	8	W/APP/2005/5328	UC	24/06/05	04.08.2005	O	1	RS01	36	0.10	81.19	b		y			Oxta
572800	Tynenham, King Drive, Caldby	0.44	1	0	W/APP/2007/7268	UC	16/07/08	24.01.2008	P	1	RS02AC	1	0.44	2.27	b				y	West Kirby and Thurstaston
502100	N 23 Pine Tree Grove, Moreton	0.43	2	0	W/APP/2001/5938	UC	28/09/01	15.05.2002	O	2	RS02AB	12	0.07	27.91	b				y	Leasowe and Moreton East
538220	New Hey Rd, Woodchurch	0.43	9	2	W/APP/2005/5086	UC	18/02/05	10.04.2006	R	3	UL01BA	19	0.25	44.39	b	y				Upton

477300	Bidston Lodge, Vyner Rd S	0.41	4	0	W/APP/1999/7007	UC	23/12/99	02.03.2000	O	1	CM04AC	4	0.41	9.76	b		y			Cloughton
540900	Cabin Club, Noctorum	0.40	8	2	W/APP/2004/7222	UC	02/11/07	26.10.2007	O	1	UL01BA	15	0.27	37.50	b		y			Cloughton
519100	51-53 Column Rd, Newton	0.40	2	0	W/APP/2004/6008	UC	16/06/04	20.09.2005	O	1	RS02AB	6	0.13	15.02	b			y		West Kirby and Thurstaston
			555	319	874															
	NEW BUILD				SITES OVER 0.40HA - NOT STARTED															
6071	Earlwood Close, Moreton	0.94	0	2	W/APP/1997/6916	NS	20/02/98	NA	R	3	UL01AH	37	0.94	39.36	g			y		Moreton West and Saughall Massie
579000	Church Road, Tranmere	3.38	0	155	W/OUT/2007/6066	NS	25/01/08	NA	P	1	UL01BA	233	2.25	68.93	b	y			y	Birkenhead and Tranmere
546500	Unused Land (Cleared) Fox Street Birkenhead	3.05	0	14	W/APP/2008/6883	NS	20/02/09	NA	P	1	UL01BA	14	0.2	4.59	b	y			y	Birkenhead & Tranmere
595800	Former St Benedicts New Hey Road Woodchurch	3.05	0	190	W/APP/2007/6459	NS	27/01/09	NA	P	1	ED01	190	3.05	62.30	b			y		Upton
573920	Fiveways 2, Bedford Rd, Rochester Rd, Rock Ferry	2.35	0	135	W/OUT/2006/7396	NS	05/10/07	NA	R	3	RS02A	135	2.35	57.45	b	y			y	Rock Ferry
597100	North of 146-168 Dock Road North, Bromborough	2.20	0	74	W/APP/2006/7366	NS	25/06/09	NA	P	1	ST02	74	2.20	33.64	b		y		y	Bromborough
186300	Land at 537 New Chester Rd, Tranmere	1.20	0	96	W/APP/2007/5888	NS	13/07/07	NA	P	1	WH01AC	96	1.20	80.00	b	y			y	Rock Ferry
550100	23-31 Vyner Rd South, Bidston	1.20	0	12	W/APP/2008/5989	NS	22/08/08	NA	P	1	RS02AC	12	1.20	10.03	b		y			Cloughton
566100	Marine Promenade, New Brighton	0.90	0	37	W/APP/2007/5526	NS	18/05/07	NA	P	1	LE01DG	37	0.90	41.11	b		y		y	New Brighton
225100	N Hawkstone, Stanley Ave, Be	0.56	0	3	W/DLS/2007/6795	NS	15/02/08	NA	O	2	RS02AC	3	0.56	5.36	b		y			Prenton
547720	Flaybrick Water Works, Boundary Rd, Bidston	0.46	0	14	W/DLS/2008/6830	NS	03/04/09	NA	P	1	UT03AA	14	0.46	30.68	b		y			Cloughton
566700	Warren Point, 51A&53 Warren Drive, New Brighton	0.44	0	18	W/DLS/2007/6959	NS	09/01/08	NA	P	1	RS02AC	18	0.44	40.91	b		y			Wallasey
486400	5 Morello Drive, Spital	0.44	0	5	W/APP/2009/5023	NS	22/06/09	NA	O	1	RS02AC	5	0.44	11.42	b		y			Clatterbridge
572500	156-162 Bedford Rd, Rock Ferry	0.43	0	32	W/DLS/2008/6932	NS	18/05/07	NA	P	2	RT01	32	0.43	74.42	b	y			y	Rock Ferry
579400	Odd Acre, Montgomery Hill, Caldly	0.41	0	1	W/APP/2007/7331	NS	07/03/08	NA	P	1	RS02AC	1	0.41	2.44	b			y		West Kirby and Thurstaston
552000	129 Mount Road, Higher Bebington	0.40	0	9	W/DLS/2008/6839	NS	23/06/09	NA	P	1	RT01DD	9	0.40	22.34	b		y			Bebington
			0	797	797															
	ALLOCATIONS				SITES OVER 0.40HA - NOT INCLUDED															
HS1/7	W Manor Drive, Moreton	3.04	0	60						3	AG08AA	60	3.04	19.74	g			y		Leasowe and Moreton East
176820	Ph2 Priory Wharf, Birkenhead (UDP HS1/4)	2.05	40	34		UC				1	UL01BA	120	1.26	58.62	b	y			y	Birkenhead and Tranmere
	NEW BUILD				SITES UNDER 0.40HA - UNDER CONSTRUCTION															
435200	E 50 Pipers Lane, Heswall	0.09	1	0	W/APP/1999/6448	UC	14/09/95	10.08.2000	O	2	UL01A	1	0.09	11.11	g			y		Heswall
505100	Pershore House Sch, 9 Prenton La, Prenton	0.39	6	0	W/APP/2002/6661	UC	18/10/02	17.09.2002	O	1	ED	24	0.10	61.54	b		y			Prenton
531700	Rr of 30/34 Vyner Rd, South, Bidston	0.38	1	0	W/APP/2004/6849	UC	24/09/04	26.01.2005	O	2	RS02AC	3	0.13	7.88	b		y			Cloughton
559200	Hotel Victoria, Albion St, New Brighton	0.38	41	0	W/APP/2005/7397	UC	06/01/06	02.10.2008	P	1	RT03AA	41	0.38	108.09	b		y		y	New Brighton
558510	Rocklands & Gorsebank, Upton Rd, Cloughton	0.37	16	0	W/APP/2005/7302	UC	06/01/06	27.04.2007	P	1	RS02AG	18	0.33	48.53	b		y			Cloughton
525600	Adj Barley House, Kings Drive, Caldly	0.36	1	0	W/APP/2006/6429	UC	12/10/06	11.04.2006	O	2	RS02AC	1	0.36	2.78	b			y		West Kirby and Thurstaston
70700	W Southmead, Long Hey Rd, Caldly	0.35	1	0	W/APP/2002/5596	UC	31/05/02	15.05.2003	O	2	RS02AC	1	0.35	2.86	b			y		West Kirby and Thurstaston
515000	Rr Bracken Bank, 19 Dawstone Rd, Heswall	0.35	4	0	W/APP/2005/5610	UC	09/05/05	13.01.2004	O	2	RS02AC	4	0.35	11.57	b			y		Heswall
194600	W & N 235/237 Rake Lane, New Brighton	0.33	10	6	W/APP/2001/6109	UC	23/08/01	23.08.2001	P	1	RT01	17	0.31	51.52	b		y		y	New Brighton
336400	E 51-63 Borrowdale Road, Moreton	0.33	1	0	W/APP/2000/5714	UC	19/04/91	24.10.2001	O	2	RS02A	7	0.05	21.21	b			y		Moreton West and Saughall Massie
563700	W of 12 Mill Park Drive, Eastham	0.33	6	0	W/APP/2006/5993	UC	16/08/06	29.01.2008	P	1	RT01AG	6	0.33	18.18	b		y			Eastham
519000	Mill Hill, Poulton Royd Dr, Poulton Spital	0.31	1	0	W/APP/2005/6321	UC	20/07/05	27.07.2005	O	2	RS02AC	1	0.31	3.18	b		y			Clatterbridge
549100	Wirral Grammar Sch Boys, Cross La, Bebington	0.31	12	0	W/APP/2009/5911	UC	02/10/09	28.01.2010	P	1	ED01DA	12	0.31	39.10	b		y			Bebington
66600	Westridge, Ingestre R, Oxtun	0.29	1	0	W/APP/1991/5763	UC	07/06/91	22.02.1980	O	1	RS02AA	6	0.29	20.69	b		y			Oxtun
549900	Great Western Social Club, 8 Park Rd West, Cloughton	0.29	20	0	W/APP/2005/6847	UC	18/11/05	02.08.2007	P	1	CM06BE	20	0.29	69.93	b		y			Cloughton
132500	W & S Braeside, 13 Prenton La, Pren	0.28	1	0	W/APP/2002/7637	UC	26/03/79	23.10.2003	P	2	RS02AC	2	0.14	7.14	b		y			Prenton
489800	Windrush, 15 Links Hey Rd, Caldly	0.27	1	0	W/APP/2001/6262	UC	28/09/01	31.03.2003	O	1	RS02AC	1	0.27	3.74	b			y		West Kirby and Thurstaston
89810	N Malew, Kylemore Way, Pensby	0.26	4	0	W/APP/2006/6748	UC	24/05/84	14.09.1984	P	2	RS02A	7	0.15	26.92	b			y		Pensby and Thingwall
411200	77-79 Thingwall Road, Irby	0.26	2	1	W/APP/2008/6046	UC	22/08/08	05.12.2008	O	1	RS02AC	3	0.26	11.72	b			y		Greasby Frankby and Irby
548200	Windrush, 85 Pipers Lane, Heswall	0.25	1	0	W/APP/2005/6307	UC	05/08/06	31.05.2006	P	1	RS02AC	1	0.25	4.06	b			y		Heswall
427420	Dawstone Rise, Gayton	0.24	0	1	W/APP/1998/5715	UC	10/07/98	09.01.1998	O	2	RS02AC	2	0.12	8.33	b			y		Heswall
497400	Rr 1 Birchmere, Heswall	0.24	1	0	W/APP/2001/5587	UC	20/06/01	18.03.2002	O	2	RS02AC	1	0.24	4.17	b			y		Heswall
557100	Garage, 112 Rodney St, Tranmere	0.24	4	0	W/APP/2008/6913	UC	13/06/08	13.06.2008	P	2	TR02AA	4	0.24	16.92	b	y			y	Birkenhead and Tranmere
91000	NE Veldun, Old Mill Cl, Gayton	0.22	0	1	W/APP/23021S	UC	28/07/83	18.09.1981	P	2	RS02AC	3	0.07	13.64	b			y		Heswall
501800	Dibbinsdale Lodge, Dibbinsdale Rd	0.20	1	0	W/APP/2001/7275	UC	08/01/02	02.04.2002	O	1	CM04AC	1	0.20	5.00	b		y			Clatterbridge

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522600	E Holm Cottage, Holmside La, Oxton	0.08	1	0	W/APP/2003/6082	UC	29/09/03	22.05.2008	P	2	RS02AC	2	0.04	25.00	b		y			Oxton
530300	2 Noctorum Avenue, Noctorum	0.08	3	0	W/APP/2004/7043	UC	07/10/04	28.09.2004	O	1	RS02AC	3	0.08	37.50	b		y			Claughton
533800	26 Sandy Lane, Irby	0.08	1	0	W/APP/2006/5586	UC	10/05/06	03.06.2005	O	1	RS02AB	1	0.08	12.50	b			y		Greasby Frankby and Irby
584100	138 Thingwall Rd, Irby	0.08	1	0	W/APP/2008/6201	UC	06/08/07	22.05.2008	P	1	RS02AC	1	0.08	12.50	b			y		Pensby and Thingwall
551800	36-38 Manor Road, Liscard	0.08	7	0	W/APP/2005/7818	UC	02/03/06	13.06.2006	P	1	UL02AB	7	0.08	89.56	b		y		y	Liscard
501300	Albion Garages, Albion St, New Brighton	0.08	1	0	W/APP/2003/7007	UC	28/11/03	19.04.2004	O	1	TR01DD	7	0.01	91.15	b		y		y	New Brighton
547800	2A Gerald Rd, Oxton	0.07	5	0	W/APP/2005/6232	UC	10/08/05	22.03.2007	P	1	RS02AB	5	0.07	67.51	b		y			Oxton
442700	97 St Andrews Rd, Bebington	0.07	1	0	W/APP/2002/7677	UC	15/04/96	06.03.2007	O	2	RS02AC	1	0.07	13.97	b		y			Clatterbridge
162600	Wallasey Sch of Ballet, St Hilary Brow	0.07	2	0	W/APP/2005/6402	UC	24/08/05	21.11.2005	P	1	ED01FI	2	0.07	28.57	b		y		y	Liscard
484400	NE 6 Highcroft Ave, Bebington	0.07	2	0	W/APP/2000/5315	UC	31/03/00	12.07.2000	O	2	RS02AG	2	0.07	28.57	b		y			Bebington
553600	119A Milner Road, Barnston	0.07	1	0	W/APP/2006/5162	UC	12/04/06	24.07.2006	P	1	RS02AB	1	0.07	14.29	b			y		Heswall
562400	N 19A Caldly Road, West Kirby	0.07	1	0	W/APP/2008/6337	UC	12/05/06	18.06.2007	O	2	RS02AC	1	0.07	14.29	b			y		West Kirby and Thurstaston
472100	58 Village Rd, Higher Bebington	0.07	3	0	W/APP/2000/6350	UC	29/09/00	17.02.2003	O	1	TR02	3	0.07	46.08	b		y			Bebington
518120	Rr 63 Victoria Road, Tranmere	0.06	4	0	W/APP/2006/6953	UC	27/11/06	09.05.2006	O	1	RS02AC	6	0.04	94.15	b	y			y	Birkenhead and Tranmere
525900	11 Atherton St, New Brighton	0.06	5	0	W/APP/2005/5808	UC	15/08/05	13.12.2004	O	1	CM01CK	5	0.06	78.68	b		y		y	New Brighton
310900	North End Park Lodge, 136 Eleanor Rd, Bidston	0.06	1	0	W/APP/1999/5906	UC	16/04/87	05.06.2000	O	1	TR02CC	1	0.06	16.67	b		y			Bidston and St James
474800	Land rear of 4, 6A & 6B Mill Hill Road, Irby	0.06	1	0	W/APP/2009/6540	UC	23/02/10	15.03.2004	O	2	RS02AG	1	0.06	16.67	b			y		Greasby Frankby and Irby
494100	E 31 Peel Ave, Tranmere	0.06	2	0	W/APP/2003/5065	UC	07/03/03	02.07.2004	O	2	UL01AH	2	0.06	33.33	b	y			y	Rock Ferry
499900	S 62 Egerton Park, Bebington	0.06	1	0	W/APP/2001/6984	UC	11/01/02	12.02.2002	O	2	RS02	1	0.06	16.67	b		y		y	Rock Ferry
545000	65 Stanley Rd, New Ferry	0.06	3	0	W/APP/2005/5297	UC	05/04/05	23.10.2007	O	1	RS02AC	3	0.06	51.76	b		y		y	Bromborough
560100	N 13 Mallaby St, Birkenhead	0.06	9	0	W/APP/2005/6290	UC	27/01/06	05.10.2007	P	1	MA	9	0.06	157.70	b	y			y	Bidston and St James
515400	Castle View, Ditton La, Leasowe	0.06	1	0	W/APP/2003/6576	UC	12/11/03	27.01.2004	O	1	RS02AB	1	0.06	18.04	b			y	y	Leasowe and Moreton East
535300	W Redcliffe, 34 Wellington Rd, New Brighton	0.05	1	0	W/APP/2004/6400	UC	08/11/04	100.6.2005	O	2	RS02A	1	0.05	18.95	b		y			New Brighton
68820	Adj 57 Osmaston Rd, Prenton	0.05	1	0	W/APP/2007/6637	UC	12/11/07	23.04.2009	O	2	RS02AC	1	0.05	20.00	b		y			Prenton
362800	W 8 Brian Ave, Irby	0.05	1	0	W/APP/2000/6235	UC	01/05/90	08.02.2001	O	2	RS02AG	1	0.05	20.00	b			y		Pensby and Thingwall
425500	18 Grosvenor Road, New Brighton	0.05	3	0	W/APP/1994/6366	UC	20/10/94	29.10.1996	O	1	RT02AA	5	0.03	100.00	b		y		y	New Brighton
488900	Rose Cottage, Frankby Stiles, Frankby	0.05	1	0	W/APP/2000/5105	UC	06/07/00	05.07.2001	O	1	RS02AB	1	0.05	20.00	b			y		Greasby Frankby and Irby
511200	19 Fountain St, Tranmere	0.05	6	0	W/APP/2002/7394	UC	05/02/03	29.09.2003	O	1	UL01BA	6	0.05	120.00	b		y		y	Birkenhead and Tranmere
519800	W 49 Wood La, Greasby	0.05	1	0	W/APP/2004/8057	UC	15/02/05	27.07.2007	O	2	RS02AC	1	0.05	20.00	b			y		Greasby Frankby and Irby
526300	2-8 Balls Rd, Oxton	0.05	15	0	W/APP/2007/6946	UC	09/11/07	21.01.2009	R	1	UL01BA	15	0.05	300.00	b	y			y	Birkenhead and Tranmere
555500	98 Whitfield Lane, Barnston	0.05	1	0	W/APP/2006/6281	UC	24/08/06	21.09.2006	P	1	RS02AC	1	0.05	20.00	b			y		Heswall
570000	20 Bradman Rd, Moreton	0.05	1	0	W/APP/2007/5242	UC	30/04/07	06.08.2007	P	1	RS02AB	1	0.05	20.00	b			y		Moreton West and Saughall Massie
326100	S 34 Kenmore Rd, Prenton	0.04	1	0	W/APP/1988/5487	UC	19/05/88	04.12.1989	O	2	RS02AG	1	0.04	25.00	b		y			Prenton
370000	SW 2 Sherlock Lane, Poulton	0.04	2	0	W/APP/1990/7529	UC	01/02/91	31.10.1991	O	2	UL01BA	2	0.04	50.00	b	y			y	Seacombe
376400	S 74 Slatery R, Oxton	0.04	3	0	W/APP/1993/5724	UC	05/07/91	05.06.1998	O	1	UL01BA	3	0.04	75.00	b			y		Oxton
400900	W 9 Sherlock Lane/N 6 Norwood Rd, Poulton	0.04	1	0	W/OUT/2002/5069	UC	07/03/02	21.04.2004	O	1	UL01BA	1	0.04	25.00	b	y			y	Seacombe
468800	Rr 11 St David Road, Eastham	0.04	1	0	W/APP/1998/6126	UC	11/09/98	02.07.1999	O	1	RS02AG	1	0.04	25.00	b		y			Eastham
471400	S 7 Gorse Rd, Meols	0.04	1	0	W/APP/2007/6616	UC	18/10/07	13.11.2007	O	2	RS02AG	1	0.04	25.00	b			y		Hoylake and Meols
534100	Willowbank, Oldfield Road, Heswall	0.04	1	0	W/APP/2002/5966	UC	26/02/03	16.06.2005	O	2	RS02AC	1	0.04	25.00	b			y		Heswall
536900	11 Elm Grove, Tranmere	0.04	1	0	W/APP/2005/6271	UC	24/08/05	19.10.2005	O	1	UL01BA	1	0.04	25.00	b	y			y	Birkenhead and Tranmere
565700	Belgrano, 27 Castlefields, Leasowe	0.04	1	0	W/APP/2006/6715	UC	18/10/06	06.09.2007	P	1	RS02AC	1	0.04	25.00	b			y	y	Leasowe and Moreton East
582700	Land rear of 15 Sandfield Road	0.04	1	0	W/APP/2009/5606	UC	22/07/09	01.10.2009	P	1	UL01BA	1	0.04	25.00	b		y		y	New Brighton
535200	29 Burden Rd, Moreton	0.04	1	0	W/APP/2005/6045	UC	24/06/05	28.7.2005	O	1	RS02AB	1	0.04	28.43	b			y		Moreton West and Saughall Massie
542500	171-179 Rodney St, Tranmere	0.03	1	3	W/APP/2005/7831	UC	24/01/06	24.01.2006	O	1	UL01BA	4	0.03	116.89	b	y			y	Birkenhead and Tranmere
560000	75-79 Holt Hill, Tranmere	0.03	2	0	W/APP/2005/7568	UC	05/01/06	07.09.2007	P	1	UL01BA	2	0.03	58.94	b	y			y	Birkenhead and Tranmere
524400	Rr 20/22 Brookhurst Rd, Bromborough	0.03	1	0	W/APP/2004/6696	UC	08/09/04	29.09.2004	O	2	RS02AC	1	0.03	32.24	b			y		Clatterbridge
255600	Rr 52 Church Rd, Bebington	0.03	1	0	W/APP/2001/5649	UC	22/07/02	22.07.2002	O	2	RS02AG	1	0.03	33.33	b		y			Clatterbridge
414400	Adj 15 Prenton Village Rd, Prenton	0.03	2	0	W/APP/2006/5585	UC	25/05/06	27.11.2007	O	1	TR02CC	2	0.03	66.67	b		y			Prenton
435700	14A Rock Lane West, Rock Ferry	0.03	4	0	W/APP/2006/6009	UC	21/07/06	11.08.2009	O	1	RS02AB	4	0.03	133.33	b	y			y	Rock Ferry
479100	Fmr St Johns Club, N 33-37 School La, Meols	0.03	1	0	W/APP/2001/5684	UC	20/06/01	09.07.2001	O	1	CM06BE	2	0.02	66.67	b			y		Hoylake and Meols
494800	20 Bermuda Rd, Moreton	0.03	1	0	W/APP/2000/7293	UC	09/03/01	04.12.2001	O	1	RS02AB	1	0.03	33.33	b			y		Moreton West and Saughall Massie
498800	W21 Marquis Street, Tranmere	0.03	2	0	W/APP/2003/6914	UC	22/10/03	18.06.2004	O	1	RS02AH	2	0.03	66.67	b	y			y	Birkenhead and Tranmere
501200	N 8 Castle Drive, Heswall	0.03	1	0	W/APP/2004/5334	UC	24/03/04	04.06.2004	O	1	RS02AG	1	0.03	33.33	b			y		Heswall
506500	33-37 Gardens Road, Bebington	0.03	3	0	W/APP/2002/5365	UC	05/04/02	17.12.2002	O	1	TR02CC	3	0.03	100.00	b		y			Clatterbridge
508900	Holmfield, Frankby Stiles, Frankby	0.03	1	0	W/APP/2003/5098	UC	05/04/02	08.05.2003	O	1	RS02AB	1	0.03	33.33	b			y		Greasby Frankby and Irby

73300	Trafalgar Sports Club, 67 Bromborough Rd, Bebington	0.18	0	8	W/APP/2008/5363	NS	23/12/08	NA	O	1	CM06BE	8	0.18	44.44	b		y				Clatterbridge
583800	Leighton Rd, Tranmere	0.18	0	12	W/APP/2008/5610	NS	23/08/07	NA	P	1	UL01BA	12	0.18	66.67	b	y			y		Birkenhead and Tranmere
485600	W Pinnacle, 17 Beacon La, Heswall	0.17	0	1	W/APP/2008/6131	NS	09/09/08	NA	O	2	RS02AC	1	0.17	5.83	b			y			Heswall
578220	E Gibson House, Seabank Rd, Egremont	0.17	0	11	W/OUT/2007/6603	NS	15/02/08	NA	P	2	UL02AB	11	0.17	64.71	b		y	y	y		Liscard
561300	Royal Extrusions, 99A Duke Street, Birkenhead	0.16	0	30	W/DLS/2007/6520	NS	09/01/08	NA	P	1	MA	30	0.16	182.70	b	y			y		Bidston and St James
490900	E of The Paddock Noctorum Lane Oxton	0.16	0	1	W/APP/2003/7111	NS	24/03/09	NA	P	2	RS02AG	1	0.16	6.25	b		y				Oxton
595100	11 Dawstone Road, Gayton	0.16	0	1	W/OUT/2009/5253	NS	24/04/09	NA	P	1	RS02AC	1	0.16	6.25	b			y			Heswall
556900	Toronto Garage, Wallasey Village	0.15	0	12	W/DLS/2007/6128	NS	05/10/07	NA	P	1	RT02AD	12	0.15	77.52	b		y				Wallasey
578100	7 - 15a Holt Hill, Tranmere	0.15	0	9	W/APP/2009/6519	NS	08/03/10	NA	P	1	RS02AH	9	0.15	62.07	b	y			y		Birkenhead and Tranmere
592400	93 The Rake Bromborough	0.14	0	1	W/APP/2008/6591	NS	09/01/09	NA	P	1	RS02AB	1	0.14	7.14	b		y				Bromborough
197600	SW Hawkstone, Stanley Rd, Bebington	0.14	0	1	W/DLS/2007/7035	NS	22/11/07	NA	O	2	RS02AC	1	0.14	7.14	b			y			Bebington
598600	Pine Lodge, Station Road, Heswall	0.14	0	1	W/APP/2009/5918	NS	07/05/09	NA	P	1	RS02AB	1	0.14	7.14	b				y		Heswall
539020	SE Wethersfield, Wethersfield Rd, Noctorum	0.13	0	3	W/APP/2008/5002	NS	19/02/08	NA	O	2	RS02AC	3	0.13	23.08	b		y				Claughton
624000	2 Bowling Green Cottages, Chester Road, Gayton	0.13	0	1	W/APP/2009/5663	NS	18/08/09	NA	P	1	RS02AG	1	0.13	7.69	b				y		Heswall
587500	Wishing Gate, Mount Road, Higher Bebington	0.13	0	1	W/APP/2007/7455	NS	12/05/08	NA	P	1	RS02AC	1	0.13	7.69	b		y				Bebington
90200	W 2 Mill Road, Bromborough	0.12	0	3	W/APP/2008/5840	NS	04/07/08	NA	R	2	UL01AH	3	0.12	25.00	b		y				Bromborough
544100	Fm 11 Well Lane, Tranmere	0.12	0	12	W/APP/2005/5399	NS	01/04/05	NA	HA	1	UL01BA	12	0.12	100.84	b	y				y	Rock Ferry
90800	NW Constantia, Farr Hall Drive, Heswall	0.11	0	1	W/APP/2008/5990	NS	28/07/08	NA	O	2	RS02A	1	0.11	9.09	b			y			Heswall
592300	11 Birch Avenue Upton	0.1	0	1	W/APP/2008/6806	NS	11/12/08	NA	P	1	UL01BA	1	0.1	10.00	b			y			Moreton West & Saughall Massie
524200	Fmr ATC Tollemache Rd, Claughton	0.10	0	6	W/APP/2008/6314	NS	09/08/08	NA	O	1	UL01BA	6	0.10	60.00	b		y				Claughton
558900	Pelican PH, Houghton Rd, Woodchurch	0.10	0	17	W/APP/2007/6256	NS	24/08/07	NA	P	1	RT03AA	17	0.10	174.07	b				y		Upton
588500	42 Sea Road New Brighton	0.09	0	1	W/APP/2008/5442	NS	14/05/08	NA	P	1	RS02AC	1	0.09	11.11	b		y				Wallasey
593700	101 New Chester Road, New Ferry	0.09	0	8	W/OUT/2008/6767	NS	19/01/09	NA	P	1	MA04AK	8	0.09	88.89	b		y			y	Bromborough
595200	72 Borrowdale Road, Moreton	0.09	0	1	W/APP/2008/6959	NS	16/09/08	NA	P	1	RS02AB	1	0.09	11.11	b				y		Moreton West & Saughall Massie
570700	Bromborough Car Sales, New Chester Road	0.09	0	7	W/APP/2008/6555	NS	23/10/08	NA	P	1	RT01DD	7	0.09	77.78	b	y				y	Rock Ferry
580000	Grange Cottage, Pinetree Dr, Newton	0.09	0	1	W/APP/2007/7171	NS	14/12/07	NA	P	2	RS02AC	1	0.09	11.11	b				y		West Kirby and Thurstaston
586000	Fmr Livingstone PH, 101 Livingstone St, Birkenhead	0.09	0	8	W/OUT/2007/7493	NS	04/02/08	NA	P	1	RT03AA	8	0.09	88.89	b	y				y	Bidston and St James
69800	Rr 5 Spenser Avenue, Rock Ferry	0.08	0	4	W/OUT/2009/6321	NS	22/12/09	NA	P	1	RS02AA	4	0.08	50.00	b		y			y	Rock Ferry
583200	8 Holt Rd, Tranmere	0.08	0	10	W/APP/2007/6311	NS	14/09/07	NA	P	2	RS02AB	10	0.08	125.00	b	y				y	Rock Ferry
589000	3 Edgehill Road, Moreton	0.08	0	1	W/APP/2008/5640	NS	27/06/08	NA	P	1	RS02AB	1	0.08	12.50	b				y		Moreton West & Saughall Massie
488000	Rr 5,7,9 St Andrews Rd, Bebington	0.08	0	1	W/APP/2009/5752	NS	20/08/09	NA	O	1	RS02AG	1	0.08	12.71	b		y				Clatterbridge
551300	S 10 Sea Rd, New Brighton	0.07	0	1	W/APP/2007/5211	NS	15/06/07	NA	P	2	RS02AC	1	0.07	14.06	b		y				Wallasey
564400	43-51 Bedford Road, Rock Ferry	0.07	0	8	W/APP/2008/6112	NS	15/08/08	NA	H	1	CM01CK	8	0.07	114.29	b	y				y	Rock Ferry
596700	38A Magazine Lane, New Brighton	0.07	0	5	W/OUT/2009/5944	NS	30/10/09	NA	P	1	MA13	5	0.07	71.43	b		y			y	New Brighton
474000	Holm Cottage, Holmside Lane	0.06	0	2	W/APP/2009/5356	NS	20/08/09	NA	P	1	RS02AC	2	0.06	33.33	b			y			Oxton
587300	Hilbre Cottage 3 Kirby Close West Kirby	0.06	0	1	W/APP/2007/7347	NS	03/04/08	NA	P	1	RS02AB	1	0.06	16.67	b				y		West Kirby & Thurstaston
594600	Crooked Billet PH 89-91 Old Chester Road Tranmere	0.06	0	5	W/APP/2009/5054	NS	03/03/09	NA	P	1	RS02AE	5	0.06	83.33	b	y				y	Rock Ferry
596900	350 Telegraph Road, Heswall	0.06	0	1	W/APP/2009/6247	NS	13/01/10	NA	P	1	RS02	1	0.06	16.67	b				y		Heswall
537600	St Annes Institute, St Annes Place, Birkenhead	0.06	0	6	W/APP/2008/5234	NS	25/06/04	NA	R	1	ED01	6	0.06	101.80	b	y				y	Bidston and St James
225700	S 23 Carpenters Lane, West Kirby	0.06	0	1	W/APP/2009/5522	NS	30/06/09	NA	O	2	RS02AG	1	0.06	17.18	b				y		West Kirby and Thurstaston
546100	Jireh Chapel, Teehey Gardens, Bebington	0.05	0	2	W/OUT/2005/5975	NS	16/06/05	NA	P	1	CM07AA	2	0.05	36.61	b			y			Bebington
549700	Rockys Gym, 75 Argyle St, Birkenhead	0.05	0	38	W/OUT/2007/5906	NS	13/07/07	NA	P	1	LE03DC	38	0.05	713.88	b	y				y	Birkenhead and Tranmere
548600	Banks View, Sea Looms, Heswall	0.05	0	1	W/APP/2007/5599	NS	18/05/07	NA	P	1	RS02AB	1	0.05	18.99	b				y		Heswall
230100	E 21 Laburnum Grove, Irby	0.05	0	1	W/APP/2007/7426	NS	15/02/08	NA	O	2	RS02AC	1	0.05	19.23	b				y		Greasby Frankby and Irby
412800	S 90 Downham Road South, Hesw	0.05	0	1	W/APP/2005/6503	NS	18/08/05	NA	O	2	RS02AG	1	0.05	19.38	b				y		Heswall
559600	W Skirbeck, Noctorum Rd, Noctorum	0.05	0	2	W/APP/2008/5157	NS	20/03/08	NA	P	2	RS02AC	2	0.05	39.04	b		y				Claughton
442500	27a-29 Falkland Road, Egremont	0.05	0	6	W/APP/2009/6232	NS	03/12/09	NA	H	1	UL01BA	6	0.05	120.00	b	y				y	Seacombe
522900	21 The Rake, Bromborough	0.05	0	1	W/APP/2009/5788	NS	21/08/09	NA	P	1	RS02AC	1	0.05	20.00	b			y			Bromborough
541500	Summerville, Larton Hey, Frankby	0.05	0	1	W/APP/2009/5908	NS	04/12/09	NA	O	1	RS02AB	1	0.05	20.00	b				y		Greasby Frankby and Irby
566500	Greenbank, 1A Rowson Street, New Brighton	0.05	0	10	W/APP/2008/5749	NS	17/11/06	NA	P	1	RS02AH	10	0.05	200.00	b		y			y	New Brighton
581700	75A Woodchurch Rd, Oxton	0.05	0	4	W/APP/2007/7015	NS	09/11/07	NA	P	2	CM04BB	4	0.05	80.00	b		y			y	Birkenhead and Tranmere
584600	Adj 290 Upton Rd, Noctorum	0.05	0	1	W/APP/2008/6274	NS	17/07/07	NA	P	2	RS02AC	1	0.05	20.00	b		y			y	Bidston and St James
594700	165/167 Bedford Road, Rock Ferry	0.05	0	8	W/OUT/2009/5143	NS	09/04/09	NA	P	1	UL01BA	8	0.05	160.00	b		y			y	Rock Ferry
581200	32-36 Hampden Rd, Tranmere	0.05	0	4	W/APP/2007/7065	NS	30/11/07	NA	P	1	CM06BA	4	0.05	85.86	b	y				y	Birkenhead and Tranmere
546300	Rr 199 Victoria Rd, New Brighton	0.04	0	1	W/OUT/2005/6147	NS	06/07/05	NA	P	2	RS02AG	1	0.04	23.64	b		y			y	New Brighton

467800	Springbank, Frankby Stiles, Larton Hey, Frankby	0.04	0	1	W/APP/2009/5322	NS	19/06/09	NA	P	1	RS02AB	1	0.04	25.00	b			y	Greasby Frankby and Irby	
528600	16 Sandy Lane North, Irby	0.04	0	1	W/APP/2009/5319	NS	10/06/09	NA	O	1	RS02AB	1	0.04	25.00	b		y	Greasby Frankby and Irby		
568800	34 Palm Grove, Claughton	0.04	0	1	W/APP/2008/5550	NS	05/05/08	NA	P	1	RS02AC	1	0.04	25.00	b		y	Oxton		
578700	S of 9 School Lane, Bidston	0.04	0	2	W/APP/2009/6169	NS	03/12/09	NA	P	1	RS02AG	2	0.04	50.00	b		y	Bidston and St James		
584000	W 33A Chesnut Gr, Tranmere	0.04	0	1	W/APP/2007/6286	NS	09/08/07	NA	P	2	RS02AC	1	0.04	25.00	b	y		Y	Birkenhead and Tranmere	
595400	44 Burden Road	0.04	0	1	W/APP/2009/5330	NS	11/05/09	NA	P	1	RS02AB	1	0.04	25.00	b		y	Moreton West and Saughall Massie		
595600	29a Falkland Road, Egremont	0.04	0	5	W/APP/2009/5365	NS	29/05/09	NA	P	1	RS02AA	5	0.04	125.00	b	y		Y	Seacombe	
597000	16-18 Eastbourne Rd, Birkenhead	0.04	0	11	W/OUT/2009/5135	NS	12/06/09	NA	P	1	RT02	11	0.04	275.00	b	y		Y	Claughton	
597600	68 Derby Rd., Tranmere	0.04	0	9	W/APP/2009/6551	NS	16/03/10	NA	P	1	RS	9	0.04	225.00	b	y		Y	Birkenhead and Tranmere	
589900	Land to Rear of 29 Ravenwood Avenue	0.04	0	1	W/APP/2008/5240	NS	09/04/08	NA	P	1	RS02AG	1	0.04	25.00	b		y	Y	Rock Ferry	
539700	Fmr Club, Church Rd, Seacombe	0.04	0	7	W/APP/2008/6695	NS	28/11/08	NA	R	1	LE01CH	7	0.04	187.77	b	y		Y	Seacombe	
559900	6-8 Elm Rd, Higher Bebington	0.03	0	6	W/APP/2008/5998	NS	05/12/07	NA	P	1	UL02AB	6	0.03	172.17	b		y	Y	Bebington	
520300	23 Fell St/61 Church St, Seacombe	0.03	0	4	W/APP/2008/6339	NS	10/09/08	NA	R	1	UL01BA	4	0.03	133.33	b	y		Y	Seacombe	
565300	Walkers Carpets, 65/67 Woodchurch Road, Oxton	0.03	0	4	W/APP/2008/6108	NS	27/07/07	NA	P	1	RT01CE	4	0.03	133.33	b		y	Y	Birkenhead and Tranmere	
583300	1C Clwyd St, New Brighton	0.03	0	3	W/APP/2007/6475	NS	13/09/07	NA	P	2	TR02CC	3	0.03	100.00	b		y	Y	New Brighton	
585000	108-110 King St, Egremont	0.03	0	7	W/APP/2007/5671	NS	22/06/07	NA	O	1	UL02AB	7	0.03	233.33	b	y		Y	Liscard	
587400	109 Holt Hill, Tranmere	0.03	0	8	W/APP/2007/7405	NS	18/04/08	NA	R	1	RS02AC	8	0.03	266.67	b	y		Y	Birkenhead & Tranmere	
587800	Rodney Street, Tranmere	0.03	0	6	W/APP/2008/5122	NS	16/04/08	NA	P	1	RS02AH	6	0.03	200.00	b	y		Y	Birkenhead & Tranmere	
591700	Vacant Workshop & Yard, 73 Albion Street, Birkenhead	0.03	0	9	W/APP/2008/5872	NS	02/09/08	NA	P	1	UL02	9	0.03	300.00	b	y		Y	Birkenhead & Tranmere	
593800	12 Hardie Avenue, Moreton	0.03	0	1	W/APP/2009/5538	NS	29/06/09	NA	P	1	RS02AB	1	0.03	33.33	b			y	Moreton West & Saughall Massie	
545400	E Dell Cottage, Noctorum Dell, Noctorum	0.03	0	1	W/APP/2005/5766	NS	13/06/05	NA	O	2	RS02AC	1	0.03	38.88	b		y		Claughton	
517000	Adj 28 Carlton Rd, Oxton	0.02	0	2	W/APP/2008/6310	NS	27/07/06	NA	R	1	TR02CC	2	0.02	100.00	b		y	Y	Birkenhead and Tranmere	
544400	Aspendale Road, Tranmere	0.02	0	2	W/APP/2008/5143	NS	20/03/08	NA	HA	2	UL01BA	2	0.02	100.00	b	y		Y	Birkenhead and Tranmere	
569900	Fmr 13 Hampden Rd, Tranmere	0.02	0	1	W/OUT/2007/5341	NS	23/04/07	NA	P	1	UL01BA	1	0.02	50.00	b	y		Y	Birkenhead and Tranmere	
572400	575 Price St, Birkenhead	0.02	0	1	W/OUT/2004/7716	NS	10/05/07	NA	P	2	UL01BA	1	0.02	50.00	b	y		Y	Bidston and St James	
581600	10 Balls Road, Oxton	0.02	0	4	W/APP/2007/6946	NS	09/11/07	NA	P	2	MA04BE	4	0.02	200.00	b	y		Y	Birkenhead and Tranmere	
583000	17-27 Whitfield St, Tranmere	0.02	0	4	W/APP/2007/6561	NS	25/09/07	NA	R	1	TR02CC	4	0.02	200.00	b	y		Y	Birkenhead and Tranmere	
589800	Rear of 71 Penkett Road	0.02	0	1	W/OUT/2007/7553	NS	09/04/08	NA	P	2	RS02AG	1	0.02	50.00	b		y	Y	New Brighton	
590100	Land adjacent 37 Station Road, Liscard	0.02	0	1	W/APP/2008/6025	NS	01/08/08	NA	P	1	RS02AG	1	0.02	50.00	b		y	Y	Liscard	
591500	99c New Chester Road, New Ferry	0.02	0	9	W/APP/2008/6551	NS	22/10/08	NA	P	1	RT02AA	9	0.02	450.00	b		y	Y	Bromborough	
547600	Adj 1 Mulberry Rd, Rock Ferry	0.02	0	2	W/APP/2007/7023	NS	04/08/08	NA	P	1	TR02CC	2	0.02	119.98	b	y		Y	Rock Ferry	
578800	Beaconsfield Road, New Ferry	0.01	0	10	W/APP/2008/5006	NS	28/03/08	NA	P	1	PF01AH	10	0.01	#####	b		y	Y	Bromborough	
587900	142 Borough Road, Seacombe	0.01	0	1	W/APP/2008/5139	NS	03/04/08	NA	P	1	RT01	1	0.01	100.00	b	y		Y	Seacombe	
			0	612	612															
	ALLOCATIONS				SITES UNDER 0.40HA - NOT INCLUDED															
HS1/12	SE Social Centre, Highcroft	0.23	0	15						2	UL01AH	15	0.23	65.22	g		y		Bebington	
	CHANGES OF USE				UNDER CONSTRUCTION															
545500	Tonys, 1 Beresford Road, Oxton	0.22	9	9	W/APP/2006/6860	UC	05/03/07	05.03.2007	R	1	RT03BA	18	0.22	81.82	b		y		Oxton	
552300	29 Manor Road, Thornton Hough	0.16	1	0	W/APP/2005/6891	UC	18/11/05	05.12.2006	O	1	LE03	1	0.16	6.25	b			y	Clatterbridge	
542300	51-59 Rowson Street, New Brighton	0.14	15	0	W/APP/2007/5425	UC	24/08/07	02.09.2007	R	1	RS01AD	15	0.14	107.14	b		y		Y	New Brighton
566300	Albion Hotel, New Brighton	0.12	14	0	W/APP/2006/6628	UC	09/08/07	09.08.2007	R	1	RT03AA	14	0.12	116.67	b		y		Y	New Brighton
554700	56 Shrewsbury Road, Oxton	0.09	7	0	W/APP/2005/7293	UC	06/12/05	04.12.2008	R	1	RS02AE	7	0.09	77.78	b			y	Oxton	
571500	26 Penkett Rd, Liscard	0.07	5	0	W/APP/2007/5488	UC	06/06/07	10.10.2007	R	1	RS02AG	5	0.07	71.43	b		y		Y	New Brighton
572000	38-42 Birkenhead Rd, Hoylake	0.06	3	0	W/APP/2005/7745	UC	23/01/06	26.11.2007	R	1	RT01AA	3	0.06	50.00	b			y	Hoylake and Meols	
572900	10 King Street, Egremont	0.06	3	0	W/APP/2007/7334	UC	28/01/08	07.02.2008	R	1	RS02AE	3	0.06	50.00	b	y			Y	Liscard
434800	26/29 & 31/35 Marine Park Mansions Wellington Road	0.05	0	2	W/APP/2008/6196	UC	28/10/08	28.09.1995	O	1	RS02AA	13	0.05	260.00	b		y		Y	New Brighton
547000	60-64 Argyle Street, Birkenhead	0.05	12	0	W/APP/2005/7538	UC	17/02/06	10.04.2006	R	1	LE01CH	12	0.05	240.00	b	y			Y	Birkenhead and Tranmere
527800	21 -23, Hamilton Square, Birkenhead	0.04	15	0	W/APP/2004/7587	UC	21/04/04	20.01.2005	R	1	OF01	15	0.04	375.00	b	y			Y	Birkenhead and Tranmere
534700	26-30 Village Road, West Kirby	0.04	6	0	W/APP/2003/6288	UC	21/10/04	21.06.2005	O	1	RT01	6	0.04	150.00	b			y	West Kirby and Thurstaston	
552100	144-148 Whetstone Lane, Tranmere	0.04	9	0	W/APP/2005/7267	UC	01/12/05	12.04.2007	R	1	RS02AH	9	0.04	225.00	b	y			Y	Birkenhead and Tranmere
570900	54 Westbourne Road, Birkenhead	0.04	1	0	W/APP/2007/6305	UC	22/12/08	15.08.2007	R	1	RS02AH	1	0.04	25.00	b	y			Y	Birkenhead and Tranmere
536100	171-175 New Chester Road, New Ferry	0.03	4	0	W/APP/2005/7094	UC	04/11/05	24.08.2005	O	1	RT01BD	4	0.03	133.33	b		y		Y	Bromborough

585900	46-50 Grange Road West, Birkenhead	0.03	5	0	W/APP/2008/5097	UC	12/03/08	06.01.2009	PC	1	RT01ZJ	5	0.03	166.67	b	y		y	Birkenhead and Tranmere
544700	35-37 Eastham Village Road Eastham	0.02	2	0	W/APP/2005/5228	UC	24/03/05	17.09.2009	P	1	RS02AA	2	0.02	100.00	b		y		Eastham
394600	Adj Saddle Inn PH, Liscard	0.02	1	0	W/APP/1994/6688	UC	16/02/95	07.11.1995	O	1	RT01	1	0.02	50.00	b	y		y	Liscard
532400	298 Hoylake Road, Moreton	0.02	1	0	W/APP/2004/6683	UC	24/08/04	17.02.2005	R	1	RT01AN	1	0.02	50.00	b			y	Moreton West and Saughall Massie
534500	3-7, Liscard Grove, Liscard	0.02	3	0	W/APP/2004/7393	UC	16/11/04	30.06.2005	O	1	OF01A	3	0.02	150.00	b		y		Liscard
543300	11 Clifton Road, Tranmere	0.02	1	0	W/APP/2004/7788	UC	14/02/05	07.02.2006	O	1	RS02AC	1	0.02	50.00	b	y		y	Birkenhead and Tranmere
558100	279-281 Poulton Road, Poulton	0.02	5	0	W/APP/2006/5924	UC	28/07/06	25.01.2007	R	2	RT01	5	0.02	250.00	b	y		y	Seacombe
570500	1 Grange Road West, Birkenhead	0.02	8	0	W/APP/2007/5336	UC	19/04/07	12.01.2010	R	1	OF01	8	0.02	400.00	b	y		y	Birkenhead and Tranmere
571400	42-44 King Street, Egremont	0.02	4	0	W/APP/2007/5657	UC	03/07/07	28.09.2007	R	1	RT01BF	4	0.02	200.00	b	y		y	Liscard
589500	45-47 Oxtou Road, Birkenhead	0.02	4	0	W/APP/2008/5991	UC	25/07/08	16.02.2009	R	1	RS02AA	4	0.02	200.00	b	y		y	Birkenhead & Tranmere
304600	53 King Street, Egremont	0.01	1	0	W/APP/2006/6223	UC	15/08/06	24.04.2007	R	1	RT01	2	0.01	200.00	b	y		y	Liscard
410300	51 King Street, Egremont	0.01	1	0	W/APP/2005/7229	UC	28/11/05	12.04.2006	R	1	RS02AE	3	0.00	300.00	b	y		y	Liscard
442200	1 Dacre Street, Birkenhead	0.01	1	0	W/APP/2006/7418	UC	11/07/06	19.10.2006	R	1	ST	2	0.01	200.00	b	y		y	Birkenhead and Tranmere
527600	Telesales, 8 Hamilton Square, Birkenhead	0.01	3	0	W/APP/2004/5296	UC	22/05/08	27.10.2005	R	1	OF01AE	5	0.01	500.00	b	y		y	Birkenhead and Tranmere
532600	14 Atherton Street, New Brighton	0.01	3	0	W/APP/2004/7805	UC	14/01/05	11.03.2005	O	1	RS02AE	3	0.01	300.00	b		y		New Brighton
534600	Bell & Joynson, 51-53 Wallasey Road, Liscard	0.01	1	0	W/APP/2004/7701	UC	21/12/04	30.06.2005	R	1	OF01AD	1	0.01	100.00	b		y		Liscard
535700	108 Seaview Road, Liscard	0.01	2	0	W/APP/2005/6198	UC	11/07/05	08.08.2005	R	1	RS01AE	2	0.01	200.00	b		y		Liscard
537500	319 Poulton Road, Poulton	0.01	2	0	W/APP/2005/5902	UC	07/06/05	08.11.2005	R	1	RT01BF	2	0.01	200.00	b	y		y	Seacombe
539100	115-117 King Street, Egremont	0.01	3	0	W/APP/2005/6655	UC	06/09/05	12.01.2006	R	1	RT01	3	0.01	300.00	b	y		y	Liscard
545700	Old Wash House, Port Sunlight	0.01	1	0	W/APP/2005/5937	UC	28/06/05	02.03.2006	O	1	OF01AE	1	0.01	100.00	b		y		Bromborough
556600	118 Rake Lane, Liscard	0.01	3	0	W/APP/2006/6491	UC	22/09/06	01.11.2006	R	1	RS02AE	3	0.01	300.00	b		y		New Brighton
557400	26a Wellington Road, New Brighton	0.01	1	0	W/APP/2006/7139	UC	29/12/06	19.12.2006	R	1	RS02AA	1	0.01	100.00	b		y		New Brighton
567100	6 Duncan Street, Birkenhead	0.01	3	0	W/APP/2006/6765	UC	26/01/07	05.10.2007	R	1	UL02AB	3	0.01	300.00	b	y		y	Birkenhead and Tranmere
568500	3 Sherlock Lane, Poulton	0.01	1	0	W/APP/2006/7353	UC	08/02/07	30.08.2007	R	1	RT01	1	0.01	100.00	b	y		y	Seacombe
578600	135 Brighton Street, Egremont	0.01	3	0	W/APP/2007/7276	UC	06/02/08	02.07.2008	R	1	RS02AE	3	0.01	300.00	b	y		y	Seacombe
581100	262 Conway Street, Birkenhead	0.01	2	0	W/APP/2007/6972	UC	03/12/07	01.05.2008	R	1	OF02AD	2	0.01	200.00	b	y		y	Bidston and St James
586800	9 Hamilton Square Birkenhead	0.01	5	0	W/APP/2008/5232	UC	22/05/08	07.08.2008	R	1	OF01	5	0.01	500.00	b	y		y	Birkenhead & Tranmere
590500	Chefs Larder, 125 Poulton Road, Poulton	0.01	1	0	W/APP/2008/6019	UC	31/07/08	21.01.2010	R	1	RT01AI	1	0.01	100.00	b	y		y	Seacombe
588100	Eye Deal Opticians, 17 New Chester Road, New Ferry	0.01	2	0	W/APP/2008/5336	UC	25/04/08	25.02.2009	R	1	RT01ZF	2	0.01	200.00	b		y		Bromborough
			177	11	188														
	CHANGES OF USE				NOT STARTED														
178400	Oaklands, 11 Plymyard Avenue, Bromborough	0.75	0	1	W/APP/2009/5432	NS	10/06/09	NA	H	1	UL01AH	1	0.75	1.33	b		y		Eastham
578210	Gibson House, Egremont	0.57	0	34	W/APP/2007/6602	NS	09/01/08	NA	R	1	UL02AB	34	0.57	59.65	b	y		y	Liscard
585100	Dormie House, West Kirby	0.19	0	1	W/APP/2007/5752	NS	21/06/07	NA	O	1	RS01BE	1	0.19	5.26	b			y	Hoylake and Meols
584800	Holy Family Convent, Oxtou	0.18	0	1	W/APP/2007/5834	NS	29/06/07	NA	O	1	RS01BB	1	0.18	5.56	b		y		Claughton
583100	Manor Grange, Egremont	0.08	0	9	W/APP/2007/6361	NS	14/09/07	NA	R	1	OF01AB	9	0.08	112.50	b	y		y	Liscard
573300	70-72 New Chester Road, New Ferry	0.06	0	1	W/APP/2007/5541	NS	16/05/07	NA	R	1	RT01GD	5	0.01	83.33	b		y		Bromborough
594800	377-385 Borough Road, Oxtou	0.06	0	5	W/APP/2008/7002	NS	20/04/09	NA	P	1	RT01	5	0.06	83.33	b	y		y	Birkenhead and Tranmere
6E+05	12 Rullerton Road, Liscard	0.06	0	1	W/APP/2009/5212	NS	10/06/09	NA	P	1	OF	1	0.06	16.67	b		y		Liscard
582000	Salisbury Centre, New Brighton	0.05	0	6	W/APP/2007/6559	NS	26/10/07	NA	R	1	CM06BC	6	0.05	120.00	b		y		New Brighton
586900	34 King Street, Egremont	0.05	0	3	W/APP/2009/6224	NS	25/11/09	NA	P	1	RT01	3	0.05	60.00	b	y		y	Liscard
584200	169-171 Poulton Road, Poulton	0.04	0	2	W/APP/2007/5407	NS	01/08/07	NA	R	1	RT01	2	0.04	50.00	b	y		y	Seacombe
623000	90-92 Wallasey Road, Liscard	0.04	0	2	W/APP/2009/5627	NS	27/07/09	NA	P	1	OF01AF	2	0.04	50.00	b		y		Liscard
590000	Bayview Nursing Home, 69 Albion Street, New Brighton	0.04	0	10	W/OUT/2008/5392	NS	22/08/08	NA	O	1	CM01CK	10	0.04	250.00	b		y		New Brighton
592700	Westleigh Residential Home, Mount Avenue, Heswall	0.04	0	1	W/APP/2008/6740	NS	26/11/08	NA	PC	1	CM04AC	1	0.04	25.00	b			y	Heswall
552600	40 Carlton Road, Oxtou	0.03	0	1	W/APP/2009/5505	NS	01/09/09	NA	O	1	RS	1	0.03	33.33	b		y		Birkenhead and Tranmere
595500	10a Rullerton Road, Liscard	0.03	0	1	W/APP/2009/5213	NS	14/05/09	NA	P	1	RS02AG	1	0.03	33.33	b		y		Liscard
596300	5 Cole Street, Birkenhead	0.03	0	5	W/APP/2009/5420	NS	09/07/09	NA	P	1	RT01BT	5	0.03	166.67	b	y		y	Claughton
597900	92B King St, Egremont	0.03	0	2	W/APP/2009/6542	NS	16/02/10	NA	P	1	RS03	2	0.03	66.67	b	y		y	Liscard
590700	Vacant Building, 85-89 King Street, Egremont	0.03	0	9	W/APP/2008/6144	NS	18/09/08	NA	R	1	UL02AB	9	0.03	300.00	b	y		y	Liscard
573400	Buckleys, New Ferry	0.02	0	2	W/APP/2007/7505	NS	12/03/08	NA	R	1	RT01BB	2	0.02	100.00	b		y		Bromborough
579300	Crown Interiors, Liscard	0.02	0	2	W/APP/2007/6054	NS	21/01/08	NA	R	1	MA07AB	2	0.02	100.00	b		y		Liscard
579900	121 King Street, Egremont	0.02	0	3	W/APP/2007/7226	NS	18/12/07	NA	PC	1	RS02AE	3	0.02	150.00	b	y		y	Liscard
582300	Rear of 43 The Woodlands, Tranmere	0.02	0	1	W/APP/2007/6282	NS	08/10/07	NA	O	1	UL02AA	1	0.02	50.00	b	y		y	Birkenhead and Tranmere

561700	3 Coronation Drive, Bromborough	0.01	1	0	W/APP/2006/5712	UC	05/06/06	23.03.2007	R	1	RT01AK	1	0.01	100.00	b		y	y	Bromborough
568900	27 Waterloo Road, New Brighton	0.01	2	0	W/APP/2006/7349	UC	08/02/07	15.02.2008	R	1	RS02AH	2	0.01	200.00	b		y	y	New Brighton
569100	7 Windsor Street, New Brighton	0.01	2	0	W/APP/2006/7549	UC	12/02/07	21.11.2008	O	1	RS02AH	2	0.01	200.00	b		y	y	New Brighton
579600	562 Old Chester Road, Rock Ferry	0.01	2	0	W/APP/2007/7196	UC	02/01/08	01.08.2008	R	1	RS02AH	2	0.01	200.00	b		y	y	Rock Ferry
582100	6 Hope Street, New Brighton	0.01	2	0	W/APP/2007/6704	UC	12/10/07	26.03.2008	R	1	RS02AH	2	0.01	200.00	b		y	y	New Brighton
582500	11 St Pauls Road, Seacombe	0.01	2	0	W/APP/2007/6674	UC	04/10/07	08.10.2008	R	1	RS02AH	2	0.01	200.00	b	y		y	Seacombe
584400	The Bank, 72 King Street, Egremont	0.01	3	0	W/APP/2008/5321	UC	18/04/08	20.02.2008	R	1	OF01	3	0.01	300.00	b	y		y	Liscard
586200	55 Liscard Road Seacombe	0.01	2	0	W/APP/2008/5315	UC	07/04/08	14.05.2008	R	1	RS02AG	2	0.01	200.00	b	y		y	Seacombe
			124	10	134														
	CONVERSIONS				NOT STARTED														
539010	Wethersfield House, Noctorum	0.56	0	21	W/APP/2009/0547	NS	19/02/08	NA	R	1	RS02AC	18	0.65	32.14	b		y		Cloughton
73500	Leverhulme Court, 4 Quarry Road East	0.35	0	1	W/APP/2009/5303	NS	22/04/09	NA	H	1	RS02	1	0.35	2.86	b		y		Clatterbridge
240200	157 Upton Road Bidston	0.33	0	1	W/APP/2008/6205	NS	12/09/08	NA	PC	2	RS02CC	1	0.33	3.03	b		y		Cloughton
114310	Maurice Jones Court, 60 Pasture Road, Moreton	0.30	0	2	W/APP/2009/5369	NS	03/06/09	NA	H	1	RS02AK	2	0.30	6.67	b			y	Leasowe and Moreton East
597400	63 Albany Road, Rock Ferry	0.18	0	2	W/APP/2009/592	NS	22/09/09	NA	O	1	RS02	2	0.18	11.11	b	y		y	Rock Ferry
554800	65-67 Shrewsbury Road, Oxton	0.17	0	12	W/APP/2007/6568	NS	05/10/07	NA	R	1	RS02AG	12	0.17	70.59	b		y		Cloughton
578500	Chestnut Lodge, 114 Vyner Road South, Bidston	0.13	0	2	W/APP/2007/7328	NS	13/02/08	NA	HC	1	RS02AC	2	0.13	15.38	b		y		Bidston and St James
579500	Scarsdale, 13 Melloncroft Drive, Caldy	0.13	0	1	W/APP/2007/7036	NS	02/01/08	NA	P	1	RS02AC	1	0.13	7.69	b			y	West Kirby and Thurstaston
593400	1/2 Seaton Villas, Merrills Lane, Upton	0.12	0	1	W/APP/2008/6779	NS	17/12/08	NA	O	1	RS02AG	1	0.12	8.33	b			y	Upton
573800	75 Egerton Street, New Brighton	0.11	0	2	W/APP/2007/7515	NS	27/02/08	NA	O	1	RS02AH	2	0.11	18.18	b		y	y	New Brighton
584700	5 Boundary Road, Bidston	0.07	0	2	W/APP/2007/5709	NS	29/06/07	NA	R	1	RS02AG	2	0.07	28.57	b		y		Cloughton
598200	27 Shrewsbury Road, Oxton	0.06	0	4	W/APP/2009/6033	NS	23/11/09	NA	P	1	RS03	4	0.06	66.67	b		y		Oxton
590900	34 The Kings Gap, Hoylake	0.06	0	2	W/APP/2008/6234	NS	29/08/08	NA	O	1	RS02AA	2	0.06	33.33	b			y	Hoylake & Meols
582600	15 Marine Terrace, Egremont	0.05	0	1	W/APP/2007/6519	NS	03/10/07	NA	R	1	RS02AH	1	0.05	20.00	b		y		New Brighton
563500	45-49 King Street Egremont	0.04	0	10	W/APP/2008/5123	NS	28/07/06	NA	PC	1	RS02AF	10	0.04	250.00	b	y		y	Liscard
588300	4 Dudley Road New Brighton	0.04	0	5	W/APP/2008/5420	NS	01/08/08	NA	PC	1	RS02AA	5	0.04	125.00	b		y	y	New Brighton
588400	5 Stanley Road Bromborough	0.04	0	6	W/APP/2008/5425	NS	23/06/08	NA	R	1	RS02AG	6	0.04	150.00	b		y	y	Bromborough
589400	495 Old Chester Road, Rock Ferry	0.04	0	4	W/APP/2008/5932	NS	22/07/08	NA	R	1	RS02AA	4	0.04	100.00	b		y	y	Rock Ferry
590200	112 Seabank Road New Brighton	0.04	0	5	W/APP/2008/5783	NS	15/07/08	NA	R	1	RS02AG	5	0.04	125.00	b		y	y	New Brighton
591900	42 Egremont Promenade Liscard	0.04	0	1	W/APP/2008/6069	NS	19/11/08	NA	O	1	RS02AA	1	0.04	25.00	b	y		y	Liscard
578300	Percy Road, Seacombe	0.03	0	6	W/APP/2007/7410	NS	15/02/08	NA	R	1	RS02AH	6	0.03	200.00	b	y		y	Seacombe
581000	151 Victoria Road, New Brighton	0.03	0	4	W/APP/2007/7141	NS	13/12/07	NA	PC	1	RS02AA	4	0.03	133.33	b		y	y	New Brighton
581400	212 Breck Road, Wallasey Village	0.03	0	2	W/APP/2008/5189	NS	22/11/07	NA	R	1	RS02AG	2	0.03	66.67	b		y	y	Liscard
589200	17 Egremont Promenade, Egremont	0.03	0	3	W/APP/2008/5794	NS	16/07/08	NA	R	1	RS02AH	3	0.03	100.00	b	y		y	Liscard
589600	34 Elm Grove	0.03	0	3	W/APP/2008/6138	NS	11/08/08	NA	R	1	RS02AG	3	0.03	100.00	b	y		y	Birkenhead & Tranmere
573100	21 Prescott Street, New Brighton	0.02	0	3	W/APP/2008/5170	NS	27/03/08	NA	R	1	RS02AE	3	0.02	150.00	b		y	y	New Brighton
581500	11 Haddon Road, Rock Ferry	0.02	0	2	W/APP/2007/6646	NS	15/11/07	NA	R	1	RS02AG	2	0.02	100.00	b	y		y	Rock Ferry
585300	29 Liversidge Road, Tranmere	0.02	0	2	W/APP/2007/5999	NS	09/07/07	NA	O	1	RS02AG	2	0.02	100.00	b	y		y	Birkenhead and Tranmere
594300	25 Seabank Road Egremont	0.02	0	2	W/APP/2008/6995	NS	16/02/09	NA	R	1	TR02CC	2	0.02	100.00	b	y		y	Liscard
598500	70 Albion Street, New Brighton	0.02	0	2	W/APP/2009/5937	NS	23/09/09	NA	P	1	RS02AA	2	0.02	100.00	b		y	y	New Brighton
590400	2 Orrydale Road, West Kirby	0.02	0	1	W/APP/2008/6012	NS	08/08/08	NA	R	1	RT01AA	1	0.02	50.00	b			y	West Kirby & Thurstaston
591600	51 Lymington Road, Liscard	0.02	0	2	W/APP/2008/6254	NS	21/10/08	NA	R	1	RS02AC	2	0.02	100.00	b		y	y	Liscard
592100	116 Cloughton Road, Birkenhead	0.02	0	2	W/APP/2008/6581	NS	05/11/08	NA	R	1	RT01AA	2	0.02	100.00	b	y		y	Birkenhead & Tran
579200	9 Marlborough Road, New Brighton	0.01	0	2	W/APP/2007/7508	NS	22/01/08	NA	R	1	RS02AC	2	0.01	200.00	b		y	y	New Brighton
584500	39 Grosvenor Road, New Brighton	0.01	0	3	W/APP/2007/6120	NS	17/07/07	NA	R	1	RS02AH	3	0.01	300.00	b		y	y	New Brighton
585200	2 Norman Street, Birkenhead	0.01	0	2	W/APP/2007/5696	NS	06/06/07	NA	R	1	RS02AH	2	0.01	200.00	b	y		y	Bidston and St James
585400	197 Rake Lane, New Brighton	0.01	0	2	W/APP/2007/5435	NS	06/07/07	NA	R	1	RS02AH	2	0.01	200.00	b		y	y	New Brighton
593500	Chris Pluck Betting Office, 11 Woodchurch Road, Oxton	0.01	0	1	W/APP/2008/6338	NS	09/01/09	NA	R	1	LE01CB	1	1	100.00	b		y	y	Birkenhead & Tranmere
594200	4 Egerton Road New Ferry	0.01	0	2	W/APP/2008/6982	NS	11/02/09	NA	R	1	RS02AH	2	0.01	200.00	b		y	y	Bromborough
588600	53 Liscard Road	0.01	0	4	W/APP/2008/5581	NS	05/06/08	NA	R	1	RS02AH	4	0.01	400.00	b	y		y	Seacombe
590600	94 Highfield Road, Rock Ferry	0.01	0	2	W/APP/2008/6158	NS	21/08/08	NA	R	1	RS02AH	2	0.01	200.00	b		y	y	Rock Ferry
			0	137	137														

WIRRAL COUNCIL

CABINET

25 NOVEMBER 2010

REPORT OF THE DIRECTOR OF FINANCE

INSURANCE FUND BUDGET 2011/12

1. EXECUTIVE SUMMARY

- 1.1. This report sets out the elements which make up the Insurance Fund, the cost of running the Risk & Insurance Section and the Budget for 2011/12. The headline from the Budget is a reduction in estimated insurance costs for 2011/12 of almost £0.9 million (22%) which is partly due to the better terms arising from a major procurement exercise and continuing improvements in the claims experience.

2. BACKGROUND

- 2.1. Under the provisions of the Local Government and Housing Act 1989 Local Authorities are allowed to set aside financial provisions to cover self-insured losses.
- 2.2. By self-insuring an Authority avoids paying insurers' administration, profit margins and Insurance Premium Tax on predictable levels of claims. Furthermore only rarely do external insurers return any premium irrespective of the profits generated by a policy.
- 2.3. Wirral has operated an Insurance Fund since its formation and was one of the first local authorities to adopt a high degree of self-insurance when large excesses on liability and material damage insurance were negotiated in the 1980s.
- 2.4. Self-funding is a fundamental element of the risk management strategy. It provides a greater incentive to deal with risk more effectively since any reduction in claims directly benefits the Authority.

3. RISK MANAGEMENT

- 3.1. To achieve overall best value in funding insurable losses a mixture of external and self-insurance is needed.
- 3.2. The Authority wholly self-insures those risks that have the capacity to generate low value losses. In respect of risks that have the potential to produce catastrophic losses, the Council undertakes to meet the cost of all claims in any given year up to an agreed figure. Insurers meet all costs above this sum.

3.3. External insurance premia are met by the Insurance Fund and are recharged to departments together with self-insurance premia.

4. SELF FUNDED RISKS

4.1. Detailed below are the principal risks which the Council currently self-insures together with the maximum sum the Council might have to pay for losses in any given financial year. It should be noted that expenditure in respect of such losses will be spread over several subsequent years.

4.2. TYPE OF INSURANCE	ANNUAL AGGREGATE DEDUCTIBLE
Combined Liability	£2,500,000
Material Damage & Business Interruption (Fire)	£ 500,000
Material Damage & Business Interruption (Storm/Flood/Burst Pipes)	£1,000,000
Comprehensive Motor	£ 200,000
Fidelity Guarantee	£ 25,000
Loss/Damage to Equipment	Unlimited
Glazing (Schools)	Unlimited

5. PREMIA

5.1. The premia charged in recent years in respect of the three principal risks covered by the Insurance Fund are detailed below.

a. COMBINED LIABILITY

This policy was the subject of a tender ahead of the expiry on 31 March 2010 of the previous contract. Aggressive marketing generated significant competition for this contract and resulted not only in a marked reduction in the premium (£146,000) and claims handling cost (£56,000) but also a decrease in the level of the self-insured retention from £3.6 million to £2.5 million. This also enabled the level of Insurance Fund contribution to be reduced from £2.1 million in 2010/11 to £1.5 million in 2011/12.

Year	Premium	
	External Insurance**	Insurance Fund
	£000	£000
2006/07	314	3,250
2007/08	236	3,300
2008/09	261	3,200
2009/10	270	2,800
2010/11	285	2,100
2011/12	149	1,500

** Exclusive of claims handling charges.

b. **MATERIAL DAMAGE & BUSINESS INTERRUPTION**

The material damage policy was tendered in 2008 resulting in an extension of cover to include damage from storm, flood, burst pipes and business interruption losses. The contract is subject to a Long Term Agreement which lasts until June 2013. As such the expectation is that premium rates will continue at the existing level until then. However, a major revaluation exercise and the removal of a number of buildings have reduced the sum insured leading to a fall in the overall premium. Insurance Fund contributions are reviewed annually and have fallen steadily in recent years despite the Fund taking on an increased exposure through the extensions of cover. The level of contribution is being maintained for 2011/12.

Year	Premium	
	External Insurance	Insurance Fund
	£000	£000
2006/07	318	570
2007/08	328	340
2008/09	382	340
2009/10	384	330
2010/11	371	300
2011/12	329	300

c. **COMPREHENSIVE MOTOR**

This policy was placed on 1 April 2009, following a competitive tender. The contract is subject to a Long Term Agreement that lasts until 31 March 2012. As such no significant change in the external premium rate is anticipated for 2011/12. Departments contribute a minimum of £500 for damage incurred to their own vehicles and any third party claims, the excess level varying according to the risk profile of the driver. The Insurance Fund contribution is reviewed annually and is being increased slightly for 2011/12.

Year	Premium	
	External Insurance	Insurance Fund
	£000	£000
2006/07	52	81
2007/08	55	81
2008/09	49	81
2009/10	50	90
2010/11	44	65
2011/12	42	70

6. OTHER

- 6.1. In addition to the three main classes of insurance the Authority also procures external insurance for smaller risks such as loss of money, fidelity guarantee and loss or damage to ICT equipment and self-insures other risks including loss of equipment and damage to glazing. For most of these risks losses are modest and premia remain fairly stable. However improved management of equipment claims has led to claims costs falling from over £100,000 in 2004/05 to around £35,000 in 2009/10.
- 6.2. Specific mention needs to be made of the Engineering Insurance and Inspection contract. The majority of the cost in relation to this contract pays for regular inspections of boilers and lifting plant. For certain categories of plant, inspection is a legal requirement whilst being discretionary for others. Investigations are underway to determine whether inspections for the non-statutory plant replicate information already available from maintenance and service visits. If this is the case inspections of such items would cease with effect from the end of the current financial year. This has the potential to make further reductions in the Fund costs and the contributions charged.

7. PROVISIONS

- 7.1 Many claims are not settled within the financial year in which they arise. In the case of legal liabilities, claims may not even be reported in the year in which an incident occurs. Thus the total cost of all claims relating to a given year will be spread over several subsequent financial years.
- 7.2. Provisions have to be made in respect of losses previously incurred but which will be settled in future financial years. Without such provisions the Council would not have the funds available to meet these future claims costs.
- 7.3. The provisions are based on claims data held by the Risk & Insurance Section taken at the end of each financial year. After rising between 2001/02 and 2004/05 they have fallen significantly every year since 2005/06. This has been regularly reported to Cabinet and has enabled several million pounds to be returned to the General Fund to support the delivery of Council services.
- 7.4. An actuarial funding study is undertaken by professional actuaries every two years to evaluate whether the sum held to meet liability losses is sufficient and also the sum needs to be invested to meet the costs of current claims.
- 7.5. Ahead of the 2010 study an internal analysis was undertaken by officers in connection with the 2009/10 closedown process. This analysis was reported to Cabinet on 24 June 2010 and indicated that continued improvements in our ability to defend claims had been sustained. As a result there was a surplus of £2.47 million within the Insurance Fund and Cabinet agreed to release this sum to balances in 2009/10. The table compares actual to revised provisions.

Class	Provisions		Transferred to the General Fund Balances
	Actual 31/03/10	Revised 31/03/10	
Combined Liability	£13,353,110	£10,882,145	£2,470,965
Property	£2,251,970	£2,251,970	£0
Motor	£260,830	£260,830	£0
Total	£15,865,910	£13,394,945	£2,470,965

- 7.6. The outcome of the formal study carried out by HJC Actuarial Consulting was reported to Cabinet on 2 September 2010. This stated that even with the transfer of funds earlier in the year there remained a significant surplus in the provisions held for Liability losses. Cabinet agreed to transfer to General Fund balances a further £3.4 million surplus identified in the provisions. The table compares the revised provision above to the current provision.

Class	Revised Provision 31/03/10	Current Provision (Minimum Recommended) Updated on 31/03/10
Combined Liability	£10.9 million	£7.5 million

8. ADMINISTRATION

- 8.1. In addition to promoting the effective management of risk within the Authority the Risk and Insurance Section places and administers all external insurance policies, manages the Insurance Fund and oversees the handling of all claims.
- 8.2. The existing insurance broking contract with Griffiths & Armour expires in December 2010. A procurement exercise is currently being conducted to determine the provider for 2011 onwards and a level of fee has been assumed within the Budget. There will be no actuarial funding study undertaken in 2011.
- 8.3. The costs of the Risk & Insurance Section are charged to the Insurance Fund and are recharged to departments in the form of a percentage overhead on insurance premia. For 2011/12 the relevant percentage will be approximately 10%. This administration element is higher than for 2010/11 as a consequence of the reduction in premia which have been achieved through the work of the section, and others, in maintaining the reduction in the number of claims submitted, in increasing the repudiation rates for those claims that are submitted and the improved terms for policies that have been remarketed this year.

8.4. Below is a breakdown of the estimated costs of the section for 2011/12.

Staffing & overheads	£286,000
Insurance Brokers	£ 10,000
Total	£296,000

9. **INSURANCE FUND BUDGET 2011/12**

9.1. The Insurance Fund Budget is shown in the Appendix and the table compares the Budget for 2010/11 with the Budget for 2011/12.

	2010/11 Base £000	2011/12 Base £000
Schools	1,210	925
General Fund	2,752	2,164
Total	3,962	3,089

9.2. An increase in Insurance Premium Tax from 5% to 6% which comes into effect from 4 January 2011 has been taken into account in preparing the figures.

9.3. The 2011/12 budget equates to an overall decrease of approximately 22% and since 2009/10 costs have reduced by almost 40%. This reduction reflects the continuing improvements in claims experience and the effectiveness of the approach to procurement.

9.4. With contracts now subject to Long Term Agreements this acts to reduce the likelihood of any significant changes to cover or to premia. In the medium term there could be upward pressure on external premia if insurers' investment returns remain low or reinsurance costs rise. However, at present insurers appear to be maintaining prices in order to retain or build market share.

10. **FINANCIAL IMPLICATIONS**

10.1. In terms of the annual insurance costs the 2011/12 Budget shows a reduction of almost £0.9 million from the 2010/11 cost. This reflects the sustained improvements in claims management highlighted in section 8.3 and also the extensive work with schools to enable the risks to be more accurately assessed.

11. **STAFFING IMPLICATIONS**

11.1. There are no direct staffing implications.

12. EQUAL OPPORTUNITIES IMPLICATIONS

12.1. There are no direct equal opportunities implications.

13. COMMUNITY SAFETY IMPLICATIONS

13.1. There are no direct community safety implications.

14. PLANNING IMPLICATIONS

14.1. There are none arising out of this report.

15. LOCAL MEMBER SUPPORT IMPLICATIONS

15.1. There are no implications for any Members or wards.

16. BACKGROUND PAPERS

- 16.1. (i) Correspondence with Griffiths & Armour
(ii) Risk & Insurance Section Database
(iii) Zurich Municipal and Teceris Claims Management claims records

17. RECOMMENDATIONS

17.1. That the Insurance Fund Budget 2011/12 be agreed.

17.2. That savings of £588,000 to the General Fund and £285,000 to Schools in 2011/12 be agreed.

IAN COLEMAN
DIRECTOR OF FINANCE

FNCE/228/10

WIRRAL COUNCIL
INSURANCE FUND BUDGET

	<u>Base Budget 2010/11</u>			<u>Base Budget 2011/12</u>		
Expenditure						
Class of Insurance	External Premia	Insurance Fund Contributions	Total	External Premia	Insurance Fund Contributions	Total
	£	£	£	£	£	£
Liabilities	435,000	2,100,000	2,535,000	243,000	1,500,000	1,743,000
Fire	371,000	300,000	671,000	329,000	300,000	629,000
Motor	44,000	65,000	109,000	42,000	70,000	112,000
Other	207,000	137,000	344,000	211,000	98,000	309,000
Management Account			303,000			296,000
Total Expenditure			<u>3,962,000</u>			<u>3,089,000</u>
Income						
Schools			(1,210,000)			(925,000)
General Fund			(2,752,000)			(2,164,000)
Total Income			<u>(3,962,000)</u>			<u>(3,089,000)</u>

WIRRAL COUNCIL

CABINET

25 NOVEMBER 2010

REPORT OF THE DIRECTOR OF FINANCE

RISK MANAGEMENT STRATEGY

1. EXECUTIVE SUMMARY

- 1.1. This report proposes minor changes to the Risk Management Strategy following a recent review and describes the project being undertaken to review the overall approach to risk and uncertainty. The Strategy is included as an Appendix.

2. BACKGROUND

- 2.1 The effective management of risk is recognised as an essential feature of good governance. It is particularly important at times of uncertainty in the external environment and when organisations are undergoing substantial internal change.
- 2.2. The current approach to managing risk is defined in the Strategy approved by Cabinet on 24 September 2009. All major strategies are reviewed annually and in considering the Risk Management Strategy reference is made to the Annual Governance Statement and Internal Audit reports on the Risk Management Framework. This has been a light touch refresh given that an in-depth review of the approach to the management of uncertainty is currently underway.

3. REVIEW OF APPROACH TO RISK AND UNCERTAINTY

- 3.1 Members may recall that the 2009 Strategy proposed a fundamental review of the attitude to risk and the framework for managing risk.
- 3.2. The revised framework and processes will be informed by the British Standard for risk management (BS 31100:2008) and seek to address risk in the wider sense of uncertainty.
- 3.3. A project outline was subsequently and agreed by Chief Officers. A respected risk management academic and practitioner has been engaged to assist with the initial stages of the project of which the key elements are:-

3.3.1 On-line 'risk maturity' survey

A 'Risk Management Maturity Metric' was run in July/August 2010. It collected data from approximately 350 middle and senior managers in relation to risk knowledge, risk skills, risk attitudes and risk systems/processes. The survey was designed to elicit information about the existing processes and culture of risk management within the Council.

3.3.2 Business context interviews with Chief Officers and senior Members

Risk management is strongly influenced by organisational culture and the wider environment in which the Council seeks to deliver its objectives. To better understand these factors between July and September 2010 all Chief Officers and selected Members of Cabinet and Audit & Risk Management Committee were interviewed on a one-to-one basis. The discussions covered attitudes to risk management, its perceived benefits and pitfalls, how risk management can assist in achieving Council objectives and what is required from risk management going forward.

3.3.3 Evaluate current arrangements against BS 31100:2008

The British Standard represents the current benchmark for both the public and private sectors. Officers have conducted an analysis to identify those areas where the Council meets the standard and those where it does not at present.

3.3.4 Initial report on the approach to risk and uncertainty

The findings from the initial phases will lead to a report containing a clear and concise summary of the findings and an outline of recommended future actions to enable the Authority to move forward. The report should also assist with the formulation of a corporate 'risk appetite' and is expected to be completed in December 2010.

3.3.5 Develop a revised policy and responses to address gaps

The report will request permission to establish a small group led by the Risk & Insurance Team, within the Finance Department, to produce a new risk management framework based on the expectations of key stakeholders. It would be tasked with creating options to address those areas where improvements need to be made both to meet stakeholders' requirements and to comply with the British Standard. This piece of work is likely to take approximately twelve months.

3.3.6 Production and implementation of action plan

The new framework and options for improvement would be put to Members and Chief Officers. If accepted an action plan to implement changes would be developed. This process would seek to prioritise improvements that could be implemented quickly and at limited cost.

4. THE STRATEGY

- 4.1. Given that the in-depth review could lead to significant changes in approach the main objective of the current review was to ensure that the Strategy was brought up to date to reflect current practice. The principal amendments are as follows:-

Monitoring and Review (4.4)

- All Council employees will be made aware of the new Strategy. This will be achieved by placing it, and publicising the fact, on the Wirral Intranet.

Reporting (4.5)

- All Cabinet reports requiring a decision are to state the main risks and opportunities and the principal means by which these will be addressed.
- The Corporate Financial and Performance Review Report now summarises the principal short-term risks to each of the strategic objectives

Evaluating progress (5.2.1)

- Reference to the Corporate Performance Assessment as a measure of the effectiveness of the Strategy has been removed.

- 4.2. In accordance with the governance arrangements the revised Strategy has been shared with the Corporate Improvement Group.

5. FINANCIAL AND STAFFING IMPLICATIONS

- 5.1. There are none arising directly from this report.

6. EQUAL OPPORTUNITY IMPLICATIONS

- 6.1. There are none arising directly from this report.

7. COMMUNITY SAFETY IMPLICATIONS

- 7.1. Specific risk control actions should improve community safety.

8. HUMAN RIGHTS IMPLICATIONS

- 8.1. There are none arising directly from this report.

9. LOCAL AGENDA 21 IMPLICATIONS

- 9.1. There are none arising directly from this report.

10. **PLANNING IMPLICATIONS**

10.1. Risk implications will form part of planning strategy.

11. **MEMBER SUPPORT IMPLICATIONS**

11.1. There are none arising directly from this report.

12. **BACKGROUND PAPERS**

12.1 Annual Governance Statement (April 2010)

12.2. Internal Audit report on the risk management framework (2010)

12.3 Project Request – Review of Risk Management Arrangements
British Standard BS 31100:2008

13. **RECOMMENDATION**

13.1 That the revised Risk Management Strategy be approved.

IAN COLEMAN
DIRECTOR OF FINANCE

FNCE/215/10



RISK MANAGEMENT STRATEGY

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1.0	EXECUTIVE SUMMARY
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4.0	THE RISK MANAGEMENT PROCESS
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7.0	OUTPUTS AND BENEFITS
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8.4	Risk scoring model
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**CABINET
NOVEMBER 2010**

1.0 EXECUTIVE SUMMARY

1.1. Introduction

1.1.1. Wirral Council is committed to delivering its vision of “**a more prosperous and equal Wirral, enabling all communities and people to thrive and achieve their full potential**”. The Council believes that effective risk management will help ensure that it maximises its opportunities and minimises the impact of the risks it faces and that by managing risk effectively, the authority will be in a stronger position to deliver its vision and strategic and operational objectives. This is Wirral Council’s Risk Management Strategy. It explains the Council’s approach to risk management and the arrangements that we will operate to ensure that we identify and manage our risks effectively.

1.2. Objectives

1.2.1. For this Council the objectives of its Risk Management Strategy are:

- To support informed risk-taking in order to improve services;
- To place risk management at the heart of decision making within the organisation;
- To implement cost-effective measures to minimise harm, losses and disruption to services;
- To ensure that risks which could prevent the achievement of the Council’s Corporate Objectives and Priorities are identified and controlled;
- To demonstrate to stakeholders and regulators compliance with good corporate governance; and to
- To continuously improve the management of risk by all those connected with the delivery of the Council’s services.
- To create a risk aware culture within the organisation

1.3. Scope

1.3.1 For the purpose of this Strategy, a risk is the chance of something happening that will have an impact on the Council’s objectives and the continuity of service provision. As that impact may be positive or negative, risks will be considered as opportunities and not simply as threats. The Strategy seeks to address all forms of risk, not simply those relating to health and safety, financial or insurable risks.

1.3.2 Furthermore, risks do not simply reside in any one level within the organisation and the Council’s approach to risk management will therefore consider all strategic, operational and project risks.

1.4. Definitions

1.4.1 Risk: The chance of something happening that will have an impact on objectives.

1.4.2 Risk Management: The process by which risks are identified, evaluated and controlled and which is directed towards the effective management of potential opportunities and threats to the Council achieving its objectives.

2.0 ROLES AND RESPONSIBILITIES

The effective management of risk is the responsibility of all officers and Members. However, we will be clear about 'who' does 'what' to avoid potentially significant risks going unmanaged. To assist with the implementation of the Strategy, Members will appoint an individual to 'champion' the risk management process. Similarly Chief Officers will select a lead Chief Officer for promoting risk management. The following tables set out these responsibilities in greater detail.

Cabinet

Role:	To oversee the effective management of risk by officers of the Council.
Responsibilities:	<ul style="list-style-type: none"> • To hold the Chief Officers Management Team (COMT) / Executive team (ET) responsible for the effective management of risk within the Council. • To approve the risk management policy, strategy and processes determined by officers. • To work with Chief Officers to identify the key corporate risks. • To monitor the management of key corporate risks. • To require officers to provide clear statements on risks and opportunities in Committee reports.

Audit & Risk Management Committee

Role:	To provide independent scrutiny of the adequacy of the risk management framework.
Responsibilities:	<ul style="list-style-type: none"> • To scrutinise the effectiveness of the overall Strategy and compliance by officers. • To review the Council's approach to risk management and changes or improvements to processes. • To consider and approve the Annual Governance Statement.

Chief Officers Management Team / Executive Team (1st tier officers)

Role:	To ensure that the Council manages risk effectively.
Responsibilities:	<ul style="list-style-type: none"> • To agree the risk management framework, policy, strategy and processes. • To identify and analyse the key corporate risks. • To agree responsibility for control of these risks as appropriate and review the implementation of risk control action plans. • To oversee the communication and implementation of the Policy and Strategy by Members, managers and

	<p>employees and its incorporation into the Council's business processes.</p> <ul style="list-style-type: none"> • To report to external stakeholders on the Council's framework, policy, strategy and processes.
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Corporate Improvement Group

Role:	To support the Council and its officers in the effective development, implementation and review of the Risk Management Strategy, processes and standards and reporting arrangements.
Responsibilities:	<ul style="list-style-type: none"> • To consider improvements to the risk management framework, policy, strategy and processes. • To assist the Chief Officers Management Team / Executive Team with the creation and maintenance of the register of key corporate risks. • To monitor and review the implementation and effectiveness of the Strategy. • To oversee the implementation of best practice.

Risk & Insurance Officer

Role:	To drive the effective management of risk within the Council
Responsibilities:	<ul style="list-style-type: none"> • To develop and update the Risk Management Strategy, processes and standards in accordance with best practice. • To provide advice and support to Members and officers at all levels regarding the identification, analysis and profiling of risks. • To promote and support the implementation of the Strategy. • To facilitate and provide training as appropriate to Members and officers. • To support and co-ordinate the risk element of the work of the Corporate Improvement Group. • To support the development of a risk aware culture throughout the Council.

Corporate Health, Safety & Resilience Team

Role:	To provide specific advice and support to the organisation on Occupational Health & Safety, Emergency Planning and Business Continuity.
Responsibilities:	<ul style="list-style-type: none"> • Support the development and implementation of the Risk Management Strategy. • Assisting departments in compiling operational control measures relevant to the functions stated in the role.

Internal Audit

Role:	To provide assurance to Members and officers on the risk management mechanisms and their effectiveness in practice
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Responsibilities:	<ul style="list-style-type: none"> • To carry out a continuous independent review of the Risk Management Strategy and processes and report thereon. • To provide Chief Officers and Members with an annual overall assessment of the effectiveness of risk management practice (through the Annual Governance Statement). • To evaluate and report on attitudes to and management of risk. • To provide an annual audit plan that is based on a reasonable evaluation of risk. • Assist departments with risk identification and operational controls. • Assist the Risk & Insurance Officer through the sharing of good practice.
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Departmental Management Teams (1st and 2nd tier officers)

Role:	To effectively manage risk in their department.
Responsibilities:	<ul style="list-style-type: none"> • To identify and report risks of potential corporate significance to the Corporate Improvement Group. • To participate in action plans to address the key corporate risks. • To review and report to the Corporate Improvement Group progress in implementing such actions. • To continuously identify, analyse and maintain a register of key departmental, operational and project risks. • To report regularly to Members on the management of such risks. • To prioritise departmental actions to improve key risks and review their implementation. • To satisfy themselves as to the adequacy of the risk management arrangements of their department's service partners. • To delegate responsibility for risk control as appropriate within the department. • To empower staff to report risks.

Service Managers (3rd tier officers)

Role:	To effectively manage risk in their service area.
Responsibilities:	<ul style="list-style-type: none">• To implement the Risk Management Strategy.• To continuously identify, analyse and profile key operational and project risks affecting their service.• To report these risks to the Departmental Management Team.• To create and maintain a register of these risks.• To satisfy themselves as to the adequacy of the risk management arrangements of their service partners.• To share/exchange relevant information with colleagues in other service areas.• To prioritise risk improvement plans and implement agreed actions.• To review the implementation of actions to address key service risks and report progress to the Departmental Management Team.

Individual Employees

Role:	To contribute to the effective management of risk in their service
Responsibilities:	<ul style="list-style-type: none">• To identify risks in their everyday work processes and working environment.• To report risks to the Service Manager.• To have an awareness of the principal risks to their service.• To implement and maintain risk control mechanisms as part of the responsibility for achieving agreed objectives.• To demonstrate an awareness of risk and risk management.• To participate in any risk management training or guidance.

Service Delivery Partners

Role:	To assist the Council to manage risk effectively
Responsibilities:	To ensure that the partner organisation is committed to managing risk and that their accountabilities are clearly documented in a Service Level Agreement or contract.

3.0 RISK CATEGORIES

<p>STRATEGIC</p> <p><i>Risks that relate to doing the wrong things</i></p>	<p>OPERATIONAL</p> <p><i>Risks associated with the nature of each service or activity</i></p>
<ul style="list-style-type: none"> • Insufficient forward planning or horizon scanning (e.g. demographic changes) • Incorrect strategic priorities • Community planning oversight or errors • Policy decisions based on incomplete or faulty information • Failure to exploit opportunities • Inappropriate capital investment decisions 	<ul style="list-style-type: none"> • Poor partnership working • Failure to continuously improve / innovate • Inadequate service continuity planning • Over-reliance on contractors / suppliers • Breakdown of work system • Poor project planning and management
<p>INFORMATION / TECHNOLOGICAL</p> <p><i>Risks that relate to the loss of or inaccuracy of data and the use of / reliance on technology</i></p>	<p>REPUTATION</p> <p><i>Risks that relate to the organisation's image</i></p>
<ul style="list-style-type: none"> • Systems and management data not up to date • Ineffective prediction of trends and poor forecasting • Breaches of security of network and data • Obsolescence of technology • Lack of network resilience 	<ul style="list-style-type: none"> • Unfulfilled promises to the electorate • Ineffective PR / Media strategy • Association with unsuitable organisations • Poor standards of service • Failures in corporate social responsibility
<p>FINANCIAL</p> <p><i>Risks that relate to losing monetary resources or systems of financial planning and control</i></p>	<p>PEOPLE</p> <p><i>Risks associated with employees and the management structure</i></p>
<ul style="list-style-type: none"> • Occurrence of fraud • Unreliable accounting records • Failure to prioritise, allocate appropriate budgets and monitor / report • Failed resource bids • Sustainability of time limited funding 	<ul style="list-style-type: none"> • Over-reliance on key officers • Inefficient/ineffective management processes • Failure to recruit/retain qualified staff • Lack of investment in training • Poor absence management
<p>REGULATORY / LEGAL / STATUTORY</p> <p><i>Risks related to the legal and regulatory environment</i></p>	<p>PHYSICAL</p> <p><i>Related to fire, security, accident prevention and health & safety</i></p>
<ul style="list-style-type: none"> • Compliance failures (e.g. procurement, LA 21) • Inadequate response to/failure to prepare for/ implement legislative change • Intervention by Regulatory Bodies and Inspectorates • Failure to meet targets agreed with / imposed by Central Government (e.g. Equality & Diversity standard) • Breaches of contract, failures in duty of care, 	<ul style="list-style-type: none"> • Loss of intangible assets • Failures in health & safety management • Loss of physical assets

4.0 THE RISK MANAGEMENT PROCESS

4.1 Risk Identification

4.1.1 Corporate

Chief Officers and key Members will undertake an annual exercise to identify the key risks to achievement of the Council's corporate aims and Priorities for Improvement in the forthcoming planning period (the corporate risks).

At quarterly meetings of the Corporate Improvement Group, individual representatives will report the significant new risks for their departments. The Group will examine them for potential corporate significance and present a quarterly report to COMT / ET. Chief Officers will consider these for inclusion in the corporate Risk Register.

4.1.2 Departmental

Individual departmental management teams will conduct an annual review of the key risks to achieving the Departmental Aims in the forthcoming planning period. In doing so they will review the risks identified by each division, project and partnership for which they are responsible to identify -

- risks which are common to more than one area (and which cumulatively could be of great significance)
- risks which emanate from a particular area, but which could have a significant impact departmentally and/or corporately

During the course of the year, each management team will also identify new risks of departmental significance. Using its management / performance meetings, it will consider risks brought its attention by individual Heads of Service, project and partnership managers for their potential departmental impact.

4.1.3 Service / Team

Every service area will review on an annual basis the risks to achievement of its particular objectives in the forthcoming planning period. This will be undertaken by the Head of Service, managers and, where appropriate, representatives of service partners.

During the course of the year, each service area will also identify new risks using its management / performance meetings.

4.1.4 Project

For the purposes of this strategy, a project is - 'an activity outside "business as usual". Unless there are exceptional circumstances it excludes work that could be defined as "day to day operations". A project has a finite life. It achieves specific results that satisfy the needs of the organisation, through a series of linked activities carried out in an organised manner, with a clearly defined start point and finish point.

Every project will be considered to be the responsibility of a particular department. Prior to the initiation of any project, the project manager (or project sponsor) must confirm what project methodology and governance arrangements will apply. This will form part of the initial business case. Individual project management arrangements will define the points or intervals at which formal exercises will be undertaken to identify risks to the delivery of the planned project outcomes and how these will be conducted.

4.1.5 Partnerships

For the purposes of this strategy, a 'partnership' is a joint working arrangement - which is not governed by the Partnership Acts - and where the partners:

- are otherwise independent bodies;
- agree to cooperate to achieve common goals and outcomes for the community;
- share accountability, risks, and resources;
- create an organisational structure with agreed processes and programmes

Wirral Council Partnership Governance Framework and Toolkit

Every partnership will be considered to be the responsibility of a particular department. Prior to entering into any partnership agreement, an assessment must be undertaken both of the risks which participation in the partnership presents to the Council and key risks to delivery of the objectives of the partnership itself. This should form part of the initial business case.

The governance arrangements will define the points or intervals during the lifetime of the partnership when exercises will be undertaken to identify the risks to the successful delivery of the partnership objectives and how these will be conducted.

- 4.1.6 Each risk will be allocated a risk 'owner', that is, an individual who is in a position to manage the risk and ensure it is controlled effectively.

4.2. Risk Analysis

- 4.2.1 Each risk identified will initially be examined for its **inherent** level of risk. That is, assuming the absence of any controls. Its significance will be judged in relation to its likelihood and impact.

- 4.2.2 The risk will then be re-evaluated for its **residual** level of risk using the same factors, but taking into account controls and mitigation already in place which affect the likelihood and impact.

- 4.2.3 A 5-point scale (impact x probability) model (Section 8.4) will be used to evaluate risks. Both gross and net risk scores will be in the range of 1 to 25.

- 4.2.4 Each risk will be plotted against a Risk Scoring Model. The model defines overall levels of risk of High, Medium and Low. It will show graphically which

risks require the most urgent management attention and will also include a line of tolerance. Any risk above that line will be escalated to the next level of management.

4.3. Risk Control

- 4.3.1 Actions will be developed to 'manage down' those risks above the Council's tolerance threshold. The options available will be one or more of the following:

Tolerate. Where our ability to take effective action is limited or where the cost of mitigating the risk outweighs the potential benefit.

Treat. Take action to control the risk to an acceptable level by means of containment actions (before the risk materialises) or contingent actions (once the risk has happened)

Transfer. Pass some aspects of the risk to another party. This can take the form of a conventional insurance transaction or paying a third party to take on risk in another way (for example through out-sourcing services). We acknowledge that business and reputation risk cannot be transferred and that contracting can raise other risks to be managed.

Terminate (Avoid) Where it is feasible we will, by doing things differently, remove certain risks.

- 4.3.2 Most risks can be managed by 'treating' them. Relatively few risks have to be transferred.
- 4.3.3 Proposals to address risks must identify the resources required to deliver the improvements, the individual responsible for their implementation and the key dates(s) involved. They will be incorporated into service and project plans and recorded in the Risk Register.

4.4. Monitoring and Review

- 4.4.1 Regular reviews will be undertaken to identify new risks and any existing risks that no longer apply. Progress in managing existing risks will be also monitored to ensure that intended actions are achieved.
- 4.4.2 Once a risk has been identified, analysed, prioritised and further control actions agreed, it will be recorded in the relevant risk register. The total risk score will be used to measure performance in managing that risk and will be reviewed by the risk owner. High scoring risks will be subject to more frequent review.

Corporate risks: Reviews will be undertaken by the Corporate Improvement Group no less than once a quarter.

Departmental risks: Management Teams will carry out reviews of their key departmental risks no less than once a quarter.

Service Risks: Heads of Service will review the key risks to their services no less than once a quarter.

Project Risks: Project Managers will review the risks to individual projects at intervals specified by the project management arrangements.

Partnership Risks: Partnership managers will review the risks arising from partnership working at intervals specified by the partnership governance arrangements.

4.4.3 The relevant risk register will be updated following each review.

4.4.4 The Corporate Risk & Insurance Team will seek opportunities to benchmark with peer authorities, will continually monitor developing best practice in managing risk and suggest improvements to existing processes. It will undertake a formal review of the strategy every year, drawing upon the findings of any external inspections. The revised strategy will be reported to Members and publicised to all Council employees.

4.5. Reporting

4.5.1 Regular reports will be provided to Members and Senior Managers to provide an understanding of the risks faced the organisation and to provide assurance on the management of individual risks and the effectiveness of the Strategy as a whole.

4.5.2 Within the **Corporate Financial and Performance Review** the Chief Executive will confirm:

- The principal short-term risks to the delivery of each of the Council's corporate objectives and the main control actions;
- Progress against individual actions required to manage the long term strategic risks;
- Any new risk issues of potential corporate significance.

4.5.3 Within each **Quarterly Performance Management Report** Chief Officers will indicate to the relevant Overview and Scrutiny Committee:

- progress against actions to control the key departmental risks (including relevant performance indicators) and actions planned for the forthcoming quarter;
- details of any significant new risks that have been identified since the previous report

4.5.4 Within the **Performance Monitoring Year End Report**, Chief Officers will advise the relevant Overview and Scrutiny Committee the end of year outcomes for their department's existing key risks, including:

- a summary of additional control measures implemented and their effect, and for those not implemented, the reasons for this;

4.5.5 Within each **Departmental Plan** Chief Officers will include:

- the key risks faced by the department in the forthcoming planning period, including their risk scores;

- the additional control actions which it intends to implement to address these;
- a statement summarising the arrangements for managing risk within the department.

4.5.6 Progress in managing the risks associated with individual projects will be reported to the relevant project board and at such frequencies determined by with the agreed project governance arrangements.

4.5.7 All reports to Cabinet which require a decision to be taken by Members will confirm the main risks and opportunities and the principal controls.

4.5.8 Within the Annual Governance Statement the report to Audit & Risk Management Committee will include the effectiveness of risk management arrangements and areas for improvement.

The Director of Finance will also provide an annual report to Audit & Risk Management Committee on the performance indicators for the Strategy and any changes to risk management procedures and processes.

5.0 EVALUATING PROGRESS

5.1. The Council has a number of measures that will be used to monitor the effectiveness of managing risks.

5.2. As regards the success of the overall risk management strategy, the following qualitative measurements will be used:

- Outcome of Internal Audit report the Risk Management Framework (Annual)
- Opinion of Chief Internal Auditor in the Annual Governance Statement (Annual)

5.3. The Corporate Risk & Insurance Team (through the Director of Finance) will provide an annual report to Audit & Risk Management Committee reporting these indicators and summarising any changes in risk management practice.

6.0 EMBEDDING

6.1. The authority will seek to bring about the cultural changes necessary to improve the effective management of risk through:-

- Revising key documents, such as the Constitution and the Statement of Accounts;
- Ensuring that risk management principles are incorporated into all significant plans and strategies, such as the Corporate Plan, Medium Term Financial Strategy and Capital Strategy;
- Implementing a corporate strategy for service continuity management;
- Creating and revising guidance on managing risk in areas such as procurement and the management of projects and partnerships;
- Including risk management as a standard agenda item for meetings of COMT/ET, Departmental Management Teams and Project Boards;

- Including risk management focussed objectives in Key Issues Exchanges for managers;
- Ensuring that explicit information on the risks and opportunities associated with the decisions to be taken by Members are included in committee reports;
- Providing training to those who have responsibilities for managing risk.

7.0 OUTPUTS AND BENEFITS

7.1 Outputs

7.1.1 Risk management is an integral aspect of good management, which should deliver a number of valuable and tangible benefits to the Council and individual managers and assist in the delivery of services in the most effective and efficient manner. It is recognised, however, that some of the benefits will accrue incrementally and only be fully realised after the Council has achieved full implementation and analysed the impact.

7.1.2. Outputs from the risk management process will provide valuable additional information that should assist the Council in attaining effective corporate governance.

7.1.3. Outputs

- Risk Registers - These will provide consistent information on each risk, its significance and the key controls relating to it. A standard risk register template is shown at Appendix 8.2.
- Performance Measures - Analysis of qualitative and quantitative measures will enable the Council and stakeholders to understand the effectiveness of the Strategy.
- Risk Reports - regular reports on the Council's risks will enable officers and members to have a fuller awareness of those risks and any changes.

7.2. Benefits

7.2.1. The anticipated benefits of the formalised Risk Management process are: -

- A better understanding of risks and exposures faced by the Council.
- Ownership by managers of risks and the systems of control.
- The ability to better understand how the Council's risk profile is changing.
- Improved integration of risk management into systems, projects and contracting and partnership arrangements.
- Efficient and effective integration of recovery and contingency plans within the Council.
- The implementation of a more comprehensive and cost effective control environment.
- Improved communication on risk issues.
- More effective corporate governance arrangements.
- The development of a risk aware culture.

8.0 APPENDICES

8.1: Key Actions 2010/11

Task	Date
Conduct the risk management maturity survey	July / August 2010
Evaluate the current risk management framework and process against BS 31100:2008	August 2010
Hold business context interviews with Members and Chief Officers	July / September 2010
Refresh of key corporate risks (in light of the significant challenges)	November / December 2010
Management teams identify key departmental risks for 2011/12	Autumn 2010
Report findings from risk management survey and business context interviews	December 2010
Establish group to review the risk management framework and processes	January / March 2011 (subject to the decision from Cabinet on the report findings above)
Present key departmental risks to Cabinet as part of the Corporate / Departmental Service Plans for 2011/12	February 2011

8.2: Risk Register Template

Sectional Objective/Departmental Aim	Responsible Officer	
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Risk Register

Summary							Scores						Additional Controls			
Description of Risk	Date Raised	Date Last Reviewed	Category	Risk Owner	Consequences	Existing Controls	Gross Likelihood Score	Gross Impact Score	Total Gross Score	Net Likelihood Score	Net Impact Score	Total Net Score	Description	Officer Responsible	Target Date	Status

8.3: Impact and Likelihood Scores

Impact

Description	Score	Impact – Financial (Council, department or service area)	Impact - Reputation	Impact – Service Delivery	Impact – Health & Safety (Employees or public)	Impact – Service Objectives
Very Low	1	<2% of annual budget	Letter(s) of complaint.	Minor, very short term (under 24 hours) disruption to a single team or section.	Minor injuries or illnesses, but not resulting in 'lost time'	Minor effect on achievement of a sectional aim
Low	2	<5% but >2% of annual budget	Single adverse report in local media	Some short-term (under 48 hours) disruption to a single team or section, manageable by altered operational routine	Minor injuries or illnesses that require first aid and result in lost time.	Serious effect on achievement of a sectional aim
Medium	3	<10% but >5% of annual budget	Significant adverse publicity in local media	Longer term disruption (up to 7 days) to a number of operational areas within a single location and possible flow on to other locations. <u>Or</u> short-term disruption to a service-critical team or section.	Injuries or illnesses that result in an 'over 3 day' injury, major injury or hospitalisation	Achievement of a sectional aim seriously compromised and / or significant effect on a Departmental aim.
High	4	<15% but >10% of annual budget	Significant adverse publicity in national media. Dissatisfaction with Chief Officer &/or Member	All operational areas of a single location compromised. Other locations may be affected. <u>Or</u> longer-term (up to 7 days) disruption to one or more service critical teams or sections.	Single case of injury or illness that could be fatal, life threatening or cause long-term disability	Achievement of one or more departmental aims compromised and / or significant effect on achievement of Corporate objective
Very High	5	>15% of annual budget	Sustained adverse publicity in national media. Chief Officer &/or Member removal or resignation	Multiple locations compromised. Council unable to execute numerous service-critical functions.	Multiple cases that could be fatal, life threatening or cause long-term disability	Achievement of one or more Corporate objectives seriously compromised

Likelihood

Description	Score	Narrative	Quantitative (chance of occurrence within 3 years)
Very low	1	Extremely unlikely or virtually impossible	0-5%
Low	2	Unlikely, but not impossible	6-20%
Medium	3	Fairly likely to occur	21-50%
High	4	More likely to occur than not	51-80%
Very High	5	Very likely to occur	>80%

8.4: Risk Scoring Model



	Very Low (1)	Low (2)	Medium (3)	High (4)	Very High (5)
Very High (5)	5 Very low impact but very high likelihood	10 Low impact but very high likelihood	15 Medium impact but very high likelihood	20 High impact and very high likelihood	25 Very high impact and very high likelihood
High (4)	4 Very low impact but high likelihood	8 Low impact but high likelihood	12 Medium impact but high likelihood	16 High impact and high likelihood	20 Very high impact and high likelihood
Medium (3)	3 Very low impact and medium likelihood	6 Low impact and medium likelihood	9 Medium impact and medium likelihood	12 High impact but medium likelihood	15 Very high impact and medium likelihood
Low (2)	2 Very low impact and low likelihood	4 Low impact and low likelihood	6 Medium impact and low likelihood	8 High impact but low likelihood	10 Very high impact but low likelihood
Very Low (1)	1 Very low impact and very low likelihood	2 Low impact and very low likelihood	3 Medium impact and very low likelihood	4 High impact but very low likelihood	5 Very high impact but very low likelihood

8.5: Priority and Action Table

Risk Colour	Risk Level	Descriptor	Action Required
Green	Low	Minor risks that are well controlled and/or which have a modest impact.	Additional control actions are unlikely to be needed. But the risk needs to be kept under periodic review.
Amber	Medium	Important risks that may potentially affect the achievement of departmental or corporate objectives and/or the delivery of key services	Consider additional control actions in the medium term. For risks with a high or very high impact, a contingency plan may be necessary
Red	High	Critical risks which are likely to significantly affect the achievement of departmental or corporate objectives and/or the delivery of key services.	Immediate action should be taken to address the risk

WIRRAL COUNCIL

CABINET

25 NOVEMBER 2010

REPORT OF THE DIRECTOR OF FINANCE

INFORMATION AND COMMUNICATION TECHNOLOGIES (ICT) STRATEGY 2010-2013

1 EXECUTIVE SUMMARY

1.1 This report presents an updated draft of the rolling three year Information and Communication Technologies (ICT) Strategy. The strategy will be continuously reviewed and the updated document will be returned to Cabinet periodically.

1.2 Subject to any comments Cabinet is requested to approve the strategy.

2 BACKGROUND

2.1 The Council is a large user of ICT and as such requires a policy to manage and control the investment in ICT and to ensure that any investment is aligned with and supports:

- The Corporate Plan and Vision for Wirral
- Corporate priorities, aims and objectives
- The Medium Term Financial Strategy
- The Strategic Change Programme including:
Office Rationalisation Project
Customer Access Strategy
- Other Corporate strategies.

2.2 The ICT Strategy builds on a number of strategic decisions that have been approved by Cabinet including:

- Approval of the ICT Security Policy, most recently on 2 September 2010
- Core IT Systems replacement programme
- Central server and storage strategy, most recently by Cabinet on 23 July 2009.
- The recommendation of the ICT Strategic Review approved by Cabinet on 14 October 2010.

2.3 The ICT Strategy 2009-12 was most recently approved by Cabinet on 24 September 2009.

2.4 The ICT Strategy 2010-13 has been informed by the views of Departmental representatives on the Information Strategy Group (ISG).

3 THE ICT STRATEGY

3.1 The Strategy addresses the following areas:

- What is meant by and included in “ICT”
- Fundamental principles for ICT developments
- Objectives for investment in ICT
- Existing strategic framework
- ICT governance
- Security policies for the use of ICT
- ICT funding
- Business continuity and disaster recovery
- Members’ ICT provision
- Green ICT
- Service Quality
- Corporate systems and infrastructure

3.2 The Strategy contains as an appendix, an action plan to address issues identified.

3.3 The Strategy will be supported by an ICT work plan which will be reported to ISG and the Corporate Improvement Group (CIG).

4 CHANGES TO THE STRATEGY

4.1 Section 6, Governance, has been updated to reflect the decision of Cabinet on 22 July 2010 to amend the responsibility for management of the strategic change programme and to amend the membership of the Strategic Change Programme Board.

4.2 Section 6 also includes the requirement that all ICT developments are to be subject to a business case including an analysis of the impact on existing corporate resources, a technical evaluation by IT Services, an Equality Impact Assessment and information on any environmental impact.

4.3 Section 8, ICT Resources has been expanded to include further information on changes to the revenue budget and on reserves.

4.4 Section 12, Service Quality, now includes a commitment to consult Members and other users regarding hours of support.

4.5 Sections 13 and 14, Corporate ICT Systems and Infrastructure, and Actions, include reference to:

- Future changes to the Microsoft software in use (including e-mail and operating systems) that will have a significant cost and in view of this the potential to use Open Source software will be investigated
- Reviews of the current Customer Relationship Management (CRM) and Electronic Document Records Management systems
- The implementation of the new internet and intranet sites using Open Source software
- The potential acquisition of the Adult Integrated Solution (AIS) for DASS, a development of the existing SWIFT system
- The decommissioning of the national ContactPoint system
- The continuing changes required to retain Government Connect accreditation
- Changes being made to networks, telephony and desktop structures in support of the Office Rationalisation Project
- Investigation of data centre options for improved business continuity and disaster recovery
- The potential for sharing services including networks and data centres with potential partners including the local NHS
- Implementation of full device encryption for all mobile devices
- Management and control of all removable media
- Facilitating the use of social networking tools in conjunction with the Head of Tourism and Marketing
- The need to enable the appropriate sharing of Council information with the public for re-use.

4.6. The principal actions arising from the Strategic Review of ICT are included where appropriate in Section 14.

4.7. Changes to the Strategy are in italics.

5 FINANCIAL AND STAFFING IMPLICATIONS

5.1 The gross budget of IT Services is £12.75m of which £10.06m is for Council services and £2.69m is the cost of the IT service to schools which is recovered from schools. The budget for Council services includes the cost of departmental PC's and associated servers of £750,000 per year.

5.2 The Capital Programme includes a sum of £6m over four years for the ICT implications of the Office Rationalisation Project.

5.3 The implementation of the recommendations of the Strategic Review of ICT together with changes in technology, reductions in staffing and in the number and use of buildings should enable savings of £1.7m to be realised over four years.

6 EQUAL OPPORTUNITIES IMPLICATIONS

6.1 There are none arising directly from this report.

7 HUMAN RIGHTS IMPLICATIONS

7.1 There are none arising directly from this report.

8 LOCAL AGENDA 21 IMPLICATIONS

8.1 Business cases in support of ICT developments should include information on the environmental impact of the development.

9 COMMUNITY SAFETY IMPLICATIONS

9.1 There are none arising directly from this report.

10 PLANNING IMPLICATIONS

10.1 There are none arising directly from this report.

11 LOCAL MEMBER SUPPORT IMPLICATIONS

11.1 The provision of ICT facilities to Members can be found at Section 10 of the Strategy.

12. BACKGROUND PAPERS

12.1. ICT Strategy – September 2009

13 RECOMMENDATION

13.1 That the Information and Communication Technologies Strategy 2010-2013 be approved.

IAN COLEMAN
DIRECTOR OF FINANCE

FNCE/213/10

WIRRAL COUNCIL

**INFORMATION and COMMUNICATION
TECHNOLOGIES STRATEGY 2010**

ICT STRATEGY 2010

1 INTRODUCTION

1.1 The Council

- 1.1.1 Wirral Council is a complex organisation providing services to a borough of 308,000 citizens and the community beyond.
- 1.1.2 We are a large Metropolitan Authority with a gross annual budget of £870m including schools and which will face significant reduction in the coming years. We provide over 500 identifiable services – often in partnership with other organisations – and we deliver those services throughout our communities from over 200 separate buildings.
- 1.1.3 We aim to improve the quality of life for Wirral people by working with our partners to deliver the best services we can, in the most efficient and effective way.
- 1.1.4 We want to provide our services in a manner convenient to those who need them – for example, via our website, through our Call Centre, locally in our Neighbourhood Centres and One Stop Shops or by personal visit. To do this successfully, requires significant investment in Information and Communications Technologies (or ICT).

1.2 Why we need an ICT Strategy

- 1.2.1 Such technology is often expensive. We have many competing demands on our resources and we cannot have everything we want. Therefore, to ensure that:
- ICT investment is aligned to corporate aims, priorities and strategies
 - ICT resources are deployed in accordance with robust business cases
 - technology investment supports us in what we do in the most efficient and effective way and that
 - we provide our services in the most appropriate way
- it is necessary for us to agree how we will plan, co-ordinate and manage this investment.
- 1.2.2 An effective ICT strategy, effectively implemented, will support and deliver a platform for greater efficiencies and service improvements.
- 1.2.3 We need to be clear that we:
- can afford, develop and maintain all investment
 - invest only to support and improve our services
 - prioritise and co-ordinate all investment, so that we meet this aim most efficiently
 - invest in technology of the required corporate standard so that it efficiently supports our services

ICT STRATEGY 2010

and the risk of not doing so is a lack of control over our resources and that our services will not be provided as efficiently as possible.

1.2.4 This document deals with these issues as follows:

Section	Title	What it does
2	What is ICT?	<ul style="list-style-type: none"> • Explains what we mean by ICT.
3	Fundamental Principles	<ul style="list-style-type: none"> • Lays down fundamental principles which underpin all ICT development in this Council.
4	Our ICT Objectives	<ul style="list-style-type: none"> • Explains why we invest in ICT.
5	Existing Strategic Framework	<ul style="list-style-type: none"> • Explains how we have been implementing our Fundamental Principles.
6	Governance	<ul style="list-style-type: none"> • Describes how we manage ICT corporately. • Defines responsibilities.
7	Security Policies, Standards and the Use of ICT	<ul style="list-style-type: none"> • Explains why we need to have and enforce policies, standards and procedures regarding use of ICT.
8	ICT Resources	<ul style="list-style-type: none"> • Explains how we fund our ICT investment. • Explains how we deploy and train our ICT staff. • Explains responsibilities for training staff in the use of ICT.
9	Business Continuity and ICT Disaster Recovery	<ul style="list-style-type: none"> • Explains what Business Continuity and Disaster Recovery mean and why they are important. • Defines responsibilities.
10	Provision of ICT to Members	<ul style="list-style-type: none"> • Describes how we support Members through ICT provision.
11	Green ICT	<ul style="list-style-type: none"> • How we will manage and reduce the environment impact of ICT.
12	Service Quality	<ul style="list-style-type: none"> • Defines how IT Services measures its performance and how this will be monitored and improved in future.

ICT STRATEGY 2010

13	Corporate ICT Systems and Infrastructure	<ul style="list-style-type: none">• Defines what we mean by Corporate ICT Systems and Infrastructure.• Identifies on-going strategic development for improvement.
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1.2.5 ICT has an impact on everyone who works for or comes into contact with the Council. We have tried to make this document simple and easy to read and follow.

1.2.6 We expect that this strategy will be valid at least until 2013 – but as ICT changes constantly and this strategy is to be delivered in a period of significant budgetary pressure and service delivery change we will continuously review it to make sure it stays relevant. The Strategy will be supported by an ICT work plan which will be monitored by the Council's Information Strategy and Corporate Improvement Groups.

Jeff Green – Leader

Wirral Council

Jim Wilkie – Interim Chief Executive

Wirral Council

ICT STRATEGY 2010

2 WHAT IS ICT?

2.1 Information and Communications Technologies (ICT) are the computing and communications facilities which support the delivery of the Council's Services. These include:

- networks
- computers
- mobile devices
- telephones
- systems or applications (see Section 13)
- e-mail
- websites (internet, external and intranet, internal)
- staff and client authentication (identification for secure access)

2.2 Effective use of ICT requires appropriate knowledge, skills and understanding both to:

- design, implement and support the systems effectively, and
- use the systems efficiently.

2.3 The purpose of ICT is to enable the secure communication of correct, relevant and timely information to the right person, in a format which the recipient can use.

2.4 ICT supports the Council's business processes, (the way in which we do things, such as processing planning applications), to:

- enable mobile and more efficient working methods
- promote efficiency and accuracy in the transactions,
- support workflows (automating the flow of information), and
- ensure appropriate record storage.

3 FUNDAMENTAL PRINCIPLES

3.1 ICT investment is guided by the following key principles.

3.2 **Information collected and held by the Council is a corporate resource.**

Therefore:

- We will ensure that ICT investment decisions ensure adherence to common data standards. These standards will be in accordance with industry best practice.
- We will move to holding data once and using it many times, as permitted by legislation.
- Investment will support the Council's development of a flexible, secure and resilient ICT platform. This will enable us to use and exchange information within the Council and with others.

3.3 **ICT investment decisions are an integral part of the Council's Corporate Planning Processes.**

Therefore:

We will ensure that due regard is paid to other corporate strategies. These include:

- Corporate Plan

This sets out the broad strategic direction and priorities for the Council in relation to our corporate objectives. Its principal focus is on improving services for local people.

We need to ensure investment supports this focus.

- Medium Term Financial Strategy

This four year strategy sets out our forecast of the Council's available resources, in order to assist in how we deliver our objectives and priorities.

- Customer Access Strategy

This is a framework for the development of all Wirral's access channels, making information and services more accessible, responsive to customer needs and maximising resolution at the initial point of contact.

We will be heavily reliant upon ICT achieve this.

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- People Strategy

This is a framework to ensure that the Council has an effective and productive workforce to meet its current and future objectives.

- Office Rationalisation Project

This addresses how the Council manages its building needs to ensure maximum efficiency whilst enabling the delivery of high quality services and achieving a strategic consolidation of administrative buildings.

- A Workplace Transformation Project will transform the use of administrative buildings and support new ways of working to drive service improvement, efficiency and the reduction of office accommodation costs.
- Any building change can impact upon ICT, be it to support staff or public directly or in the infrastructure we use to supply the information.
- ICT provision will both enable and need to respond to the Office Rationalisation Project.

3.4 The Council's ICT needs are delivered by an in house team, IT Services, which is responsible for:

- identifying appropriate ICT standards,
- monitoring adherence to this principle, and
- reporting variations to this principle in accordance with Section 6
- procuring external services to the value of £4m. each year.

3.5 Chief Officers' Management Team (COMT) is responsible for ensuring the co-ordination of all strategies so that the corporate priorities are most efficiently met.

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4 OUR ICT OBJECTIVES

4.1 We invest in ICT to achieve the following objectives:

Objective		How
1	To enhance the democratic process.	<ul style="list-style-type: none"> • Provision of modern communication and information tools to support Wirral Members and citizens.
2	To support the provision of services organised around the recipient.	<ul style="list-style-type: none"> • Implementation of Customer Access Strategy. • Provision of alternative service delivery channels • Implementation of secure authentication. • <i>Working with other organisations to provide citizen centred services.</i>
3	The support of flexible, effective, efficient and economical service delivery.	<ul style="list-style-type: none"> • Development of standard work processes using technology to support the One Stop Shops, Call Centre and web site. • Development of an 'agile workforce' (the ability to work outside the boundaries of the office – to suit the needs of the Council, employee and service recipient).
4	To provide a primary source of information to staff, Members and the public to enable the provision of relevant, timely and correct information in a format the recipient can use and to ensure that information is secure and appropriately controlled.	<ul style="list-style-type: none"> • Development of Internet/ intranet and associated systems. • Development of integrated systems. • Development of secure communications channels • The Director of Finance is the Council's Senior Information Risk Owner.
5	To provide a Council-wide resource planning tool.	<ul style="list-style-type: none"> • Development of integrated systems including Human Resources and Payroll.

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4.1 ICT Investment Objectives (continued)

Objective		How
6	To ensure that the decisions taken and actions made within Wirral are based on accurate data.	<ul style="list-style-type: none"> • Ensuring all developments accord with a standard data quality framework. • Development of integrated systems. • Development of a corporate customer database.
7	To ensure that our staff have the skills and confidence to use the systems available to them in their role in Wirral Council.	<ul style="list-style-type: none"> • Implementation of effective training in the use of ICT systems.
8	To ensure that staff who manage and use information have appropriate security systems and awareness.	<ul style="list-style-type: none"> • Implementation of effective training in the use of ICT systems and knowledge of security policies. • Development of an encryption policy to secure data. • Support the roles of Senior Information Risk Owner and Information Asset Owner to control use of Wirral data.
9	To provide ICT support as economically as possible.	<ul style="list-style-type: none"> • Implementation of a standard configuration and remote support for personal computers (PC's) and a Council wide solution to software management. • Implementation of a "virtualised desktop" to support the Office Rationalisation Project and the agile workforce. • Continue to develop the single, integrated and appropriately staffed ICT service.
10	To enable the secure transfer of data to external bodies/ agencies, ensuring information	<ul style="list-style-type: none"> • Development of integrated systems. • Development of secure

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Objective		How
	can be shared between all involved.	communications channels. <ul style="list-style-type: none">• Implementation of secure authentication.• <i>Maintenance of Government Connect accreditation.</i>

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5 EXISTING STRATEGIC FRAMEWORK

5.1 We have already implemented a number of decisions which underpin our ICT investment principles.

	Decision	Reason	Reference
1	The adoption of a security framework	To keep the Council's data and systems secure from misuse and attack.	Presented annually to Cabinet, most recently 2 September 2010.
2	The acquisition or replacement of our Core IT systems	To implement corporate integrated systems.	Cabinet 23 October 2003.
3	The Central Server and Storage Strategy	To host our critical services.	Cabinet 5 February and 23 July 2009, Council Excellence, Overview and Select Committee 8 July 2010.
4	Strengthening the ICT staffing structures	To strengthen corporate roles.	Cabinet 6 May 2004.
5	The Print Strategy	To identify the most economical method for printing and photocopying.	Cabinet 18 August 2004
6	The creation of a corporate IT unit (IT Services)	To provide economies of scale and the consistent application of standards.	Cabinet 1 December 2005.
7	The commitment to the Government Connect Programme	To facilitate the secure exchange of data and emails with partners.	Cabinet 8 February 2007 and 22 May 2008.
8	The creation of the posts for Knowledge, Web and Land and Property Systems Managers	To enhance the development of appropriate services.	Employment and Appointments Committee 11 September 2006.
9	The ICT Strategy 2010	To set out the future	<i>Presented annually to Cabinet, most recently</i>

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Decision		Reason	Reference
		direction of ICT.	<i>25 November 2010.</i>
10	The Strategic Change Programme	To agree priorities.	Cabinet 10 December 2008, 15 October 2009, 14 January and 22 July 2010.
11	<i>Internet Connectivity</i>	<i>Award of contract for the provision of connection to the Internet to support service delivery.</i>	<i>Council Excellence Overview and Scrutiny Committee 16 September 2009.</i>
12	<i>ICT Licenses</i>	<i>To ensure software in use within Wirral Council is appropriately licensed.</i>	<i>Cabinet 14 January 2010.</i>
13	<i>Office Rationalisation: Information Technology Requirements</i>	<i>To agree IT changes necessary to support the Office Rationalisation Project and the financing of desk top equipment.</i>	<i>Cabinet 14 January 2010.</i>
14	<i>Data Centre Review</i>	<i>To ensure immediate and future investment in the Council's data centres is aligned to the Office Rationalisation Project objectives.</i>	<i>Cabinet 18 March 2010</i>
15	<i>Government ICT Strategy</i>	<i>To enable the Council to make informed decisions on ICT investment.</i>	<i>Cabinet 15 April 2010</i>
17	<i>Provision of enhanced Telecommunications Network</i>	<i>To agree provider.</i>	<i>Cabinet 27 May 2010</i>
18	<i>ICT Strategic Review</i>	<i>To review our ICT technologies and organisation.</i>	<i>Cabinet 14 October 2010</i>

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6 GOVERNANCE

6.1 The Council decides how to allocate the Council's available resources.

6.2 Within the overall constraints the Executive, the Council's Cabinet, determines ICT policy and investment and approves security policy.

6.3 *The Strategic Change Programme Board was established by Cabinet 22 July 2010 and consists of the Leader and Deputy Leader of the Council, The Deputy Leaders of the Conservative and Liberal Democrat Groups, The Chief Executive and the Lead Chief Officer for the Programme.*

The Chief Executive, in consultation with the Programme Board, has delegated authority to take all decisions relating to the Programme.

The Director of Finance is responsible for the Council's ICT Services, *attends the Strategic Change Programme Board* and identifies appropriate resources to ensure that the ICT provision reflects our agreed corporate needs.

6.4 The Council's Executive Team recommends policy options and their implications to Cabinet and is responsible for implementing Cabinet decisions.

6.5 The Executive Team delegates:

- *to the Corporate Improvement Group (CIG), the control and co-ordination of ICT investment programmes outside the Strategic Change Programme*

and

- to the Information Strategy Group (ISG), the development of related policies.

6.6 *All ICT developments are managed and prioritised in line with corporate priorities and to common standards. This role is the responsibility of the Deputy Director of Finance.*

6.7 CIG is chaired by the Interim Director of Corporate Services and comprises of Heads of Service from each of the Council's Departments.

6.8 ISG is chaired by the Head of Information Technology Services, comprises of a senior officer from each of the Council's departments together with representatives from IT Services and meets at least six times a year.

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The Head of Information Technology Services will report to ISG, CIG or The Executive Team as appropriate on relevant issues. This includes the:

- implications of ICT developments
- implications of other Council developments on ICT
- ICT resources
- ICT security
- *and external influences on the above including the Government ICT Strategy.*

6.9 *All ICT developments are to be subject to a business case including an analysis of the impact on existing corporate resources and a technical evaluation by IT Services. Business cases should also include an Equality Impact Assessment and information on any environmental impact.*

6.10 The development of Members' ICT is discussed at the Members Equipment Strategy Group and reported to Cabinet for agreement.

6.11 IT Services manages the service to the Council through developing Service Level Agreements (SLA's) and support contracts.

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7 SECURITY POLICY, STANDARDS AND THE USE OF ICT

- 7.1 ICT is an integral part of how we provide our services and we invest significant resources in the provision of ICT. It is therefore essential for us to have and enforce standards, policies and procedures to safeguard all users, the services, and the Council's interest.
- 7.2 Security concerns those policies, procedures and technical controls used to ensure that information is held and transferred securely and is only available to those with authorised access.
- 7.3 The ICT Security Policy is approved annually by Cabinet.
- 7.4 The Director of Finance is the Council's Senior Information Risk Owner (SIRO), responsible for the information risk policy and the management of information risk.
- 7.5 Also, each department has a SIRO responsible for identifying an Information Asset Owner (IAO) for each departmental systems. IAO's are responsible for understanding what information is held, for it being processed appropriately and for controlling access to it.
- 7.6 The responsibilities of the Information Strategy Group include the formulation of the ICT Security Policy.
- 7.7 The Council has agreed the following policies and procedures:
- Code of Practice for the use of Internet and Electronic Mail Facilities
 - Information and Communications Technologies Security Policy
 - Audit Guidelines for ICT Systems
 - Print Strategy
 - ICT Supplies and Consumables.

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8 ICT RESOURCES

- 8.1 The total corporate revenue budget for ICT provision by IT Services in 2010/ 11 is £12.75m.
- 8.2 This covers service provision to all Council Departments (£10.06m) and the majority of schools (£2.69m) and includes:
- all Staff whose principal role is ICT, currently 142 corporate and 46 schools IT service
 - all Corporate ICT Systems
 - the Corporate ICT Infrastructure.
- 8.3 *The corporate budget now includes £750,000 for the planned, phased replacement and life-cycle management of desk top equipment and associated Windows servers.*
- 8.4 £1.5m p.a. for 4 years has been allocated within the Capital Programme for ICT implications of the Office Rationalisation Project.
- 8.5 *There are ICT Reserves at 1st April 2010 as follows:*
- Intranet Development: £1,632,554 for the expansion and development of the corporate systems and infrastructure.*
- One Stop Shops: £348,882 for the development of IT systems within the One Stop Shops.*
- Schools Service: £294,180 to fund future projects and income fluctuations of the Schools IT Team.*
- IT Replacement: £28,804 for the replacement of equipment in the IT training suite.*
- 8.6 Departments are charged via the system of Central Establishment Charges based on time recording for staff, use of the main computers and data storage. The service is defined in Service Level Agreements (SLA's).
- 8.7 The service provided by IT Services to schools is governed by SLA's and funded from within the individual schools budgets. Schools are able to obtain their ICT requirements from either IT Services or external providers. Account Managers provide a liaison service for schools service delivery.
- 8.8 IT Services is responsible for identifying and fulfilling the training needs of ICT staff, to be funded from ICT budgets. *As recommended by the Strategic Review this will include the implementation of ITIL (the IT Infrastructure Library and SFIA (the Skills Framework for the Information Age).*

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- 8.9 Departments are responsible for identifying and fulfilling the training needs of their staff in the use of office and departmental systems, to be funded from departmental budgets.
- 8.10 IT Services will take a lead role in the organisation of corporate training in the use of desktop software.
- 8.11 *The outcome of a Strategic Review of the IT service was reported to Cabinet 14th October 2010. Actions from the Review are incorporated into this Strategy and are also extracted from the Cabinet report at Appendix 2.*

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9 BUSINESS CONTINUITY AND ICT DISASTER RECOVERY

- 9.1 The Council requires cost-effective, risk-based, disaster recovery arrangements to ensure that we can continue to meet the needs of our citizens.
- 9.2 IT Services is responsible for business continuity and disaster recovery plans for the Council's corporate ICT systems and infrastructure *and will determine these in consultation with service users, the Asset Management Strategy and the Council's Health, Safety and Resilience Operations Manager.*
- 9.3 IT Services is responsible for ensuring that:
- the infrastructure is developed in accordance with industry best practice to reduce the likelihood and impact of an ICT failure
 - back-ups of all corporate systems are taken in accordance with industry best practice
 - an appropriate ICT disaster recovery plan in accordance with industry best practice is in place
 - plans and procedures are continuously reviewed to ensure that they are effective and meet our changing business needs
 - liaison takes place with suppliers and partner organisations to align plans.
- 9.4 Individual service managers are responsible for developing business continuity plans, regardless of the cause of interruption to service *and IT Services will offer assistance with this.*

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10 PROVISION OF ICT TO MEMBERS

- 10.1 Elected Members need the opportunity to access the Council's communication and information systems to fulfil their role.
- 10.2 The Council provides Members with appropriate hardware and furniture together with network access to relevant applications for home use.
- 10.3 First line and day to day support and training are provided by a specific liaison post in the Department of Law, HR and Asset Management. Second line support is provided by IT Services between 07.00 and 23.00 excluding Christmas Day.
- 10.4 The Member Equipment Strategy Group (MESG) is the support forum for Members' ICT issues, attended by senior politicians and officers.
- 10.5 The requirements for renewal are discussed and developed at MESG and agreed by Cabinet.
- 10.6 The budget for Members' ICT is held by the Director of Law, HR and Asset Management.
- 10.7 Currently, the equipment is reviewed and renewed on a 4 year cycle, most recently in 2008.

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11 GREEN ICT

- 11.1 IT Services, in line with the Council's corporate objective to create a clean, pleasant, safe and sustainable environment, will actively manage the environmental impact of its ICT delivery.
- 11.2 IT Services ensures compliance with the Waste Electrical and Electronic Equipment (WEEE) Regulations for disposal of equipment. Redundant equipment is recovered and re-cycled by an external contractor.
- 11.3 IT Services staff receive environmental awareness training in the implementation of the Council's Environmental Management system.
- 11.4 Staff are encouraged to ensure unused equipment is turned off and to print only what is required.
- 11.5 The Council's Print Strategy leads to a reduction in the number of printers in use, resulting in reduced procurement and energy consumption. Major print tasks are delivered by a central print unit.
- 11.6 When purchasing equipment the Authority chooses energy saving devices that have been manufactured in an environmentally-conscious fashion.
- 11.7 Corporate programmes such as the delivery of services via the web and agile working will reduce the occurrence of unnecessary travel on Wirral.
- 11.8 Other existing technical strategies which will contribute to carbon reduction are:
 - Remote support for desktop equipment
 - Virtualising existing and new servers
 - "Thin Client" desktop environment
 - The establishment of a tiered storage area network
 - Re-use of desktop equipment.
- 11.9 *Business cases in support of ICT developments should include information on the environmental impact of the development.*

12 SERVICE QUALITY

- 12.1 IT Services will be developing a series of performance measures and service level agreements (SLA's) that are in line with the recommendations of both the Society of IT Management's (SOCITM) Performance Indicators and the Audit Commission's VFM indicators for ICT.
- 12.2 *Service levels re hours of support will be determined in consultation with Members and other clients as appropriate.*
- 12.3 Customer satisfaction surveys distributed via the IT Helpdesk will be used in conjunction with performance reporting from Helpdesk data to continuously improve the service.
- 12.4 A programme to improve liaison and consultation with departments will further contribute to service improvement and quality.
- 12.5 A demonstration of service quality is formal accreditation. IT Services will introduce a formal programme of development which will benefit the organisation and will result in formal accreditation.

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13 CORPORATE ICT SYSTEMS AND INFRASTRUCTURE

13.1 This section identifies the key parts of our current technology and identifies how they need to be maintained and developed in the future in accordance with this strategy.

13.2 Corporate ICT Systems

Corporate ICT Systems include:

System	Description	Current Position	Future Developments
e-mail	An electronic messaging system for internal and external communication.	Wirral Council's email system is provided using Microsoft Exchange 2003. There are currently approximately 4,000 users.	<ul style="list-style-type: none"> • E-mail resilience is regularly reviewed and proposed improvements considered by ISG. • <i>Current version of Exchange is supported until 2014.</i> • <i>A future change will have considerable financial implications.</i>
ERP (Enterprise Resource Planning)	An integrated system which supports services such as Financials, Procurement, Payments and Receivables.	<p>Oracle ERP is being developed in line with the Change Programme.</p> <p><i>MPF ledger replaced with Oracle and live.</i></p> <p>Investigating migration to Oracle Release 12.</p>	<ul style="list-style-type: none"> • <i>Integration into the Council's business processes for electronic / single billing and integration with Documentum for invoice process automation. Project continues and will be in place April 2011.</i> • <i>The electronic payment of invoices (e.g. to utilities) is complete. The next stage is the scanning of invoices and the automated processing off invoices</i>

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			<ul style="list-style-type: none"> • Migration to R12 or alternative by November 2013.
CRM (Customer Relationship Management)	A system which records customer contact, offers end to end service delivery and can replace many smaller administrative systems.	<p>Oracle system, live since June 2005.</p> <p><i>Eleven online forms developed and available.</i></p>	<ul style="list-style-type: none"> • Integration with other systems and business processes to provide end to end service delivery. • being developed in line with the Customer Access Strategy for Street Scene with self service functionality via on-line forms. <i>Further development to be decided.</i> • <i>To be reviewed following the ICT Strategic Review.</i>
Content Management or Electronic	A system which allows us to store, share, retrieve and manage documents	<p>Documentum, <i>live repository to provide information for web site delivery.</i></p>	<ul style="list-style-type: none"> • <i>Software upgrade will be completed by December 2010.</i> • <i>To be reviewed following the ICT Strategic Review.</i>

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13.2 Corporate ICT Systems (continued)

System	Description	Current Position	Future Developments
Document and Records Management (EDRM)	<i>A system for the creation, storage, retrieval and secure management of electronic business information (content), integrated with scanning processes and core systems.</i>	<p>Documentum, live for: Electronic Social Care Records (ESCR) (Adults, Nov 2005), HR Records (May 2009), Corporate System (early adopters)(May 2010).</p> <p><i>In use for invoice processing.</i></p> <p><i>Structure for the Corporate Repository supporting the Accommodation Rationalisation Project has been developed.</i></p>	<ul style="list-style-type: none"> • <i>Software upgrade required 2010.</i> • <i>Electronic Social Care Record (Children's)</i> • <i>Further developments for invoice processing</i> • <i>Corporate System roll out and development (integral to rationalising back office/ office accommodation) including workflow</i> • <i>Specific integration with other core systems</i> • <i>Enhancements to existing HR and ESCR applications.</i> • <i>Develop an information asset register to facilitate public use of Council data.</i> • <i>To be reviewed following the ICT Strategic Review.</i> • <i>Development being lead by the Knowledge Manager.</i>
HR/ Payroll	The system which records details of our staff relevant to employment and payment.	<i>HR system (Northgate Arinso) procured and implementation begun.</i>	<ul style="list-style-type: none"> • <i>Self service functionality.</i>

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Internet	The system which provides external access to Council information and services via the website and allows Council access to the web.	<i>New web site implemented using open source software.</i>	<ul style="list-style-type: none"> • Development is being lead by the Web Manager. • <i>Essential developments in support of the Customer Access Strategy and communications.</i>
Intranet	The system which provides information and services to Members and Council staff.	<i>New intranet site implemented using open source software.</i>	<ul style="list-style-type: none"> • Essential developments to support the Office Rationalisation Project, Customer Access Strategy and Common Administrative Processes.
Geographical Information System	The system that provides a single source of all map based information and provides other systems with up to date address data. E.g. Business Control/ Development Control, Electoral Register.	<p>System implemented.</p> <p><i>Compliant with INSPIRE annex 1. Annex 2 is not relevant to Local Authorities.</i></p>	<ul style="list-style-type: none"> • <i>The web based mapping system will upgrade from Planaccess to Stratus Connect by March 2011.</i> • <i>Compliance of annex 3 of EU Directive INSPIRE. (Infrastructure for Spatial Information in Europe) by 3 December 2013. The INSPIRE directive was created to assist environmental policy-making by improving the accessibility and interoperability of spatial information across Europe.</i>

13.3 Principal Business Applications

Principal Business Applications include:

System	Description	Current Position	Future Developments
Housing Benefits and Council Tax	The integrated system which pays housing and council tax benefits and bills and records council tax liabilities.	The Academy system implemented in November 2006.	<ul style="list-style-type: none"> • Further alignment with business processes. • <i>Potential for change to web front end subject to business case.</i>
Business Rates	The system which bills and records income for business rates.	Academy system implemented in 2009.	<ul style="list-style-type: none"> • Further alignment with business processes.
Document Management and Workflow	A system used to manage documents and integrate with applications and business processes.	Civica systems used in separate instances in Revenues and Benefits and the Merseyside Pension Fund - mature systems.	<ul style="list-style-type: none"> • Further alignment with business processes.
Merseyside Pension Fund	The system record member details, calculates entitlement and pays pension benefits.	<p><i>Financial management moved to Oracle eBusiness suite in April 2010.</i></p> <p>AXIS, a mature system but due for replacement by supplier.</p>	<ul style="list-style-type: none"> • Preparation for new Pensions Administration system by June 2011.

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13.3 Principal Business Applications (continued)

System	Description	Current Position	Future Developments
Adult Services Client Records	<p>The system records client details, <i>assessed needs, personal circumstances and service delivery and enables automated payments to providers and contributions towards personalised support.</i></p> <p>A system to pay for care.</p>	<p>SWIFT, a mature system <i>being enhanced to support efficient business processes.</i></p> <p><i>Functionality delivered by SWIFT.</i></p>	<ul style="list-style-type: none"> • Further alignment with business processes. • Adult Integrated System, increased agility and streamlined business processes. • <i>Archiving requirement for Trojan system to be decided.</i>
Adult Integrated Solution	<p><i>Builds on the existing SWIFT application using e-forms to give an intuitive web based system designed to support the personalisation agenda and self directed support.</i></p>	<p><i>Report to Cabinet December 2010 for approval to procure and implement AIS.</i></p>	<ul style="list-style-type: none"> • <i>Implementation of AIS to support the Personalisation programme in DASS, subject to business case and Cabinet approval.</i>
Integrated Children's System	<p>Children's Social Care Case Management System.</p>	<p>In use, web based application built on the SWIFT database and linked to ESCR integration with Documentum.</p>	<ul style="list-style-type: none"> • Implementation of future versions in line with local and national requirements. • <i>Local tailoring of the system to match local business processes and possible changes/ upgrades that may be required following the Munro Review of child protection.</i> • <i>Implementation of a 'standby service' allowing look up access in the event of</i>

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System	Description	Current Position	Future Developments
			<p><i>system failure or planned down time during upgrades etc.</i></p> <ul style="list-style-type: none"> • <i>Possible integration with a 'National Signposting System'; awaiting further details and business case confirmation from the Department for Education.</i>
ContactPoint	The national children's index.	<p><i>The system has been decommissioned in a controlled and managed way. The national switch off took place on 6th August 2010.</i></p>	<ul style="list-style-type: none"> • <i>Decommissioning processes complete.</i>
Computerised Administration Replacement System for Schools	Centralised computer solution for Primary and Special school administration.	Operational for 74 schools	<ul style="list-style-type: none"> • Improving business continuity with an off site mirrored system. • Migrating further schools

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13.4 Corporate Infrastructure

Corporate Infrastructure includes:

System	Description	Current Position	Future Developments
Network	<ul style="list-style-type: none"> • <i>The wide area network provides electronic connections between all Council offices, schools and establishments to carry both data and internal telephony.</i> • Local area networks are the connections between the PC's, servers and systems within each site or building complex. • The existing network is organised around 2 "core" nodes and 8 "distribution" nodes each of which has 2 links to the core nodes to provide resilience via alternative routing. 	<p><i>The existing network is not capable of providing the increased capacity required by schools and, due to the location of the core and distribution nodes, significant changes will be required as the requirements of the Office Rationalisation Project are implemented.</i></p> <p><i>A contract has been awarded for the provision of a revised network that provides flexibility to meet the needs of schools and the Office Rationalisation Project with minimum change.</i></p>	<ul style="list-style-type: none"> • Continued development to ensure capacity for traffic generated by existing and new high bandwidth applications and those applications requiring quality of services guarantees. • The network will be developed to support greater mobility, security and manageability. • Internet connects are periodically reviewed for capacity and performance. Resilience will be improved <i>by providing alternative routing in the event of a circuit failure.</i> • Security will be improved to support the Council's developing diverse network services including mobile working. • Changes to meet the requirements of the Office Rationalisation Project. • Enable the changing needs of schools. • <i>Investigation of future joint procurement of a common network with local NHS.</i>
Desktop/ Distributed	The PCs and associated servers used throughout the	4,500 PCs, some running old operating systems and	<ul style="list-style-type: none"> • <i>Virtualisation of desk top infrastructure.</i> • <i>Replacement of existing equipment by</i>

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System	Description	Current Position	Future Developments
Systems	Council to access corporate and business applications.	<p>needing site support</p> <p><i>Central support for hardware.</i></p> <p><i>Central deployment and support of software.</i></p> <p><i>Introducing as a corporate standard the virtualised desktop to facilitate agile working.</i></p>	<p><i>planned, phased replacement life-cycle management.</i></p> <ul style="list-style-type: none"> • <i>Redesign of Active Directory structure and profile analysis.</i>
<i>Desktop operating system</i>	<i>A system which controls the use of PC resources.</i>	<i>Windows XP</i>	<ul style="list-style-type: none"> • <i>Supported until 2014.</i> • <i>Evaluation of Windows 7 and comparison with Open Source software.</i> • <i>A future change will have considerable financial implications.</i>
<i>Server operating systems</i>	<i>System which control the use of server resources.</i>	<p><i>Mainly Windows 2003 for Windows servers.</i></p> <p><i>Solaris v10 for Unix servers.</i></p>	<ul style="list-style-type: none"> • <i>Windows 2003 supported until 2014.</i> • <i>Evaluation of Windows 2008 and Open Source alternatives.</i> • <i>A future change will have considerable financial implications.</i>
<i>Open Source Software</i>	<i>Freely available systems for a variety of applications.</i>	<i>In use for internet, intranet and a number of web services applications enabling PC's to connect to back office databases.</i>	<ul style="list-style-type: none"> • <i>Investigation of alternatives to existing operating systems and applications.</i>
Central processors and data storage	The processors and data storage used by the corporate	<i>EMC storage systems installed and data migrated from the</i>	<ul style="list-style-type: none"> • <i>Develop tiered storage to ensure data resides on the most cost effective</i>

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System	Description	Current Position	Future Developments
	<p>and principal business applications, which is based on Sun processors and Solaris operating system with associated EMC data storage systems.</p>	<p><i>Sun SAN.</i></p> <p><i>Servers are being virtualised where possible and redundant devices decommissioned.</i></p> <p><i>Two Sun M4000 processors implemented to specifically support the HR and Social Services systems.</i></p>	<p><i>device.</i></p> <ul style="list-style-type: none"> • <i>Replacement of E6900 processors with M5000's in 2010/ 11.</i>
Data Centre	<p>The location of the Council's principal servers, data storage and telephone systems.</p>	<p>Specialist rooms located within the Treasury Building/ Annexe and the Hamilton Building.</p> <p><i>A review conducted by consultants advised that the current data centres are no longer fit for purpose and recommended that any major investment needs to await the conclusions of the Office Rationalisation Project.</i></p> <p><i>Additionally a number of actions were identified that needed immediate action to make the current facilities safe. The recommendations to make the facilities safe have been</i></p>	<ul style="list-style-type: none"> • <i>Technical Services are currently reviewing the adequacy of the air conditioning within the two Treasury rooms.</i> • <i>Implementation of the recommendation re the appropriate model for the Council is dependant on the outcome of the Office Rationalisation Project.</i> • <i>Potential for a shared service with NHS or other Councils is being investigated.</i> • <i>The Central Government ICT Strategy – Data Centre Strategy and provision of processing functionality via the g-cloud will inform the business case for future investment in the Council's data centres.</i>

ICT STRATEGY 2010

System	Description	Current Position	Future Developments
		<p><i>carried out.</i></p> <p><i>Power supplies to both rooms have been modernised.</i></p>	
Telephones	<p>Mitel SX 2000 telephone system, used by all main corporate sites. 7,000 unique internal extension numbers. Mobile phones are provided from an Office of Government Commerce contract.</p>	<p>A mature system.</p>	<ul style="list-style-type: none"> • <i>Implement Voice over Internet Protocol (VOIP) technology and Unified Communications to support the objectives of the Office Rationalisation Project for a more flexible working environment.</i> • <i>Continue to monitor the future national programme for rationalising public sector telephone numbers (0300).</i>
Security Systems	<p>The policies, procedures and technical controls employed to ensure that information held is available at agreed times to those authorised to access it, is accurate and not corrupted.</p>	<p><i>Wirral IT Security Policy approved by Cabinet 02.09.10.</i></p> <p>Firewalls, anti-virus software, encryption, passwords, two factor authentication, vulnerability testing.</p> <p><i>Use of Government Connect secure exchange functionality to enable secure exchange of information with other public sector partners.</i></p> <p><i>Security was strengthened in</i></p>	<ul style="list-style-type: none"> • Continued development of the roles of Senior Information Risk Owner (SIRO) and Information Asset Owner (IAO). • Compliance with Payment Card Industry Data Security Standard (PCIDSS). • Review of end-point security. • Use of ISO27001 standard as best practice. • <i>Various changes to retain Government Connect accreditation.</i> • <i>Implementation of full device encryption for all mobile devices.</i>

ICT STRATEGY 2010

System	Description	Current Position	Future Developments
		<i>September 2009 with a revision to the configuration of staff PCs to prevent unauthorised software being loaded and a number of other changes.</i>	<ul style="list-style-type: none"> • <i>Management and control of all removable media.</i>
Authentication	The means by which we identify external service users and securely communicate with partners.	<p>Citizen authentication in place for access to Revenues and Benefits on-line.</p> <p>For corporate use awaiting compliance with Code of Connection for Government Connect and the Government Gateway Local Register.</p>	<ul style="list-style-type: none"> • <i>Develop in line with business security requirements.</i>
Green ICT	Ensuring that ICT provision contributes to the Council's environmental standards.	<p>Virtualisation of servers and desktops is resulting in power and corresponding cooling requirements.</p> <p>Equipment tenders specifically ask for power saving features.</p> <p>Remote support has reduced the number of journeys to remote sites.</p>	<ul style="list-style-type: none"> • Back end servers associated with virtualised desktops will automatically power off when not required. • Investigate introduction of automatic power down of PC systems. • <i>Replacement of current central servers with more efficient versions.</i>
Service Quality	The development of performance indicators and	Existing service desk software is to be updated.	<ul style="list-style-type: none"> • Implementation of upgrade to service desk software.

ICT STRATEGY 2010

System	Description	Current Position	Future Developments
	SLA's based around business needs and information from the service desk.		<ul style="list-style-type: none"> • Development of performance indicators and SLA's. • <i>Consultation with Members and clients re hours of support</i> • <i>Review communications in conjunction with Head of Tourism and Marketing.</i>
<i>Social Networking Tools</i>	<i>Council use of available tools, e.g. Facebook, Twitter, etc to communicate with the public.</i>	<i>Access is restricted at present. The applications can be made available when the policy for the use of social networking tools is agreed.</i>	<ul style="list-style-type: none"> • <i>Use of social networking tools to consult with citizens and others on issues relating to the Council.</i> • <i>Lead by the Head of Tourism and Marketing.</i>

ICT STRATEGY 2010

14 ACTIONS

14.1 This section identifies the principal actions required in support of the Strategy.

No.	Paragraph Ref	Action	Responsibility	Timescale
1	6.3	Provide information as required to Strategic Change Board	Head of ICT	Ongoing
2	6.5	Continually review process for consideration of competing business needs by ISG.	Deputy Director of Finance	Ongoing
3	1.2.6	Develop investment proposals for consideration by ISG.	ISG	Ongoing
4	3.4	Review and maintain ICT standards.	Head of ICT	On going
5	5.1.6	Continue to rationalise corporate ICT staffing.	Head of ICT	On going
6	13.4	<i>Report on outcome of procurement process for central servers.</i>	<i>Head of ICT</i>	<i>November 2010</i>
7	5.1.7, 13.4	Comply with requirements of Government Connect for <i>continuing</i> secure external communication.	Head of ICT	<i>September 2010 and ongoing</i>
8	6.12, 8.8, 12.1	Review and develop Service Level Agreements	Head of ICT	<i>Ongoing</i>
9	9	Assess appropriate level of business continuity and disaster recovery arrangements <i>and provide assistance to clients in conjunction with Asset Management Strategy</i>	<i>Deputy Director of Finance</i>	<i>30.09.11</i>

ICT STRATEGY 2010

No.	Paragraph Ref	Action	Responsibility	Timescale
		<i>and Health, Safety & Resilience Operations Manager.</i>		
10	9	<i>Provide business continuity advice and assistance to clients.</i>	<i>Head of ICT</i>	<i>2010 on</i>
11	10.5	Review and refresh Members' ICT equipment	Head of ICT	<i>Next refresh June 2012</i>
12	13.2, 13.4	<i>Investigate options for replacement of Windows software including the use of open source software.</i>	<i>Head of ICT</i>	<i>By 2013</i>
13	13.2	<i>Review suitability of Oracle CRM to meet future needs.</i>	<i>Deputy Director of Finance</i>	<i>March 2011.</i>
14	13.2	<i>Review suitability of Documentum EDRM to meet future needs.</i>	<i>Deputy Director of Finance</i>	<i>March 2011.</i>
15	13.2	<i>Complete Implementation of HR/ Payroll system.</i>	Head of HR and OD	<i>April 2011</i>
16	13.2	Deliver requirements of Customer Access Strategy.	Head of Customer Service	2010 -2013
17	13.2	Integration of corporate Geographical Information System	<i>Head of ICT</i>	Ongoing
18	13.3	Implement new administrative pensions system.	Head of Merseyside Pension Fund	<i>To March 2011</i>
19	13.3	Development of Integrated Children's System and EDRM.	Director of Children's	Ongoing

ICT STRATEGY 2010

No.	Paragraph Ref	Action	Responsibility	Timescale
			Services	
20	13.4	Review network infrastructure in support of <i>Office Rationalisation Project</i> .	Head of ICT	<i>2010 on</i>
21	13.4	Monitor the national programme for rationalising public sector telephone numbers (0300).	Head of ICT	<i>Undetermined</i>
22	13.4	Implementation of server virtualisation.	Head of ICT	2010 on
23	13.4	<i>Implementation of the virtualised desktop.</i>	<i>Head of ICT</i>	<i>2010 on</i>
24	13.4	<i>Implementation of service desk upgrade.</i>	<i>Head of ICT</i>	<i>December 2010.</i>
25	12, 13.4	<i>Development of performance indicators.</i>	<i>Head of ICT</i>	<i>Ongoing</i>
26	12	<i>Participation in SOCITM User Satisfaction Survey 2011.</i>	<i>Head of ICT</i>	<i>2011</i>
27	8.8	<i>Organisation of a corporate contract for desktop software training.</i>	<i>Head of ICT/ Head of HR and OD/ Corporate Procurement Manager</i>	<i>2011</i>
28	13.4	<i>Consult re out of hours support.</i>	<i>Head of ICT</i>	<i>30.03.11</i>
29	13.4	<i>Re-tender Wide Area Network, determine in conjunction with Asset Management Strategy and investigate opportunities for sharing with Health Service.</i>	<i>Head of ICT</i>	<i>Earliest 31.03.12</i>
30	13.4	<i>Review communications in conjunction with Head of Tourism and Marketing</i>	<i>Head of ICT/ Head of Tourism and Marketing</i>	<i>31.03.11</i>

ICT STRATEGY 2010

No.	Paragraph Ref	Action	Responsibility	Timescale
31	8	<i>Consider structure of IT Services</i>	<i>Director of Finance</i>	<i>31.12.10</i>
32	13.2	<i>Develop an information asset register to facilitate appropriate public use of Council data.</i>	<i>Head of ICT/ Head of Law/ Information Manager</i>	<i>2011</i>
33	8.8	<i>Implement ITIL/ SFIA</i>	<i>Head of ICT</i>	<i>30.09.11</i>

WIRRAL COUNCIL

CABINET

25 NOVEMBER 2010

REPORT OF THE DIRECTOR OF FINANCE

SUPPLY OF FRESH FRUIT & VEGETABLES

1. EXECUTIVE SUMMARY

- 1.1 Cabinet are requested to award a contract for the supply of fresh fruit and vegetables to Ron Chalker (The Potato Man). The report outlines the procurement process undertaken.

2. BACKGROUND

- 2.1 The main users of this contract are Primary Schools, Residential Homes, Day Care Centres and Family Centres.
- 2.2 The Authority originally let a contract to Fresh Direct for the supply of fruit and vegetables for the period 1 November 2007 to 31 October 2010, with the option to extend for one year.
- 2.3 In July 2010, with three months of the contract still to run, the Procurement Team were informed by Fresh Direct of their intention to withdraw from the contract with immediate effect, citing strategic and delivery issues.
- 2.4 The Procurement Team informed Fresh Direct of their obligation to fulfil the remainder of the contract to the end of October 2010. After a period of negotiation Fresh Direct reluctantly agreed to this and a provision was put in place to ensure continued deliveries.
- 2.5 The intention had been to use the one year extension option until 31 October 2011. Due to Fresh Direct's withdrawal, the Procurement Team immediately contacted TUCO Purchasing (formerly Scottish and Northern Universities Purchasing Initiative - SNUPI) to enquire about joining their existing framework contract for the supply of fresh fruit and vegetables.
- 2.6 SNUPI is a public body and has been used for a number of years by the Authority for various catering framework arrangements.

3. TENDER PROCESS

- 3.1. In August 2010 the Procurement Team made an assessment of all suppliers on the TUCO framework. A formal tender process was not required, under Contract Procedure Rule exemption 5.1.4, which allows for the use of another public body contract.
- 3.2. The most economically advantageous offer from those suppliers listed on the framework was identified as Ron Chalker (The Potato Man).
- 3.3. Discussions between the Procurement Team, user departments and Ron Chalker took place throughout August and September 2010 in order to establish capacity and delivery schedules.
- 3.4. Ron Chalker agreed in principle to supply the Authority using the TUCO framework prices. It was agreed to incorporate user departments' additional requirements into the formal contract as specification items.
- 3.5. The TUCO contract period is 11 January 2010 to 10 January 2012, with the option to extend for a further two years; the Council will join it with effect from 1 November 2010.

4. FINANCIAL AND STAFFING IMPLICATIONS

- 4.1 The estimated annual spend for this contract is £270,000.
- 4.2 In awarding the contract to Ron Chalker, the saving on price compared to Fresh Direct will be £17,300 per annum. The Authority will also avoid the potential cost of an EU tender exercise.

5. EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 There are no ethnic minority, elderly persons or equal opportunities implications arising from this report.

6. PLANNING IMPLICATIONS

- 6.1 There are no planning implications.

7. COMMUNITY SAFETY IMPLICATIONS

- 7.1 There are no implications under this heading.

8. HUMAN RIGHTS IMPLICATIONS

- 8.1 There are no implications under this heading.

9. LOCAL AGENDA 21 IMPLICATIONS

- 9.1 There are no implications under this heading.

10. LOCAL MEMBER SUPPORT IMPLICATIONS.

10.1 There are no implications under this heading.

11. BACKGROUND PAPERS

11.1 TUCO Purchasing Framework Contract for the supply of fresh fruit and vegetables.

12. RECOMMENDATION

12.1 That Cabinet awards the contract for the supply of fresh fruit and vegetables to Ron Chalker (The Potato Man).

IAN COLEMAN
DIRECTOR OF FINANCE

FNCE/222/10

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WIRRAL COUNCIL

CABINET

25 NOVEMBER 2010

REPORT OF THE DIRECTOR OF FINANCE

CHANGE IN VAT RATE JANUARY 2011

1. EXECUTIVE SUMMARY

- 1.1. The Chancellor of the Exchequer in his 22 June 2010 Budget announced an increase in the standard rate of VAT to 20% from 4 January 2011. This report sets out the implications for the Council of the increase in the standard rate.

2. BACKGROUND

- 2.1. The Chancellor of the Exchequer announced in his 22 June 2010 Budget an increase in the standard VAT rate from 17.5% to 20% from 4 January 2011. This was one of a series of measures announced to assist in eliminating the national structural deficit.

3. IMPLICATIONS FOR THE COUNCIL

- 3.1. Any VAT paid or received by the Council for goods and services is effectively passed to Her Majesty's Revenue & Customs and so is cost neutral to the Council. This is with the proviso that the Council complies with appropriate VAT legislation and regulations applying to local authorities.
- 3.2. Council charges for services comprise both VAT inclusive and VAT exclusive charges.
 - a. VAT exclusive charges are based upon a set charge plus VAT. These charges will therefore increase in line with alterations to the standard rate. Any increase in fees may have an impact upon levels of demand as service users will have to meet any increase and so it is difficult to quantify in monetary terms.
 - b. VAT inclusive charges are a charge including VAT and so the income to the Council from these charges will reduce due to the increased VAT element, unless the overall charge is increased. The cost of absorbing this increase is 2.1% of any VAT inclusive income which is estimated at £100,000 in a full financial year. This mainly affects income raised from off-street car parking and from leisure centres.
- 3.3. The financial systems will need to be amended to process and account for invoices and payments at the appropriate rates. Alterations will be required to cash machines as well as any advertising of charges to apply the correct VAT rate.
- 3.4. The scale of charges for car parking is such that any 'pence' changes create difficulties in matching the exact VAT increase rate as the technology is based upon coins of a 5p minimum. A review of fees and charges is currently being undertaken and this may result in recommendations regarding changes to fees and charge levels.

4. FINANCIAL IMPLICATIONS

- 4.1. The operation of VAT is largely cost neutral to the Council. The increase in the standard rate of VAT, without a corresponding increase in VAT inclusive charges, will reduce the income to the Council by 2.1% of the VAT inclusive income. The impact for the remainder of 2010/11 is estimated to be £25,000 with the full year effect being £100,000. Reductions in income may also result from reductions in demand for services arising from price increases.

5. STAFFING IMPLICATIONS

- 5.1. There are no direct staffing implications from this report.

6. EQUAL OPPORTUNITY IMPLICATIONS

- 6.1. There are none arising directly from this report.

7. COMMUNITY SAFETY IMPLICATIONS

- 7.1. There are none arising directly from this report.

8. HUMAN RIGHTS IMPLICATIONS

- 8.1. There are none arising directly from this report.

9. LOCAL AGENDA 21 IMPLICATIONS

- 9.1. There are none arising directly from this report.

10. PLANNING IMPLICATIONS

- 10.1. There are none arising directly from this report.

11. MEMBER SUPPORT IMPLICATIONS

- 11.1. There are none arising directly from this report.

12. BACKGROUND PAPERS

- 12.1. Budget 2010 – HM Treasury – June 2010.

13. RECOMMENDATIONS

- 13.1. That the change to the standard rate of VAT from 4 January 2011 be implemented on all VAT exclusive charges.

- 13.2. That the loss of income on VAT inclusive charges of £100,000 be noted.

IAN COLEMAN
DIRECTOR OF FINANCE.

FNCE/227/10

WIRRAL COUNCIL

CABINET – 25 NOVEMBER 2010

REPORT OF THE DIRECTOR OF LAW, HR and ASSET MANAGEMENT

OFFICE RATIONALISATION

1. EXECUTIVE SUMMARY

- 1.1 This report advises Members of terms agreed with Wirral Partnership Homes for the sale of Westminster House. In the light of that agreement, it recommends a way forward for rationalisation of the Council's administrative accommodation.

2. BACKGROUND

- 2.1 On 24 June 2010 Cabinet considered a business case which recommended a preferred option for the future provision of the Council's administrative accommodation. That option recommended the retention and refurbishment of a core group of 5 administrative buildings and the vacation of a further 17 buildings, which would be replaced with some 9,716 sqm of new-build accommodation.
- 2.2 Cabinet gave in principle support for the recommended option but recognised that further work was required to refine alternative courses of action. It therefore instructed officers to:
- (i) As a matter of priority, bring forward a fully costed action plan to implement those aspects of the preferred option that are not dependent on new build. The action plan to be presented for Cabinet approval at the earliest opportunity.
 - (ii) Further investigate those aspects of the preferred option that require new build along with Acre Lane, and to produce an options report for Cabinet to consider.
- 2.3 Subsequently, an opportunity arose to consider the disposal of Westminster House, which had been identified in the business case as one of the core group of buildings for retention and refurbishment.
- 2.4 At its meeting on 23 September 2010 Cabinet received a report that advised of interest from Wirral Partnership Homes (WPH) in the potential acquisition of Westminster House. WPH was conducting an option appraisal for its future office needs which was expected to be completed by 5 October 2010. Cabinet resolved that
- (1) The Director of Law, HR and Asset Management be authorised to discuss the potential sale of Westminster House with Wirral

Partnership Homes and report to the Cabinet at the earliest opportunity the outcome of those discussions, and

- (2) In the event of Wirral Partnership Homes wishing to purchase Westminster House, the report back to Cabinet will include an evaluation by the Interim Director of Corporate Services of the environmental, economic and regeneration impacts of the two options set out in the report, together with a recommended approach, taking all the relevant factors into account.

2.5 Discussions have taken place with WPH, and this report advises Cabinet members of their outcome as instructed. It considers the outcome of those discussions in the context of the changed circumstances since a business case was first developed and proposes a revised strategy for rationalising the office estate.

3. PRESENT POSITION

Terms for the sale of Westminster House

- 3.1 Following discussions WPH has indicated that the purchase of Westminster House is its preferred option and that it would be prepared to enter into a contract to buy the building from the Council. Entering into such a contract would be subject to its due diligence enquiries. The following terms have been provisionally agreed, subject to Council approval and to formal approval by the WPH Board.

Vendor:	Wirral Council
Purchaser:	Wirral Partnership Homes
Property	The freehold interest in Westminster House and associated land shown on the attached plan
Purchase price:	£1.9m, based on a jointly commissioned valuation report prepared by the District Valuer
Costs:	Each party to pay its own legal and surveyor's costs in the sale.

Options to be considered

- 3.2 Prior to the interest of WPH Westminster House was proposed as one of the core buildings to be retained and refurbished, with its use to be intensified so that it could form a base for a substantially increased number of staff. The report to Cabinet on 23 September 2010 explained that if Westminster House was to be retained it would require a comprehensive scheme of refurbishment and upgrading. If it is now to be sold, alternative modern open plan office space will be required to accommodate reducing numbers of staff in fit for purpose accommodation without the need for new build..
- 3.3 If Westminster House was to be retained and the North and South Annexes vacated the vacant buildings would be demolished and the

sites retained pending long term regeneration proposals for the wider area.

- 3.4 The report to Cabinet on 23 September 2010 proposed the retention and refurbishment of the North and South Annexes to Wallasey Town Hall as an alternative to the retention of Westminster House, and set out indicative costs for their refurbishment. However, since then the Council has invited staff to apply for voluntary severance/early retirement and has received a significant response. The Council's future needs for accommodation are very likely to reduce markedly.
- 3.5 Given the provisional agreement reached on terms for the sale of Westminster House, options for members to consider are therefore:
- Sell Westminster House to WPH and; retain the North and South Annexes; and accept that our ability to vacate other office accommodation will be severely constrained unless investment is made in the retained stock.
 - Decline the offer from WPH; refurbish and intensify the use of Westminster House; demolish the North and South Annexes and retain the cleared sites for future regeneration and vacate as many other buildings as possible.

Evaluation of the options by the Interim Director of Corporate Services

- 3.6 The Interim Director of Corporate Services has reviewed the two options to consider their environmental, economic and regeneration implications, and his comments and conclusion is set out below.

Option 1 – sale of Westminster House to Wirral Partnership Homes and retention of the North and South Annexes.

- 3.7 Environmental impacts
- WPH intend to refurbish and upgrade Westminster House prior to taking occupation. They are investigating the use of sustainable technologies. The sale of Westminster House to WPH can therefore trigger a reduction in the environmental impact of three buildings.
 - Any comprehensive refurbishment of the North and South Annexes that incorporates sustainable technologies will significantly improve the environmental performance of both buildings and reduce their CO2 emissions.
 - Consolidation of activities in fewer locations will reduce car travel and related CO2 emissions. Refurbishment and intensified use of the Annexes would facilitate a further reduction in the number of Council offices and travel between buildings. Whilst the Council will retain a

dispersed office base consideration will be given to the most appropriate occupiers of the Annexes given the future structure of the Council; potential synergies with Wallasey Town Hall and services that are based elsewhere.

- WPH intend to bring together in Westminster House some 163 staff from several locations outside Birkenhead town centre, in addition to retaining existing town centre staff. This should reduce car travel and CO2 emissions arising from their activities.

3.8 Economic impacts

- The relocation of Council staff from Westminster House is likely to have no significant economic impact on Birkenhead town centre. It is anticipated that some Council staff previously based in Westminster House will remain in Birkenhead in other locations, but at this stage the final distribution of staff has yet to be determined.
- Sale of Westminster House to WPH will result in that organisation remaining in Birkenhead town centre rather than see it relocated elsewhere. It will also result in an additional 163 staff being based in the town centre, in addition to the 110 staff already based at Europa Boulevard.
- There will be some benefit to individual business based around Wallasey Town Hall from staff remaining in the Annexes. Given the current economic profile of the Seacombe area however, wider economic benefits are considered to be negligible.
- If WPH relocates to Westminster House it will vacate its existing offices at Europa Boulevard. This is a smaller area of high quality office accommodation which is likely to be easier to re-let than a vacated Westminster House. The space is likely to be more attractive in the market to local firms wishing to expand or relocate to Birkenhead.
- Sale of Westminster House to WPH supports the business plan of one of the Council's key strategic partners by helping it to rationalise its accommodation and retain its headquarters in its preferred location within the borough.
- If WPH does not fully occupy Westminster House it would have the opportunity to offer surplus space within the refurbished building for rent on the market. This would increase the available supply of good quality refurbished accommodation to let in Birkenhead.

3.9 Regeneration impacts

- The Council's vacation of Westminster House is not considered damaging to the perception of Birkenhead town centre providing that

the re-use and continued occupation of the building is secured. Sale to WPH does this.

- Any intensification of the use of the Annexes would increase activity in the area of the town hall and in overall terms may help retain and improve confidence in the Seacombe area.
- Any refurbishment scheme would improve the appearance of the Annexes (and in turn improve the setting of the town hall). It would also demonstrate investment in the Seacombe area.
- Continued use of the Annexes will not interfere with wider regeneration proposals for Seacombe, as these are considered to present long term opportunities.

Option 2 – Retention of Westminster House and vacation and demolition of the Annexes

3.10 Environmental impacts

- Retention of Westminster House by the Council ideally would require its comprehensive refurbishment, as previously reported. The opportunity would be taken to improve its environmental performance and reduce CO2 emissions.
- This option assumes the demolition of the North and South Annexes, which would eliminate CO2 emissions arising from the use of those buildings
- Relocation of Council staff to Westminster House would reduce the environmental impact of travelling between departments, with more staff based in Birkenhead. There would however be some increased impact from additional journeys to Wallasey Town Hall.
- Given that its current accommodation is too small for its future needs, a decision not to sell Westminster House to WPH could precipitate its move to another location outside the town centre. This would be likely to cause an increase in business travel and CO2 emissions arising from its activities.

3.11 Economic impacts

- Intensification of the use of Westminster House and significant implementation of agile working could result in an estimated 600 staff being based there; potentially some 250 staff above its previous occupation. It should be noted however that in view of its use as an agile office base not all those staff would be in the building all the same time. The economic impact of this additional number of people on the town centre is considered to be insignificant.

- Vacation and demolition of the Annexes is considered likely to have a serious impact on the few local businesses in the area of Wallasey Town Hall that derive significant income from staff currently based there. The economic impact on the wider Seacombe area is considered insignificant.
- The Annexes are considered unattractive to the rental market given their current condition and their location they are unlikely to be re-let as they stand. Disposal of the buildings would not be recommended, as in the long term the sites on which they sit have regeneration potential

3.12 Regeneration impacts

- Continued use of Westminster House will avoid the negative impact that would result from a vacant building.
- Demolition of the Annexes would reinforce a perception of abandonment in the Seacombe area, where other recent demolition has further increased the amount of vacant land. (If the Annexes were to be left vacant as an alternative to demolition this would substantially increase the perception of abandonment.)
- The setting of the town hall – which is a listed building and is to be retained as a core asset – would be more isolated with the removal of the Annexes and clearance of the sites.

3.13 In all the circumstances the Interim Director of Corporate Services recommends Option 1 – the sale of Westminster House to WPH and the retention of the North and South Annexes – as the approach to be taken by the Council. Consideration should also be given to the future refurbishment of the Annexes, given the additional benefits that would deliver (see below)

3.14 Disposal of Westminster House provides an opportunity to realise an early capital receipt which. Analysis of the remainder of the in-scope buildings shows very limited opportunity for the realisation of capital receipts from the sale of other properties.

Refurbishment of the North and South Annexes

3.15 The business case presented to Cabinet on 24 June 2010 explained that the Council has reached a point at which substantial investment is required to its administrative buildings in the short to medium term. Where buildings are to be retained in the long term as part of the core estate they will require significant refurbishment and upgrading to ensure that they perform effectively in the future. The North and South Annexes are currently laid out inefficiently internally, which precludes their optimum use. Total identified backlog maintenance for the two buildings is £742,000. There is also a total estimated life cycle maintenance requirement for the two buildings of £1,311,000.

- 3.16 Refurbishment of the Annexes would provide modern flexible office accommodation to `kick start` a wider rationalisation programme [as had been originally intended by the planned refurbishment of Westminster House] and will support the vacation of additional buildings.
- 3.17 In the light of the deadline for submission of bids to the Capital Programme, a bid has been made to the capital programme for a scheme to move forward with the refurbishment of the Annexes, provisional upon members agreeing to the disposal of Westminster House.
- 3.18 An important issue in the sale to WPH will be the Council's vacation of the building at the earliest possible date to allow WPH time to refurbish it and meet their timescales to relocate from other accommodation. Some 30 staff from NHS Wirral occupy part of the ground floor, and it has been agreed that they will be relocated to the adjacent NHS offices in Old Market House. The remaining staff in the building are from DASS. Options are being developed for the relocation of those staff and these will be discussed and implemented with the Interim Director of Adult Social Services.

The wider rationalisation programme

- 3.19 The sale of Westminster House and refurbishment of the North and South Annexes would constitute the first major step in the office rationalisation project.
- 3.20 Cabinet on 23 September 2010 considered the changing context for office rationalisation since the business case developed. In particular
- The financial position both nationally and locally has worsened, and pressures on revenue and capital spend have greatly increased
 - The local government financial settlement for the next 4 years is awaited and is expected to add to the Council's budgetary pressures.
 - Staff applications for voluntary severance and early retirement are currently being considered, with a substantial initial response made by staff to the offer made.
 - Organisational restructuring will follow the voluntary retirement and severance of staff, with the future shape of the organisation yet to be determined
- 3.21 In this context it is not intended to bring forward proposals at this time for the development of any new build accommodation. The rationalisation programme over the short to medium term will therefore be restricted to what can be achieved within the constraints of the

existing estate and available resources. The approach to be followed, where possible, will be to;

- Intensify the use of a wider group of core assets
- Prioritise investment for maintenance and upgrading of those core buildings
- Increase agile working to reduce the requirement for fixed desks

3.22 The schedule attached as Appendix A summarises key issues and constraints for the buildings within the scope of the project with potential timescales for vacation.

3.23 Vacating buildings and achieving savings will depend upon the creation of additional capacity in those buildings that are retained and this, in turn, is likely to require investment.

3.24 Assuming that the sale of Westminster House is agreed, the following table indicates buildings that can be vacated in 2011/12 with the full year savings.

Building	Staff No's	Budget (1) Provision	Building Vacated By
Westminster House	238 (2)	350,127	June 2011
Willowtree (office only)	56	54,909 (3)	June 2011
Old Court House	54	86,622	June 2011
Totals	348	491,658	

Notes

- 1) Budget costs are those used in the preparation of the business case, based on 2008/09 budgets for consistency with previous reports.
- 2) Some staff have already relocated from this building.
- 3) Budget split for administrative element of the facility to be confirmed.
- 4) This will give part year savings in 2011/12 of £368,742.

3.25 It has been made clear throughout the review of administrative accommodation that such annual savings will only be achieved with 'one-off' initial investments in buildings and IT, together with the widespread adoption of agile working.

3.26 It is proposed to implement the first stage of the rationalisation project through the closure and vacation of Westminster House, Willowtree

and the Old Court House. It is recommended that the project plan is developed in detail and monitored through the Strategic Change Programme Board, with further reports to Cabinet as appropriate. As it is developed the project plan will take into account the outcome of the current voluntary retirement and severance exercise.

- 3.27 It is also recommended that the current budgetary savings target of £1m by 31 March 2011 be revised to align with the indicative savings and timescales set out in the table above.
- 3.28 As a second phase of the project detailed consideration will be given to the vacation of Liscard Municipal, Bebington Town Hall and Bebington Town Hall Annexe, together with a major building from those identified in Appendix A. Options will be developed that take account of the future size and shape of the organisation; future service delivery needs; opportunities offered by agile and home working and available resources. These will be the subject of further reports.

4. NEXT STEPS

- 4.1 If Cabinet agrees the recommendation to sell Westminster House to WPH the following would be the next steps in delivering office rationalisation
- 4.2 Agree arrangements for the decanting of staff from Westminster House to a timescale agreed with DASS and WPH.
- 4.3 Develop a detailed project plan and deliver the vacation of Westminster House, Willowtree and the Old Court House, with that project plan subject to monitoring by the Strategic Change Programme Board
- 4.4 Develop proposals as later stages of the project for further refurbishment and rationalisation of buildings using planned maintenance, the capital programme and other funding sources as appropriate. Such proposals would address major issues such as the reprovision of the existing data centres.

5. RISKS

- 5.1 The rationalisation of the Council's offices will form a major programme linked to other aspects of the corporate change programme. A comprehensive approach to risk management will be developed and managed within the delivery programme.

6. CONCLUSIONS

- 6.1 Since a business case for Office Rationalisation was first considered, circumstances have changed significantly and a proposal for new build accommodation will not be recommended in the current economic climate.

- 6.2 The provisional agreement of terms now reported for the sale of Westminster House to WPH provides an opportunity to achieve a capital receipt and reduce annual revenue costs.
- 6.3 The Director of Corporate Services has considered the environmental, economic and regeneration impacts of the proposed sale and is satisfied that it is the most appropriate option for the Council.
- 6.4 To drive wider rationalisation a bid is being made to the capital programme for funds to refurbish and intensify the use of the North and South Annexes, subject to Members approving the sale of Westminster House.
- 6.5 It is recommended that the sale of Westminster House to WPH be approved on the terms now reported.
- 6.6 Given current constraints, the Council's medium term strategy for administrative accommodation will be based on the approach outlined in paragraph 3.21 above.

7. FINANCIAL IMPLICATIONS

- 7.1 Sale of Westminster House to Wirral Partnership Homes will give a capital receipt to the Council of 1.9m.
- 7.2 A scheme to refurbish and improve the North and South Annexes will be considered in developing the Capital Programme for 2011/12.
- 7.3 Options are being developed for the decanting of staff currently in occupation of Westminster House and, depending on the finally approved option, the costs will be met from the Planned Maintenance and Admin Buildings Budgets.
- 7.4 Sale of Westminster House will save £350,000 in annual running costs, with part year savings of £262,595 in 2011/12. In addition, the Council will no longer be required to meet the cost of backlog repairs (estimated at £176,400) and life cycle repairs (£1,860,000).

8. STAFFING IMPLICATIONS

- 8.1 All administrative staff will potentially be affected by the rationalisation of the Council's administrative estate and the implementation of new ways of working.
- 8.2 Effective communication and staff engagement are key to successful large scale workplace change, and a comprehensive communication strategy will be developed for the project.
- 8.3 Full engagement will take place with trades unions.

9. EQUAL OPPORTUNITIES IMPLICATIONS

- 9.1 An equality Impact Assessment has been completed for the overall rationalisation project. More detailed assessments will be undertaken as workplace changes are implemented. Any refurbishment of existing accommodation will allow the development of more accessible environments than exist in current accommodation.

10. COMMUNITY SAFETY IMPLICATIONS

- 10.1 None arising directly from this report.

11. LOCAL AGENDA 21 IMPLICATIONS

- 11.1 Any refurbishment and improvement of existing accommodation would allow the creation of a more sustainable administrative estate with lower environmental impact. In particular, the opportunity would be addressed in any programme of work to improve building efficiency and reduce energy consumption and CO2 emissions wherever possible. Potential could also be considered in any scheme for micro-generation and wider sustainable benefits.
- 11.2 Other benefits could be realised through new working arrangements, for example a reduction in business mileage and CO2 emissions due to the consolidation of offices and an increase in agile working.

12. PLANNING IMPLICATIONS

- 12.1 None arising directly from this report, although it should be noted that within the scope of the project Birkenhead Town Hall, Wallasey Town Hall and the Conway Centre are listed buildings.

13. ANTI POVERTY IMPLICATIONS

- 13.1 None arising directly from this report.

14. HUMAN RIGHTS IMPLICATIONS

- 14.1 None arising directly from this report.

15. SOCIAL INCLUSION IMPLICATIONS

- 15.1 None arising directly from this report.

16. LOCAL MEMBER SUPPORT IMPLICATIONS

- 16.1 This report will be of interest to all members.

17. BACKGROUND PAPERS

- Cabinet 9 July 2008 Strategic Asset Review
- Cabinet 16 October 2008 Transforming Wirral-Strategic Asset Review
- Cabinet 27 November 2008 Transforming Wirral-Strategic Asset Review
- Cabinet 15 January 2009 Transforming Wirral-Strategic Asset Review
- Council Excellence Overview & Scrutiny Committee 17 March 2010 – Office
- Rationalisation Project Update
- Cabinet 23 September 2010 – Office Rationalisation

18. RECOMMENDATION

- 18.1 That the sale of Westminster House to Wirral Partnership Homes be approved on the terms now reported and the Director of Law, HR and Asset Management be authorised to complete all necessary legal documentation.
- 18.2 A revised savings target be set in the Council's budget based on the vacation of the buildings identified in paragraph 3.24 of this report.
- 18.3 The approaches set out in this report to future provision of administrative accommodation and rationalisation be endorsed.

Bill Norman

Director of Law, HR and Asset Management

Building	Annual Expenditure	Staff Nos.	Comments	Timescale for Vacation Short = 0-2 yrs Medium = 2-5 yrs Long = >5yrs
Cheshire Lines	888,709	447	Approximately 14 years lease term remaining. Proposal to intensify usage through the introduction of agility. Immediate priority is current capacity of the Records Management Service.	N/A
Westminster House	350,127	238	This report proposes to sell the building to Wirral Partnership Homes.	June 2011
Wallasey Town Hall	652,112	207	A phased programme of work to upgrade this core building and increase its capacity is being developed. A capital bid has been made for the first phase of works.	N/A
Solar Campus (St Mary's)	148,596	111	Current occupation to be reviewed. Opportunities to intensify ratio of people to desks is a priority through improved space use and agile working.	N/A
Acre Lane	318,694	158	A working group is being established to review the future of this asset, recognising the importance of the service within it.	N/A
South Annex	120,500	129	Should Westminster House be sold to WPH the Capital Receipt will part fund the refurbishment programme which will intensify the buildings' desk capacity.	Now recommended for retention
North Annex	114,000	144	As above for South Annex	Now recommended for retention
Finance Municipal	293,235	308	No significant building issues. Vacation may involve significant service reengineering.	Medium Term
Treasury Building	379,933	229	Location of main data centre. Options for the future of this building will link with option appraisal for future data centre provision.	Long Term
Liscard Municipal	91,083	78	This building can be vacated as the Annexes come back into use. Location of a communications node.	Short Term
Moreton Municipal	85,129	39	This building could form part of a wider site development. Timescale not yet identified.	To be confirmed
Hamilton Building	230,405	229	Location of substantial computer hub. Links to review of data centre provision.	Long Term
Conway Centre	175,312	158	The building is listed and in need of significant investment. It is the preferred location for the main One Stop Shop but other	Long Term

			opportunities are being considered. Should the OSS remain there will be a need for a major refurbishment programme.	
Bebington Town Hall	135,788	112	This building will be vacated immediately following the relocation of staff currently based there. Location of a communications node.	Short Term
Bebington Annex	20,500	53	This building will be vacated immediately following the relocation of staff currently based there. Localism agenda may support vacation.	Short Term
Willowtree (Admin Only)	54,909	56	Cabinet approved creation of a centre of excellence at Rosclare House. Intention to relocate staff to Pensby Park. Likely to be available for closure summer 2011.	Short Term
Rock Ferry Centre	121,867	51	A mix of Council Services are managed within the building (Library & OSS) along with a base of localised Social Care Services (CYPD). The building will be retained.	N/A
Devon Gardens	9,562	4	Staff located within the building are identified to be re-located to the refurbished Pensby Park Accommodation during Spring 2011. Continued use of the building for family contact sessions is being review to determine if alternative local accommodation is available. Should this be found the Council would surrender the lease with WPH.	To be confirmed.
Old Court House	86,622	54	Discussions are on-going on finding a suitable alternative venue where the Services operating from this building can be relocated & kept together. This building will then be declared surplus and offered for sale. Target date Spring 2011.	Short Term
Pennant House	12,000	11	Options for the complex which includes Mayer Hall & 65 The Village will be brought back to Cabinet at a later date. Relocation of One Stop Shop would require an approved capital scheme.	Medium Term
Bedford Road - 126	N/K	18	Suitable alternative venues are currently being sought to enable this building to be vacated.	To be Confirmed
Birkenhead Town Hall	189,322	19	As directed by Cabinet (22/07/10) officers are further exploring options within the office rationalisation project.	Long Term

Westminster House, Birkenhead



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WIRRAL COUNCIL

CABINET – 25 NOVEMBER 2010

REPORT OF THE DIRECTOR OF LAW, HR AND ASSET MANAGEMENT

MILLFIELDS CE (CONTROLLED) PRIMARY SCHOOL, EASTHAM

1. EXECUTIVE SUMMARY

- 1.1 This report seeks authority to transfer the freehold of the premises of Millfields CE (Controlled) Primary School to the Trustees of the Anglican Diocese of Chester subject to a leaseback in respect of the Children's Centre within the buildings.

2. Background

- 2.1 Following several consultations in the Eastham area between 2006 and 2009, and discussions between the Authority and the Anglican Diocese of Chester, on 28th May 2009, Cabinet approved the publication of statutory proposals in relation to the closure of Millfields Primary School, linked to the establishment of a Church of England Controlled School on the same site, subject to the Diocese receiving permission to waive competition from the Secretary of State. This was granted, and consequently statutory notices were published on 14th October 2009.
- 2.2 At its meeting of 14th January 2010, Cabinet approved these proposals for change. Millfields Primary School opened as Millfields Church of England (Controlled) Primary School on 1st September 2010.
- 2.3 The Anglican Diocese of Chester has approached the Authority with a request to legally transfer ownership of the school's land and buildings to the Trustees of the Diocese. This does not include the playing fields, which would remain in the ownership of the Authority. This report asks Cabinet's permission to begin transfer of land ownership proceedings.

3 Present Position

- 3.1 As a voluntary controlled (VC) school, Millfields has many similarities with Community schools – the Local Authority is the admissions authority and employs the staff, the national curriculum must be followed, and the school is funded by the LA in the same way.
- 3.2 The VC school's buildings and land (but not the playing fields) are usually owned by a charitable organisation, which in this case would be Trustees of the Anglican Diocese of Chester. This organisation also appoints some of the governors.
- 3.3 The Education and Inspections Act 2006 lays down the procedure for transfers of this sort. The Act specifies that the freehold of the relevant school premises, excluding the playing fields, should transfer. Accordingly, the preference to lease the site contained in the previous report to Cabinet is contrary to the legislation and is therefore not an option available to the Council in this instance.

- 3.4 Schedule 22 to the School Standards and Framework Act 1998 empowers the Secretary of State to determine what happens to publicly funded land of a foundation or voluntary aided or voluntary controlled school when the school is discontinued. In most cases, the land is returned to the local authority (or the proceeds from disposal), but there may be occasions where the Secretary of State might wish to direct its use by a particular school, including an Academy
- 3.5. This case is slightly complicated by the presence of the Sure Start Children's Centre for Eastham in the school buildings, shown hatched on the plan. Accordingly it is proposed that on the transfer of the freehold, the Council will take a lease of the Children's Centre to tie in with the centre's funding arrangements. There is a precedent for such an arrangement at St Werburgh's Catholic Primary School in Birkenhead, with the Children's Centre paying a proportion of running costs proportional to the area occupied.
- 3.6 Having regard to the above it is recommended that the freehold transfer of the school premises, as shown coloured pink on the attached plan be approved, this transaction to be accompanied by a simultaneous lease back of the Children's Centre at a nominal rental, and that authority be granted to conclude negotiations for such a lease and complete the necessary legal documentation. The playing fields will be retained in Council ownership.
- 3.7 In view of the likelihood of similar situations arising in future, it is recommended that authority be granted to enable any similar such transfers to be dealt with under delegated powers.

4.0 Financial implications

- 4.1 The transaction is at nil cost with each party bearing its own legal costs.
- 4.2 The Asset Value of the school is £2,144,496. The playing fields are currently valued at agricultural levels.
- 4.3 The running costs of the Children's Centre will continue to be met from existing budgets.
- 4.4 The school and land is given "in trust" to the Church of England. If the school closes, the presumption is that the building and land revert back to the ownership of the Council, subject to the Secretary of State's overriding directions in the matter.

5.0 Risk Assessment

- 5.1 If a Children's Centre closes before the end of the 25 year agreement with the Government, Sure Start would be entitled to a refund of any capital grant given. In the case of Millfields CE, the Authority would also be liable for payment of the peppercorn lease to the end of the lease term, unless this is explicitly excluded as a clause of the lease.

6.0 Staffing implications

6.1 None arising directly from this report.

7.0 Equal Opportunities implications/Health Impact Assessment

7.1 None arising directly from this report.

8.0 Community Safety implications

8.1 None arising directly from this report.

9.0 Local Agenda 21 implications

9.1 None arising directly from this report.

10.0 Planning implications

10.1 None arising directly from this report

11.0 Anti-poverty implications

11.1 None arising directly from this report.

12.0 Human Rights implications

12.1 None arising directly from this report.

13.0 Social Inclusion implications

13.1 None arising directly from this report.

14.0 Local Member Support implications

14.1 The school is in the Eastham Ward.

15.0 Background Papers

15.1 Cabinet Reports 14th January 2010 and previous referred to therein.

16.0 RECOMMENDATIONS

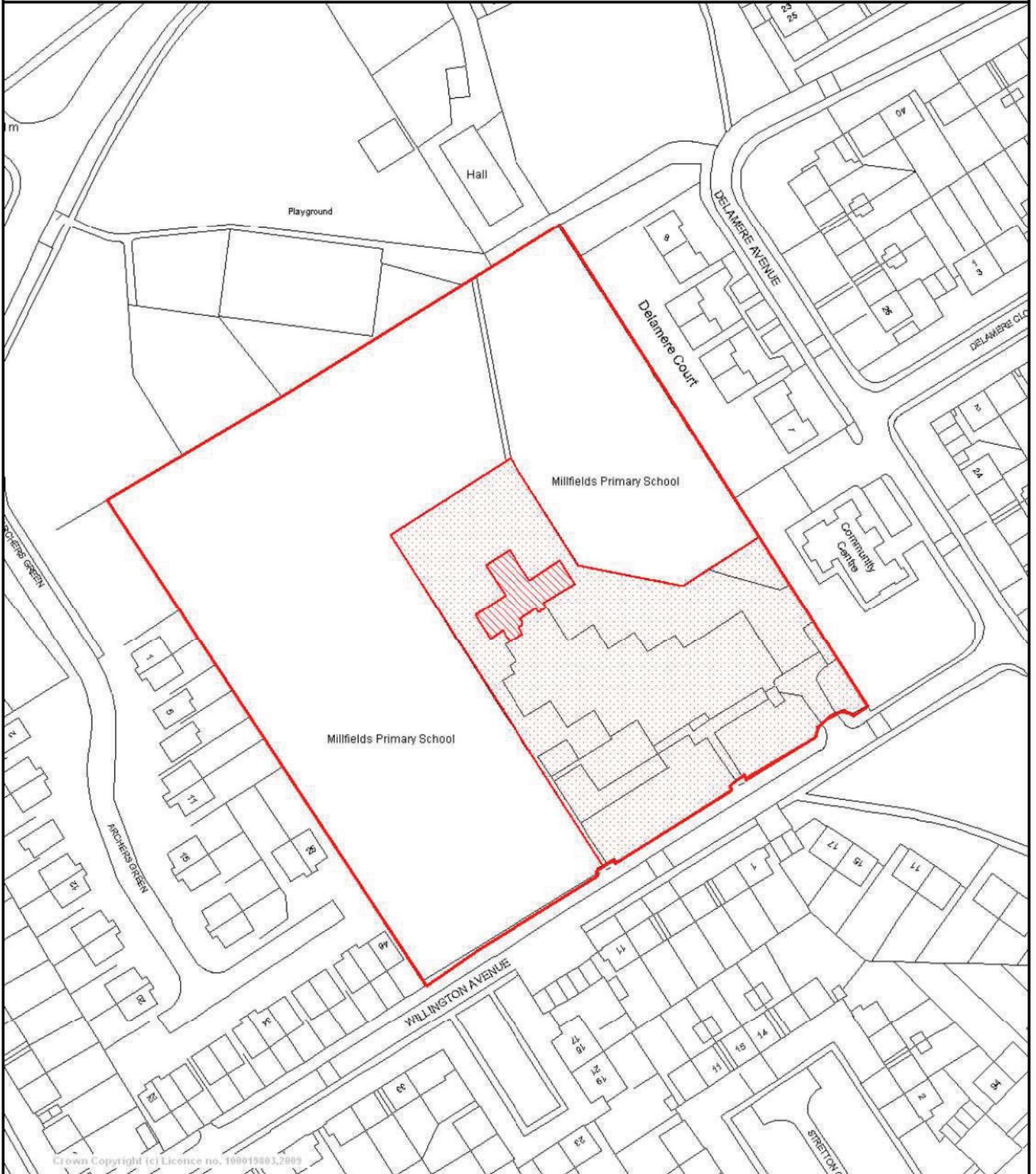
16.1 That the freehold transfer of the school premises at Millfields CE (Controlled) Primary School to the Trustees of the Anglican Diocese of Chester be approved as shown on the attached plan, subject to the agreement of satisfactory terms in respect the operation of the Children's Centre, and that the Director of Law HR and Asset Management be authorised to complete any necessary documentation.

16.2 That the Director of Law HR and Asset Management be given delegated powers to deal with any similar transfers of school premises under this legislation, in consultation with the Portfolio holders for Corporate Resources and Children's Services.

Bill Norman

Director of Law, HR and Asset Management

Millfields School, Willington Avenue, Eastham



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AUDIT & RISK MANAGEMENT COMMITTEE – 28 SEPTEMBER 2010

REPORT OF THE DIRECTOR OF LAW, HR AND ASSET MANAGEMENT

REGULATION OF INVESTIGATORY POWERS ACT 2000

1. **SUMMARY**

This report summarises the use of covert surveillance by the Council between 1 June and 31 August 2010 and recent developments in this field.

2. **BACKGROUND**

- 2.1 The Regulation of Investigatory Powers Act 2000 (RIPA) governs how public bodies use surveillance methods: The Council may use covert surveillance for the purpose of preventing or detecting crime or preventing disorder.
- 2.2 The origin of RIPA lies in the Human Rights Act 1998 which places restrictions on the extent to which public bodies may interfere with a person's right to respect for his or her home and private life and correspondence during the course of an investigation into suspected criminal activities. The provisions of RIPA ensure (in summary) that any such interferences are in accordance with the law and are necessary and proportionate (i.e. the seriousness of the suspected crime or disorder must outweigh any possible interferences with the personal privacy of the persons being investigated and of persons who associate with them).
- 2.3 The Council's Constitution authorises the Directors of Law, HR and Asset Management, Technical Services and Finance to designate Heads of Service and Service Managers to authorise the use of covert surveillance in accordance with the procedures prescribed by RIPA.
- 2.4 The Office of Surveillance Commissioners (OSC) is responsible for overseeing the operation of RIPA. The OSC inspected the Council on 1 July 2009. The outcome of that inspection was reported to the Committee on 23 September 2009. The Committee approved amendments to the Council's Policy and Guidance Document made in response to the Report.
- 2.5 New Codes of Practice on covert surveillance have been published by the Home Office. As from 1 April every Council should report quarterly to its Audit and Risk Management Committee on its use of RIPA.

3. **THE USE OF RIPA BY THE COUNCIL**

- 3.1 Between 1 June 2010 and 31 August 2010 the Council granted 5 authorisations for covert surveillance.

- 3.2. Of those authorisations, 3 were for covert surveillance by the Wirral Anti-Social Behaviour Team to gather evidence of serious anti-social behaviour (mainly on housing estates) for use in proceedings for possession injunctions and anti-social behaviour orders. The use of covert surveillance by the installation of cameras and sound recording equipment is a valuable means of overcoming the barriers raised by witness intimidation to evidence obtained by other means. It also is potentially more reliable evidence than the recollection of a witness whose memory may be fallible and whose evidence may be perceived as biased against the defendant.
- 3.3 The reasons for those authorisations were complaints of criminal damage to windows and fencing, verbal abuse, shouting, persistent harassment through targeted noise nuisance and fighting. The evidence obtained from covert surveillance was used to obtain an ASBO.
- 3.4 One authorisation was for covert surveillance by Wirral Trading Standards officers for use in an investigation with the Police into the sale of cigarettes and alcohol to under-age children. As a result of that surveillance evidence was obtained of 3 offences of illegal sales to children of alcohol and tobacco.
- 3.5 One authorisation was granted to investigate possible licensing offences by a pub landlord. Evidence was obtained of offences which was forwarded to the police.
4. **PATON v POOLE BOROUGH COUNCIL - DECISION OF THE INVESTIGATORY POWERS OF TRIBUNAL PUBLISHED ON 29 JULY 2010**
 - 4.1 Poole Borough Council had authorised directed surveillance of a family whose mother was suspected of giving a false address to ensure her children attended the school of her choice.
 - 4.2 The Tribunal held that the surveillance was unlawful because its purpose was not for the detection or prevention of crime but to obtain evidence that would justify the Council's withdrawal of the offer of a place at the school in question.
 - 4.3 Wirral Council has never used covert surveillance to detect breaches by parents of its Schools Admission Policy.
5. **REVIEW BY THE GOVERNMENT OF LOCAL AUTHORITIES POWERS TO USE COVERT SURVEILLANCE**
 - 5.1 The Home Office is undertaking this review under the oversight of Lord MacDonald QC.
 - 5.2 It is anticipated that the review will recommend that only magistrates can authorise local authorities to use covert surveillance. This would be an acceptable independent safeguard against improper use of RIPA.

5.3 More controversially it has been suggested that local authorities should only be allowed to use covert surveillance to detect serious crime (eg crimes of violence or offences which would usually attract prisons sentences of 3 years or more). This would mean that local authorities could no longer use RIPA to obtain evidence of anti social behaviour and offences such as sale of counterfeit goods, fly-tipping or contravention of the licensing laws. Enforcement of the law by local authorities would become substantially more difficult and this would not be in the public interest.

6. **FINANCIAL, STAFFING, LOCAL AGENDA 21, PLANNING, SOCIAL INCLUSION AND LOCAL MEMBER IMPLICATIONS**

There are no Financial, Staffing, Local Agenda 21, Planning, Social Inclusion and Local Member Implications arising from this report.

7. **EQUAL OPPORTUNITIES IMPLICATIONS**

The purpose of RIPA is to strike a fair balance between the rights of individuals to privacy and the rights of public bodies to act in the public interest to detect and prevent criminal behaviour and disorder.

8. **COMMUNITY SAFETY IMPLICATIONS**

The use of RIPA enables the Council to use covert surveillance to tackle the problem of anti-social behaviour and disorder.

9. **BACKGROUND PAPERS**

The report to the meeting of this Committee on 23 September 2009 and 30 June 2010.

10. **RECOMMENDATIONS**

10.1 That the Committee notes the report on the Council's use of RIPA.

10.2 That the Committee recommends to the Home Office that local authorities be allowed to continue to use covert surveillance to detect crime and disorder provided it has been authorised by an independent magistrate.

BILL NORMAN
DIRECTOR OF LAW, HR AND ASSET MANAGEMENT

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AUDIT AND RISK MANAGEMENT COMMITTEE 28 SEPTEMBER, 2010

39. REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) – QUARTERLY UPDATE

Further to minute 18 (30 June 2010), the Director of Law, HR and Asset Management presented a summary of the use of covert surveillance by the Council between 1 June and 31 August 2010. He provided details of five authorisations that had been granted during the monitoring period, three of which were for the Wirral Anti-Social Behaviour Team to gather evidence of serious anti-social behaviour; one was for Wirral Trading Standards officers for use in an investigation into under-age sales; and one was for the investigation of possible licensing offences.

He commented also upon recent developments, including the decision of a tribunal (Paton v Poole Borough Council) published on 29 July 2010, which held that surveillance of a family, whose mother was suspected of giving a false address to ensure her children attended the school of her choice, had been unlawful. This was because its purpose had not been for the detection or prevention of crime but to obtain evidence that would justify the Council's withdrawal of the offer of a place at the school in question. The Director assured the Committee that Wirral Council had never used covert surveillance to detect breaches by parents of its Schools Admission Policy.

The Director reported also upon a review by the Government of local authorities' powers under the oversight of Lord MacDonald QC, which was anticipated to recommend that only magistrates could authorise local authorities to use covert surveillance. He commented that this was considered to be an acceptable independent safeguard against improper use of RIPA. However, more controversially, it had been suggested that local authorities should only be allowed to use covert surveillance to detect serious crime, for example, crimes of violence or offences which would usually attract prisons sentences of 3 years or more. He reported that this would mean that local authorities could no longer use RIPA to obtain evidence of anti social behaviour and offences such as the sale of counterfeit goods, fly-tipping or contravention of the licensing laws. He expressed the view that enforcement of the law by local authorities would therefore become substantially more difficult and this would not be in the public interest.

Resolved –

(1) That the report on the Council's use of RIPA be noted.

(2) That the recommendation of the Director of Law, HR and Asset Management to recommend to the Home Office that local authorities be allowed to continue to use covert surveillance to detect crime and disorder, provided it has been authorised by an independent magistrate, be referred to the Cabinet for consideration.

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