



Cabinet

Date: Thursday, 8 December 2011

Time: 6.15 pm

Venue: Committee Room 1 - Wallasey Town Hall

Contact Officer: Mark Delap
Tel: 0151 691 8500
e-mail: markdelap@wirral.gov.uk
Website: <http://www.wirral.gov.uk>

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 last meeting have been printed and published. Any matters called in will be reported at the meeting.

RECOMMENDATION: That the minutes be approved and adopted.

FINANCE AND BEST VALUE

3. CORPORATE PLAN 2012/2013 - UPDATE

Report of the Chief Executive to follow

4. COUNCIL TAX BASE 2012/2013 (Pages 1 - 6)

5. COUNCIL TAX DISCOUNTS - ANNUAL REVIEW (Pages 7 - 14)

6. COUNCIL TAX DISCOUNTS - CONSULTATION ON TECHNICAL REFORM (Pages 15 - 30)

7. INSOLVENCY AND CHARGING ORDERS POLICY (Pages 31 - 40)

8. CAPITAL PROGRAMME AND FINANCING 2012-2015 (Pages 41 - 58)

9. PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT

Report of the Deputy Chief Executive/Director of Finance to follow

10. CHANCELLOR OF THE EXCHEQUER - AUTUMN STATEMENT

Report of the Deputy Chief Executive/Director of Finance to follow

11. YOU CHOOSE BUDGET SIMULATOR

Report of the Deputy Chief Executive/Director of Finance to follow

CULTURE, TOURISM AND LEISURE

12. LIBRARIES STRATEGY (Pages 59 - 76)

13. TENDER REPORT - BIRKENHEAD PRIORY AND ST MARY'S CHURCH TOWER (Pages 77 - 86)

CORPORATE RESOURCES

14. PENSBY COMMUNITY CENTRE (Pages 87 - 92)

15. SUPPLY OF CORPORATE UNIFORM CONTRACT (Pages 93 - 96)

REGENERATION AND PLANNING STRATEGY

16. MERSEYSIDE ENVIRONMENTAL ADVISORY SERVICE - CONTRACT RENEWAL 2011/2012 AND 2012/2013 (Pages 97 - 102)

17. LOCAL DEVELOPMENT FRAMEWORK - ANNUAL MONITORING REPORT (Pages 103 - 184)

18. LOCAL DEVELOPMENT FRAMEWORK - DEVELOPER CONTRIBUTIONS AND THE COMMUNITY INFRASTRUCTURE LEVY (Pages 185 - 204)

19. ENTERPRISE ZONES - UPDATE (Pages 205 - 232)

HOUSING AND COMMUNITY SAFETY

20. WIRRAL COUNCIL AND WIRRAL PARTNERSHIP HOMES COMMUNITY FUND (Pages 233 - 240)

CHILDREN'S SERVICES AND LIFELONG LEARNING

21. ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY AND SECONDARY SCHOOLS AND THE CO-ORDINATED ADMISSION SCHEMES FOR 2013-2014 (Pages 241 - 280)

SOCIAL CARE AND INCLUSION

22. FUNDING OF VOLUNTARY COMMUNITY AND FAITH SECTOR 2012/2013 (Pages 281 - 326)

23. THE WIRRAL WELL (Pages 327 - 338)

24. **PROGRESS ON PERSONALISATION (Pages 339 - 344)**
25. **LOCAL ACCOUNT (Pages 345 - 370)**
26. **COMMITTEE REFERRAL - CQC IMPROVEMENT PLAN (Pages 371 - 372)**

Health and Well Being Overview and Scrutiny Committee
Minute 36 (8 November 2011)

The Health and Well Being O&S Committee considered the Improvement Plan completed by the Department of Adult Social Services following the Care Quality Commission (CQC) inspection in May 2010. The Committee agreed to sign off the Improvement Plan and recommended it to the Cabinet.

ENVIRONMENT

27. **CARBON REDUCTION COMMITMENT ENERGY EFFICIENCY SCHEME UPDATE (Pages 373 - 418)**
28. **ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR (PART 1)**

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

29. **EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

The following items contain 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 items of business on the grounds that they involve 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.

REGENERATION AND PLANNING STRATEGY

30. **TACKLING WORKLESSNESS AND SUPPORTING APPRENTICESHIPS IN WIRRAL THROUGH THE EUROPEAN SOCIAL FUND (Pages 419 - 426)**
31. **ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR (PART 2)**

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

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	COUNCIL TAX BASE
WARD/S AFFECTED:	ALL
REPORT OF:	DIRECTOR OF FINANCE
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR STEPHEN FOULKES
KEY DECISION?	YES

1.0 EXECUTIVE SUMMARY

1.1 This report details the method used to calculate the Council Tax Base for 2012/2013 and recommends a figure.

2.0 RECOMMENDATION

2.1 That Cabinet approve the figure of 106,058 as being the Council Tax Base for 2012/13 and recommend it to Council.

3.0 REASONS FOR RECOMMENDATION

3.1 The Council Tax Base is used to calculate the individual amounts of Council Tax that need to be raised to cover expenditure. Within the Council Tax are amounts for the Precepting Authorities (Police and Fire and Rescue). These authorities are formally advised as to the Tax Base to allow them to calculate their own requirements.

3.2 The calculation shows the numbers of dwellings in each band. The number of likely discounts, reliefs and exemptions to be awarded is then taken into account. These figures are used with the proportions for each band to arrive at an equivalent number of Band D properties. This equated figure is adjusted for the collection rate and is the Council Tax Base.

3.3 The figures used are an estimate based on the Valuation List of 5 October 2011. There will be amendments that need to be undertaken and these continue to take place throughout the year.

4.0 BACKGROUND AND KEY ISSUES

4.1 The Valuation List contains 145,929 properties (145,717 in 2010). Within each band there is an assessment made of how many reductions, reliefs and exemptions apply. These reduce the number of dwellings proportionately: 25% discounts for single dwellings, 100% for exemptions, and one band reductions for disabled relief all contribute to this reduction. This figure is then converted to a Band D equivalent by using the ratio of each band charge.

4.2 The calculation is as follows;

BAND	VALUE	No. of Properties	No. of Discounted Dwellings	Band Ratio	Band D Equivalent
A	Up to £40,000	58,777	48,750.00	6/9	32,500.0
B	£40 - £52,000	31,207	27,456.75	7/9	21,355.3
C	£52 - £68,000	27,225	24,538.75	8/9	21,812.2
D	£68 - £88,000	13,039	11,905.25	1	11,905.3
E	£88 - £120,000	8,043	7,416.00	11/9	9,064.0
F	£120 - £160,000	4,276	3,979.50	13/9	5,748.2
G	£160 - £320,000	3,093	2,863.50	15/9	4,772.5
H	Over £320,000	269	230.50	18/9	461.0
		145,929			107,618.5
	Add Band A Disabled Relief Band D equivalent				54.2
	Total				107,672.7

4.3 The total Band D equivalent is then adjusted by the estimate of the collection rate for 2012/13 to give the Council Tax Base. Having taken into consideration previous experience and current collection rates, I recommend no change in the projected collection rate of 98.5%. The collection rate is the rate that best reflects collection over more than just the current year and will therefore take longer than the financial year to achieve. I can confirm that all previous year collections have ultimately met or exceeded my projections. I am satisfied that this rate should be achieved for 2012-13.

4.4 The calculation for 2012/2013 is $107,672.7 \times 98.5\% = 106,058$.

For information the Tax Base in previous years was as follows:-

2006/07: 104,781	2007/08: 104,256	2008/09: 104,009
2009/10: 104,276	2010/11: 104,690	2011/12: 104,879

4.5. The Taxbase calculation has been assisted by significant additional work undertaken to combat Single Person Discount Fraud which has seen the number of discounts awarded fall. Wirral was part of the National Fraud Initiative and undertook additional work including issuing surveys and property visits prior to the cancellation of Single Person Discounts.

4.6. This activity is reflected in the calculation submitted annually, in October to the Government. The number of Discounts in October 2008 was **56,968**, October 2009 **55,009**, October 2010 **54,826** and October 2011 **55,217**. The October 2011 figure shows an increase and a significant part of that increase may well be taxpayers mitigating the removal of the 50% discount for Long Term Empty properties by claiming a single person occupation which is eligible for a 25% discount. The number of Long Term Empty Properties has reduced by 400 to 2,600 since 1 April 2011. Checks are being undertaken on these cases to ensure all discounts claimed are eligible for award.

4.7. The reduction in discounts for the four year period is even more noteworthy as the property base for the same period has increased by 2,227 from 143,702 in October 2007 to 145,929 in October 2011 and it would be anticipated Single Person discounts should have increased by 850 for the same period.

4.8. The large increase in the Council Tax Base for 2012/13, compared to 2011/12 is due to the removal of the 50% discount on Long Term Empty properties as agreed by Cabinet on 9 December 2010 which affects the calculation of discounted dwellings.

4.9 The level of Council Tax is set at each Budget Council. The Budget Council for 2012/2013 is scheduled for 1 March 2012.

5.0 RELEVANT RISKS

5.1 If the Council Tax base figure is not declared by 31 January 2012 the Council and Precepting Authorities will be unable to make considered budgetary decisions that could delay the Council Tax bills for 2012/13.

6.0 OTHER OPTIONS CONSIDERED

6.1 None.

7.0 CONSULTATION

7.1 None required to calculate this figure.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 None.

9.0 RESOURCE IMPLICATIONS, FINANCIAL; IT; STAFFING AND ASSETS

9.1 The Council Tax Base is used to calculate Council Tax levels for 2012/13. Failure to comply with timescales could delay Council Tax bills with the potential to affect collection and cash-flow.

10.0 LEGAL IMPLICATIONS

10.1 The legislation requiring this calculation is the Local Authorities (Calculation of Council Tax Base) Regulations 1992. This requires the Authority to declare, by means of Council resolution, the Tax Base it will use to calculate the tax level. Council must make this resolution no later than 31 January in the year preceding the Tax.

11.0 EQUALITIES IMPLICATIONS

11.1 There are none arising from this report.

11.2 An Equality Impact Assessment is not required.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are none arising from this report.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are none arising from this report.

FNCE/264/11

REPORT AUTHOR: **Malcolm Flanagan**
Head of Revenues, Benefits & Customer Services
Telephone: (0151 666 3260)
email: malcolmflanagan@wirral.gov.uk

APPENDICES None

REFERENCE MATERIAL

Department for Communities and Local Government;
CTB1 form and accompanying documentation.

Valuation Office Agency; Valuation List.

SUBJECT HISTORY THE LAST 3 YEARS

Council Meeting	Date
Cabinet	9 December 2010
Cabinet	9 December 2009
Cabinet	10 December 2008

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	COUNCIL TAX DISCOUNTS
WARD/S AFFECTED:	ALL
REPORT OF:	DIRECTOR OF FINANCE
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR STEVE FOULKES
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

1.1 This report reviews Council Tax charges for Second Homes, Long Term Empty Properties and the annual option for the Council to set locally defined discount schemes.

2.0 RECOMMENDATION

2.1 That Members decide if any amendments to current discounts or new discounts are required.

3.0 REASON FOR RECOMMENDATION

3.1 Councils can reduce the Council Tax paid by using locally defined discounts; they can also reduce discounts in relation to Second Homes and Long Term Empty Properties. The cost of locally defined discounts is met by the Council. The amendment or removal of Long Term Empty discounts (Class C) produces a windfall for one year, and then the change is reflected in the following year's tax base figure and is of no direct financial advantage to the Council.

4.0 BACKGROUND AND KEY ISSUES

4.1 Second Homes

4.1.1 Second Homes are properties that are not a "sole or main" residence. They are usually furnished and because of that attract a 50% charge to cover the property element of Council Tax. However as they are not a sole or main residence there is no personal charge to pay, and the bill is therefore 50% of a fully occupied property. This category also covers furnished property let by landlords.

- 4.1.2 The Government has acknowledged that in some holiday areas it is becoming impossible for local people to purchase properties locally. Furthermore out of season the holiday areas are unable to sustain such basic amenities as village shops and Post Offices. The Government has attempted to redress the balance by allowing Councils to reduce the discounts on second homes from 50% to as little as 10%.
- 4.1.3 The only people excluded from any change are people who live elsewhere and are liable to pay Council Tax on a property owned by an employer, i.e. tied accommodation.
- 4.1.4 Wirral agreed to reduce the discount from 50% to 25% from April 2008. 25% was recommended as this was the figure that would represent the Council Tax payable if one resident resided and so stop claims that the property ceased to be a Second Home and had become occupied. This change raised some negative comment from landlords of furnished properties.
- 4.1.5 There are currently 767 properties in receipt of Second Homes discount which is currently at 25%. This is a 19% increase in Second Homes from the previous year. Wirral could reduce the discount further by a maximum of 15%, leaving a 10% discount reduction. This would raise an additional maximum of £125,000. Increasing to this level is beyond that of a property occupied by a single person and would inevitably lead to claims that the property, as happened with the full removal of Long Term discounts, is occupied by a single person and a claim for 25% discount is made. The 19% increase in Second Homes, compared to the 4% in the previous year is as a consequence of removal of the 50% Long Term Empty discount as taxpayers see the advantages of re-classifying the property as a Second Home and claiming a 25% discount.
- 4.1.6 A decision is required as to whether this discount should continue to be awarded for 2012-2013.
- 4.1.7 If the Council amends the provision a notice is required to be published 21 days after the determination and any amendment would come into force on 1 April 2012.

4.2 Long Term Empty Homes

- 4.2.1 The Government aim is to help Local Authorities bring long-term empty homes into occupation, by encouraging owners to sell or let the properties faster than at present.

- 4.2.2 Long-term empty homes are defined as properties that have been empty for more than six months. For the first six months, providing the property remains substantially unfurnished, the charge payer is free from paying Council Tax. Thereafter a charge of 50% applies until a property is reoccupied. This is known as Class C exemption.
- 4.2.3 Long-term empty properties quite often require major structural work or substantial repairs to make them habitable. Those properties, providing they satisfy the criteria, can be exempt from Council Tax for up to 12 months. This is known as Class A exemption. After 12 months they attract a charge of 50%.
- 4.2.4 Legislation allows the Authority to charge up to the full level of Council Tax for Class C after 6 months and after 12 months for Class A. For 2011-12 Wirral decided to remove the 50% discount and charge 100%. This left the Council with a one off windfall of an additional £1.6 million Council Tax raised.
- 4.2.5 The number of Long Term properties which over the last few years had remained around 3,000 reduced to 2,576 for Council Tax purposes. This is mirrored in the increase in Second Homes mentioned earlier and an increase in occupation of these properties by Single Persons thus reducing the 100% liability by 25%. There were a significant number of complaints and negative comments about this change, as had been anticipated given the increase in the liability.
- 4.2.6 Wirral Council has been addressing the growing problem of empty properties in the Borough since 2005 when the first Empty Property Strategy “Tackling and Preventing Dereliction in Wirral” was approved; this led to the establishment of a specific Empty Property Team in 2006 who report to the Director of Regeneration, Housing & Planning.
- 4.2.7. Today the lack of finance in the housing market has resulted in more empty properties as sales turnover slows and money to finance redevelopment is difficult to secure. At the same time, a requirement to increase the supply of affordable housing is paramount for the Borough. Addressing Empty Properties continues to be a key corporate objective and a priority for the Housing Strategy 2011-2026 which was ratified by Cabinet on 23 June 2011. The strategy acknowledges that dealing with the significant number of empty properties in Wirral is a complex issue that requires a long term strategic approach using a range of powers, close working relationships within the Council and effective partnership working with property owners and external stakeholders.

- 4.2.8. Many long term vacant properties (empty for six months or more) could, with a level of intervention, be used as a valuable asset to help the Borough meet its housing need. It is also recognised that the blight caused by empty properties can affect the sustainability of nearby houses in all neighbourhoods of the Borough because they can often act as a magnet for vandalism and anti-social behaviour as well as having a detrimental affect on the local housing market.
- 4.2.9. As well as implementing a range of initiatives, the Empty Property Team is looking at ways to discourage owners from keeping properties empty and the discount proposals with regard second homes and long term empty properties support that aim.
- 4.2.10 Strategically the removal of the 50% discount and the subsequent application of a 100% charge applied to Long Term Vacant properties in the Borough is assisting in achieving the following success:-
- Ensuring owners pay more Council Tax on their empty properties after the 6 months exemption. This success can be measured through evidence gathered by the Empty Property Officer who has reported an increase in owners of Long Term Vacant Properties coming forward to access the Empty Property Grant, assistance with disposal, and seeking advice on attaining Accreditation through the Property Accreditation Scheme to facilitate access to tenants on the Wirralhomes waiting list. The reasons given by these empty property owners include the increase in Council Tax to 100% having “pushed them into doing something with their properties”.
 - Reducing long term vacant property numbers across the Borough. There is some evidence provided by Council Tax figures that suggests that Long Term Vacant property numbers are already reducing, however a prescribed 12 month comparison calculation will be undertaken by the Empty Property Team which will be available in April 2012. Any reduction in long term vacant properties may be reflected in an increased New Homes Bonus allocation for the Authority
 - Reducing the overall expenditure and resources needed by other Council departments such as Regeneration, Housing and Planning, Technical Services and Law, HR and Asset Management Services to repeatedly deal with empty properties and their consequential negative effects through out the Borough.
 - Sending out the message to owners of vacant properties that Wirral Council does not support this activity.

4.2.11 The level of charges in 2011/12 has helped the position on long term empties but ongoing work is needed to ensure all empty properties face the full charge. Officers will look at options to address this.

4.2.12 If the Council amends the provision a notice is required to be published 21 days after the determination and any amendment would come into force on 1 April 2012.

4.2.13 A decision is required as to whether these discounts should be amended for 2012-2013.

4.3 Local Discounts

4.3.1 Councils can reduce the Council Tax paid by using locally defined discounts. The discount granted can be anything up to 100%. The main driving force behind the introduction of these discounts was to allow Councils to react to local circumstances such as flooding or other natural disasters.

4.3.2 Regulations do not require the discount to be published in advance and attempting to pre-determine classes of exemption could prove difficult. A discount could be granted to an individual in case of extreme hardship. A discount could also be granted to all empty properties within a specific area, such as a clearance area.

4.3.3 The option to determine individual cases as and when they arise gives more flexibility to the Council and does not require predetermination.

4.3.4 The Council has to fund any locally defined discounts.

4.3.5 Cabinet on 22 July 2004 awarded a local discount to Wirral Women's and Children's Aid. The discount has been confirmed annually to date at 50% for the refuge and 75% for both flats, leaving no Council Tax to pay, on the basis of the valuable work undertaken at the premises. The circumstances have remained unaltered and the cost of the award is £3,416.48.

4.3.6 If the Council amends the provision a notice is required to be published 21 days after the determination and any amendment would come into force on 1 April 2012. A decision is required as to whether this discount should continue to be awarded for 2012/13.

5.0 RELEVANT RISKS

5.1 Whilst not publishing the award notices 21 days before the tax year will not negate the billing exercise for 2012/13, the Council's reputation could be damaged. Failure to agree discounts in a timely manner could result in late billing which inevitably affects cash flow and collection performance.

6.0 OTHER OPTIONS CONSIDERED

6.1 None

7.0 CONSULTATION

7.1 None.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 None.

9.0 RESOURCE IMPLICATIONS, FINANCIAL; IT; STAFFING AND ASSETS

9.1 There is a potential to raise an additional £125,000 by reducing the discount on Second Homes to 10%.

9.2 If the Local Discount for the Women & Childrens Aid is retained then the cost to the Council will be £3,416.48.

10.0 LEGAL IMPLICATIONS

10.1 There is a requirement that any amendments are published after the Budget Setting Council and 21 days before the start of the financial year.

11.0 EQUALITIES IMPLICATIONS

11.1 There are none arising from this report.

11.2 An Equality Impact Assessment is not required.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are none arising from this report.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are none arising from this report.

FNCE/269/11

REPORT AUTHOR: **Neil Powell**
Revenues Manager
Telephone: (0151 666 3505)
email: neilpowell@wirral.gov.uk

APPENDICES None

REFERENCE MATERIAL

Local Government Finance Act 1992

Local Government Act 2003 Sections 11a and 13a

Council Tax Information Letters 6/2003 and 7/2003.

SUBJECT HISTORY THE LAST 3 YEARS

Council Meeting	Date
Cabinet	3 February 2011
Cabinet	9 December 2010
Cabinet	9 December 2009
Cabinet	10 December 2008

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	TECHNICAL REFORMS OF COUNCIL TAX
WARD/S AFFECTED	ALL
REPORT OF:	DIRECTOR OF FINANCE
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR STEVE FOULKES
KEY DECISION:	NO

1.0 EXECUTIVE SUMMARY

1.1 This report sets out the areas covered by a Department for Communities and Local Government consultation paper on reforming Council Tax and a proposed response to the 22 questions raised.

2.0 RECOMMENDATION

2.1 That Members agree the proposed response to the consultation document.

3.0 REASON FOR RECOMMENDATION

3.1 Responses to the consultation give the Council the opportunity to influence the proposed reforms to Council Tax.

4.0 BACKGROUND AND KEY ISSUES

Technical Reforms, the Main Areas Under Consultation

4.1 The main areas under consultation by the paper from the Department for Communities and Local Government (DCLG) are Second Homes, Empty Homes, Mortgagees in Possession, Instalments, Electronic information, solar installations and Annexes to dwellings. I have set out below information on each area of consultation. The proposed response to each question are set out in the appendix to this report.

Second Homes

4.2 A second home is classed as a furnished dwelling that is not the sole or main residence of any individual. By definition this covers holiday homes or furnished properties that are between lets. The discount on second homes was initially 50%; the legislation was amended in 2004 to allow Councils to reduce the discount level to 10%. Wirral reduced the level of discount awarded to second homes from 50% to 25% in 2008.

- 4.3 In 2008 the discount could have been reduced to the statutory minimum 10% however 25% was recommended to avoid claims that the property was occupied by an individual who could then claim a 25% Single Person Discount.
- 4.4 The proposals are to reduce the discount level to 0% making second home owners pay 100% of the Council Tax
- 4.5 Wirral has 767 second homes, representing 0.5% of Wirral properties and removing the discount altogether would raise an additional £208,000 which the Council could retain.

Empty Homes

- 4.6 The Government is committed to bringing empty properties back into use as soon as possible. One of the areas it is looking at is reviewing the various exemptions on empty properties which run from Class A to W and are subject to different circumstances and timescales
- 4.7 **Class A exemption** This covers a vacant dwelling where major repair works or structural alterations are required, under way or recently completed. The exemption is property based not owner based. The exemption can be applied to a property for a maximum period of 12 months (this was a change from the original legislation which had an open ended exemption.)
- 4.8 The proposal is to remove the exemption and let councils use discretion to set a discount between 0% and 100% and also dictate the time period of any discount.
- 4.9 Wirral currently has 161 homes in receipt of Class A exemption. If this were to be replaced by a locally defined discount of 100% after 6 months then it has the potential, based upon Band B, to raise £91,675 or £183,350 if the 6 month period is removed altogether. However removing the discount altogether could be viewed as a disincentive to purchasers buying derelict properties to renovate, if they are expected to pay Council Tax on them whilst they are undergoing renovation and cannot be occupied.
- 4.10 **Class C exemption** This exemption can be applied to a property for 6 months. The exemption covers a dwelling that is empty and substantially unfurnished. After the exemption period of 6 months has expired the property is classed as a Long Term Empty Home and a discount of 50% was granted. From 1 April 2011 Wirral decided that this discount was to be reduced from 50% to 0% resulting in 100% Council Tax being paid. The effect of this was an additional £1.6 million for 2011-12 raised on 3,000 properties that had been empty for longer than 6 months.
- 4.11 The proposal, as with Class A is to remove the exemption and let councils use their discretion to set a discount between 0% and 100% and also dictate the time period of any discount. Also the Council would retain the funds without a reciprocal adjustment in grant.

- 4.12 Class A and Class C exemptions are closely related the maximum exemption available, even if both apply for 12 months. Properties cannot gain an Exemption for 12 months under Class A and then obtain another 6 months under Class C.
- 4.13 **Class L exemption** This exemption applies to a property where a mortgagee is in possession under the mortgage. There is no time limit on this exemption.
- 4.14 The Government proposal is to remove this exemption and amend legislation so that the mortgagee in possession is responsible for Council Tax.
- 4.15 Wirral currently has 81 properties covered by this exemption and experience indicates the exemption lasts for approximately 8 months on average. Based upon a Band B then this change has the potential to raise £61,500.
- 4.16 **Empty Homes Premium** This is a new proposal and it is suggested that properties that have been empty for more than two years be subject to a premium, for example another 100% making 200% of the payable amount. The proposal is for the Council to decide the levels and timescales, dependant upon local circumstances, the aim being to encourage and optimise the occupation of Long Term Empty properties.
- 4.17 Wirral has 708 properties classed as Long Term Empty in excess of 2 years and taking a Band B average this would have the potential to raise an additional £806,285 per annum. It has to be acknowledged that this amount would inevitably be difficult to collect as is the recent change to Long Term Empty discounts from 50% to 0%.

Payment by Instalments

- 4.18 The Government is considering offering Council taxpayers the right to pay by 10 or 12 monthly instalments.
- 4.19 Council Tax provides payers with the statutorily defined right to pay by 10 instalments. There will be inevitable financial implications of lost interest for offering payment over a longer period and an additional transactional costs for the potential 232,000 extra instalments, estimated at £32,000. However most utilities do now offer 12 instalments.
- 4.20 Wirral has 116,000 instalment payers 89,000 pay by Direct Debit (77%), 27,000 pay at the Council cash office, On-line, telephone, Bank, Post Office, Paypoint and by Post (23%).

Information to be Supplied with Demand Notices

- 4.21 Councils are legally obliged to supply information with demand notices relating to gross expenditure, budget requirement and preceptor requirements. Most councils supply this information in a separate booklet sent with the Council Tax bill, the Wirral booklet is called "Your Council Tax Explained."

- 4.22 The Government proposal is that this information can be made available on the Council website, only making it available in paper format upon request.
- 4.23 Wirral spent £25,000 on 190,000 booklets in 2011, the potential for savings by severely reducing the number printed is significant.

Installation of Solar Panels on Domestic Properties

- 4.24 The installation of Solar Panels, usually on the roof, is treated as having no material value therefore they do not lead to a change to the Band of a property. However a new type of installation is taking place whereby third party suppliers place panels on the roof of a property. The owner of the property receives the benefit of free electricity and the solar panel provider receives payments under the Government "Feed in Tariff Scheme." It is feasible therefore that this type of installation could be liable for business rates.
- 4.25 The Government proposes to bring forward legislation to stop this from happening.

Annexes to Dwellings

- 4.26 This applies mainly to annexes generally known as Granny Annexes which are attached to a property but are treated separately and Banded as such by the Valuation Officer.
- 4.27 When occupied they are **exempt Class W**, a dwelling which forms part of a single property, including at least one or other dwelling, and which is the sole or main residence of a dependant relative of a person who is resident in the other dwelling.
- 4.28 A problem arises when they are empty as they can attract empty Council Tax until they are occupied by another dependant relative, or substantial alterations, such as kitchen removal, are undertaken to make the annexe part of the main property.
- 4.29 The Government views this as a potential injustice and is asking if the legislation should be changed. Wirral has 13 exempt Class W properties.

5.0 RELEVANT RISKS

- 5.1 If Members do not respond to the consultation then the views of the Council are not heard and the option to influence Government thinking on this matter is lost.

6.0 OTHER OPTIONS CONSIDERED

- 6.1 None

7.0 CONSULTATION

- 7.1 None.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 If any of the groups hold a portfolio of properties and some of them remain empty they could be charged Council Tax or additional Council Tax on those empty properties.

9.0 RESOURCE IMPLICATIONS; FINANCIAL, IT, STAFFING & ASSETS

9.1 There is the potential to raise additional sums of Council Tax if these proposals are enacted. Any legislative changes would require alterations to IT systems and working practices. There are no specific staffing and assets issues arising from this report.

10.0 LEGAL IMPLICATIONS

10.1 There are none arising directly from this report.

11.0 EQUALITY IMPLICATIONS

11.1 There are none arising directly from this report.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are none arising directly from this report.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are none arising directly from this report.

REPORT AUTHOR: **Neil Powell**
Revenues Manager
Telephone: (0151 666 3505)
email: neilpowell@wirral.gov.uk

FNCE/266/11

APPENDICES

Technical Reforms of Council Tax Wirral response

Reference Material

Local Government Finance Act 1992

Technical Reforms of Council Tax Consultation Paper

SUBJECT HISTORY (last three years)

None

Council Meeting	Date

Technical Reforms of Council Tax

Questions for consultation and Wirral's responses

Proposals on 2nd Homes

Question 1

Do you agree with the Government's proposal to extend the range of discount available to billing authorities in respect of second homes to 0 to 50 per cent?

Answer

Yes Wirral supports the proposal to extend the range of discount available but feels the Council is best placed to prescribe the level of discounts, based upon local circumstances and that they should not be prescribed centrally.

Question 2

How might authorities choosing not to offer any discount on second homes identify them in order to report second homes as necessary for formula grant purposes?

Answer

With the removal of the incentive to claim a discount it will be impossible to identify the number of new 2nd homes unless a scheme of compulsory registration is introduced, possibly maintained locally by Council planning departments. Wirral currently has 767 properties classed as 2nd Homes

Proposals on Class A exemption

Question 3

Do you agree with the Government's proposal to abolish Class A exemption and replace it with a discount which billing authorities may set in the range 0 to 100 per cent?

Answer

Yes Wirral supports the proposal to abolish Class A and feels the Council is best placed to prescribe the level of discounts based upon local circumstances and that they should not be prescribed centrally. Wirral currently has 161 classed as Class A

Question 4

If Class A exemption is replaced by a discount, for what period should the new discount apply before such properties are treated as long term empties? Should the one-year time limit continue to apply, or should billing authorities have any discretion about it?

Answer

A more realistic timescale would be 6 months. As with all decisions of this nature Wirral believes the decisions should be taken locally and not centrally prescribed.

Question 5

If Class A exemption is replaced by a discount should billing authorities be empowered to give different levels of discount for different cases?

Answer

Yes Wirral supports the proposal to allow the Council to prescribe the level of discount based upon local circumstances.

Proposals on Class C exemption

Question 6

Do you agree with the Government's proposal to abolish Class C exemption and replace it with a discount which billing authorities may set in the range 0 to 100 per cent?

Answer

Yes Wirral supports the proposal to abolish Class C and feels the Council is best placed to prescribe the level of discounts based upon local circumstances and that they should not be prescribed centrally. Wirral currently has 2,609 classed as Class C.

Question 7

If Class C exemption is replaced by a discount, for what period should the new discount apply before such properties are treated as long term empties? Should the six month time limit continue to apply, or should billing authorities have any discretion about it?

Answer

Experience indicates the 6 month figure is correct in the majority of cases however Wirral would like to exercise its discretion on application of the timescale and for the timescale not to be prescribed centrally.

Question 8

If Class C exemption is replaced by a discount should billing authorities be empowered to give different levels of discount for different cases?

Answer

Yes Wirral supports the proposal to allow the Council to prescribe the level of discount based upon local circumstances and that they should not be prescribed centrally.

Class L exemption

Question 9

Should Government seek to make mortgagees in possession of empty dwellings liable to council tax?

Answer

Yes as owners in possession it is wrong that they are exempt from paying Council Tax on properties. Wirral currently has 81 classed as Exemption L, empty and mortgagees in possession

Question 10

Would enabling local authorities to levy an empty homes premium on council tax have a significant impact on the number of homes being left empty?

Answer

In the short term yes. However recent experience over the last 8 months, Wirral's Long Term Empty discount was reduced from 50% to 0% from 1 April 2011, indicates that owners do suddenly claim that properties are occupied to avoid paying the higher levy.

The number of Long Term Empties will drop initially but it will likely be a false figure and hide the real problem of Long Term empty properties rather than solving it. This will leave the council in an invidious and costly position of having to check if properties are really empty when the owner claims they are occupied.

Question 11

In terms of a percentage of normal council tax, what should the maximum permitted premium be?

Answer

The percentage figure could be as high as 200% of the properties Band. The proposal should be to allow the Council to prescribe the level of premium based upon local circumstances and not for it to be centrally prescribed. A national maximum could be set by central government over which it could be considered by the Minister to ensure that local conditions reflect the need for the Council to use such a high (or low) figure.

Question 12

How long should a dwelling have remained empty before the empty homes premium might be applied in respect of it?

Answer

In view of the current anomalies in the housing market nationally local discretion should be allowed to prescribe the applicable timescales rather than central prescription.

Question 13

Should constraints be placed on the purposes to which the additional tax revenue generated from an empty homes premium may be devoted?

Answer

No. Councils should be able to retain the additional funds collected and spend them as they see fit, ring-fencing should not be applied. The additional amounts should not be reflected in future Council Tax Base returns as happens currently with removal or amendment of Long Term Empty Discounts.

Question 14

What circumstances if any should be defined as being inappropriate for levying the empty homes premium, and why?

Answer

The discretion to levy the empty homes premium should be a local decision based upon local circumstances without prescription from Central Government.

Question 15

What practical issues would have to be addressed if the premium were to be implemented (for example in the consistent identification of empty homes) and how should they be resolved?

Answer

See the answer to Question 10

Definition of a "relevant person"

Question 16

Do you agree that Section 66(2C)(a) should be amended along the lines suggested?

Answer

Yes as this corrects a loophole and drafting mistake, discovered in the Curzon case 2002. In the original legislation of Business Rates a Relevant Leaseholder in certain circumstances was described as a "relevant person" but a Freeholder was not.

Payment by instalments

Question 17

Do you agree that the default pattern of council tax bill instalments should be payment by 12 monthly instalments (with other arrangements to be reached by agreement between taxpayer and billing authority)?

Answer

There will be an inevitable knock on effect to the detriment of collection and lost interest levels which council's can ill afford at this time of tough budget constraints.

Given the vast bulk of people nationally for 18 years have paid by 10 instalments AND DID SO WITH Poll Tax and General Rates this is not a necessary change given the financial impact on Councils unless government find a way to recompense authorities for the losses they will then incur.

It is accepted that the public perception however is that the majority of "other ex utility bills" can be paid over 12 months and that council tax should be the same, it is difficult to argue against this as the majority of people are paid or receive their income monthly.

The discretion to offer 12 instalments should be a local decision based upon local circumstances without prescription from Central Government. However once allowed it is envisaged this would become the norm.

Information to be supplied with demand notices

Question 18

Do you agree that billing authorities should be able to discharge their duty to provide the information that must currently be supplied with demand notices by publishing it online (with the exception of information relating to penalty charges, and subject to the right of any resident to require hard copy)?

Answer

Yes Wirral spent £25,000 on 190,000 booklets in 2011 that contained the supplied information. Making that information available electronically on line and only available in paper format upon request is the right way forward and will result in substantial cost savings for the Council.

“Rent a Roof” solar PV installations on domestic properties

Question 19

Do you agree that domestic scale solar photovoltaic installed on dwellings should be treated as part of those properties?

Answer

Yes

Question 20

Do you agree that domestic scale solar photovoltaic should be defined as installations having a maximum generating capacity of 10 kW?

Answer

Wirral has no specific view concerning the maximum generating capacity of domestic solar photovoltaic installations.

Annexes to dwellings

Question 21

In what circumstances if any do the rules requiring the separate banding of self contained units of accommodation within a hereditament give rise to injustice?

Answer

Wirral do not consider there are any other circumstances that give rise to injustice in this area.*

Question 22

Should the Government seek to make changes to these rules, and if so, what changes?

Answer

None

* Refers to "Granny Annexes" that are attached to a property and occupied by a dependant relative. Wirral have 13 out of 145,929 properties

Whilst in occupation the Granny Annexe is classed as Exempt Class W.

When the annexe is unoccupied it will attract an empty charge unless alterations take place to make it part of the original property its' attached to or occupied by another dependant relative.

Wirral normally requires kitchen removal before a request is passed to the V.O for removal of the annexe assessment as this is viewed, within the regulations, as a material change. Then, for example, the original assessment Band F and the Granny Annexe assessment, Band A are reassessed to one, Band G.

In some cases an empty annexe will be classed as Exempt Class T whereby it would be in breach of planning controls if let separately from the main building.

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	INSOLVENCY AND CHARGING ORDERS POLICY
WARD/S AFFECTED	ALL
REPORT OF:	DIRECTOR OF FINANCE
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR STEVE FOULKES
KEY DECISION:	NO

1.0 EXECUTIVE SUMMARY

- 1.1 This report sets out a revised policy and procedures concerning the use of Insolvency in the recovery of outstanding debts specifically Council Tax and National Non Domestic Rates.

2.0 RECOMMENDATION

- 2.1 That Members agree the Insolvency and Charging Orders Policy.

3.0 REASON FOR RECOMMENDATION

- 3.1 The attached policy has been in operation for a number of years and has been changed and updated in light of recommendations and practical experience.

4.0 BACKGROUND AND KEY ISSUES

Council Tax and Business Rates

- 4.1 The methods used to recover both revenues are similar, apart from there being more options available to recover debts in Council Tax. The use of Insolvency is similar in both however the terminology is somewhat different whereby an individual can be made Bankrupt and a Company goes into Liquidation. I use the Council Tax terminology for the purposes of this report.
- 4.2 Every Council Tax charge payer is sent a bill at the beginning of the year and has the legal right to pay this by ten instalments. If these instalments are not paid then reminders are issued, if they still remain unpaid after a reminder or subsequent instalments are not paid on time then the right to pay by instalments is lost and the whole amount for the year becomes due.
- 4.3 The Council can then apply to the Magistrates Court for the issue of a Liability Order which enables the following methods of debt recovery.
- Attachment of Earnings - The amount of regular deduction is a statutorily defined percentage of salary or wage. Members Allowances can be attached to obtain payment.

- Deduction from specific benefits - The amount is £3.40 per week, upgraded annually, and can be deducted from Income Support, Job Seekers Allowance and Pension/Guarantee Credit.
 - Levy distress on goods - This function is performed by a Bailiff who is allowed to levy and recover fees as part of the collection process.
 - Charging Order - Application is made to the County Court for a Charging Order, the debt has to be in excess of £1,000. A charge is placed upon a property which accumulates interest. The Charge can be used to force the sale of a property.
 - Bankruptcy - Application is made to the County Court for the debtor to be made bankrupt, the debt has to be £750 or more. The bankrupt's assets, including his home can be seized and sold to pay the debt.
 - Committal to Prison - This can only be used after an attempt has been made to collect the debt by distress. The Court has to find Wilful Refusal or Culpable Neglect. The maximum term of imprisonment is 90 days; the debt is not written off and remains. However there is no other legal remedy that can be used to collect it and further enforcement is not used. This is obviously the last resort because of the consequences of imprisonment.
- 4.4 The first three on the list above are utilised most often, along with taxpayers' direct arrangements whereby a payment plan is agreed and recovery action is suspended whilst it is maintained. The Bailiffs who levy distress are subject to the Council Code of Conduct, agreed by Members. This Code will be reviewed and resubmitted for approval before the next bailiff tender exercise which is due in 2012.
- 4.5 A Charging Order allows the debt to be secured on a property and interest is claimed. However such Orders have to be used sparingly as there is little point in securing the debt against a property that is in negative equity or where there is no potential surplus after sale. Similarly if the property is jointly owned it can be difficult to persuade the Court to force a sale, thus leaving a debt outstanding for an unacceptable period of time. 200 Charging Order applications have been made in Wirral over the last eight years for £600,000 worth of debt of which £400,000 has been secured by Charging Order.
- 4.6 Bankruptcy can have huge implications on peoples' lives and the costs incurred can be substantial. Once the court makes a bankruptcy order then the Official Receiver can appoint a Licensed Insolvency Practitioner as a trustee who safeguards and secures the assets of the debtor for the benefits of the creditors. These can then be sold and the trustee is entitled to his costs. It is not unusual for the costs involved to dwarf the original debt.
- 4.7 Bankruptcy is considered to be preferable to seeking to deprive a taxpayer of their liberty by applying for their committal to prison for non-payment. 330 Bankruptcy petitions, the first stage of bankruptcy, have been served in Wirral over the last eight years with 122 resulting in Bankruptcy. The debt involved is £1,356,818 of which £945,000 has been paid during the same period.
- 4.8 The volume of recovery action for Council Tax and Business Rates are regularly reported to the Council Excellence Overview and Scrutiny Committee.

Insolvency and Charging Order Policy

- 4.9 Local Authorities have been criticised for injudicious use of bankruptcy. The Local Government Ombudsman has highlighted some cases and whilst accepting the Council right to continue to use the option, expects there to be robust policies governing its use and appropriateness.
- 4.10 Some of the issues that the Local Government Ombudsman expects Councils to consider are:-
- a Costs, effectiveness and other implications of Bankruptcy
 - b The individual circumstances of the debtor
 - c General equality duties
 - d Implications for overall payment levels if people come to believe that Council Tax debts will not be collected
 - e Impact of non-payment on revenues and the ability to deliver services to the community
 - f Equality between those who do pay and those who do not.
- 4.11 The attached policy covers all of the above. The minimum amount of debt for Bankruptcy is £750, but under the Wirral policy we will only seek to consider Bankruptcy if the debt is more than £2,000. It should also be noted that all cases will be checked with Adult Social Services to ensure that vulnerable people are not included in the process.

5.0 RELEVANT RISKS

- 5.1 If Members do not agree a policy then collection by this method would cease or at the very least be open to challenge which would impact on collection and send the wrong message to taxpayers and non taxpayers about collection practice. The District Auditor may comment on the removal of a collection method from the recovery portfolio at a time when councils need to maximise collection.

6.0 OTHER OPTIONS CONSIDERED

- 6.1 None.

7.0 CONSULTATION

- 7.1 There have been many recent national consultations undertaken concerning Debt Collection and Insolvency.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 8.1 Distribution of the policy will aid groups and advisors such as the CAB and will also make the process more transparent.

9.0 RESOURCE IMPLICATIONS; FINANCIAL, IT, STAFFING & ASSETS

- 9.1 There are no specific IT, staffing or asset implications.

10.0 LEGAL IMPLICATIONS

10.1 There are none arising directly from the approval of this policy which is a legal remedy under the relevant revenues legislation.

11.0 EQUALITY IMPLICATIONS

11.1 Equality issues are considered on an individual case by case basis and this is when an Equality Impact Assessments will be undertaken.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are none arising from this report.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are none arising from this report.

REPORT AUTHOR: **Neil Powell**
Revenues Manager
Telephone: (0151 666 3505)
e-mail: neilpowell@wirral.gov.uk

APPENDIX

Insolvency and Charging Orders Policy

Reference Material

Local Government Finance Act 1992

Council Tax (Administration & Enforcement) Regulations
Statutory Instrument 1992/613 (Sections 49 & 50)

Insolvency Acts 1986, 2000 & 2010

Land Registration Act 1925

Land Charges Act 1972

Charging Order Act 1979

Local Government Ombudsman Focus Report: learning the lesson from complaints.
Can't pay? Won't pay? Using bankruptcy for Council Tax debts – October 2011

SUBJECT HISTORY (last three years)

Council Meeting	Date

Insolvency and Charging Orders Policy

Policy and Procedures

Covering; Bankruptcy/Liquidation and Charging Orders

Legislation

Local Government Finance Act 1992 Schedule 4 paragraph 9 (1) + 11 (1)

Statutory Instrument 1992 613 (49) (50)

Insolvency Act 1986

Insolvency Act 2000

Insolvency Act 2010

Land Registration Act 1925

Land Charges Act 1972

Charging Order Act 1979

Equality Act 2006

Equality Act 2010

Background

The case(s) for non-payment has to have been heard at Wirral Magistrates Court following a summons for non-payment. The summons allows an application for a Liability Order to be made and if granted by the courts the issue of the Liability Order enables the Council to collect the debt by a number of statutorily defined means. They are Attachment of Earnings/Members Allowances, Deduction from Income Support/Job Seekers Allowance/Pension Credits, Bailiffs (Distress), **Charging Orders**, **Insolvency** and Committal to Prison (Committal to Prison may only be considered after a failure to collect by Bailiffs.)

INSOLVENCY POLICY

Wirral is conscious that Insolvency can have a devastating effect on individuals and as such it is not considered lightly however it is felt that it is a preferred alternative to Committal to Prison, which is regarded as the last resort in the collection process. It is fair to say Insolvency is regarded as the second from last collection method.

Process Map

It is essential that every stage in this process is followed and documented before the issue of a Pre-Bankruptcy letter is issued indicating the Council's intention to take proceedings.

- 1 The combined debt must be in excess of £2,000 (the legal requirement is £750.) If not then other alternatives must be attempted.
- 2 The debt must have been returned by the Bailiff as uncollectable and certified accordingly.
- 3 Has the customer been offered Fair Debt previously? (The answer will be yes to all cases prior to October 2007.) If no the process must stop and Fair Debt offered.
- 4 Has ownership of the property been confirmed with Land Registry?
- 5 If the answer to 4 is yes has a Charging order been considered? If yes and rejected review that decision and record the result of your review.
- 6 Is deduction from Income Support/Job Seekers allowance /Pension Credits viable? The current deduction 2011 is £3.40 per week, upgraded annually. It will take in excess of 11 years to discharge a £2,000 debt and in normal circumstances that is excessive however each case must be decided on its individual merits and the decision recorded.
- 7 Is an Attachment of Earnings viable? Each case must be decided on its individual merits and the decision recorded.
- 8 Is the debtor over 70 years or is the debtor infirm? Consider the impact of Insolvency and if action is to be continued record the basis of your decision.
- 9 Are there children resident belonging to the customer? Consider the impact of Insolvency and if action is to be continued record the basis of your decision.
- 10 Send a memo to Department of Adult Social Services to see if they have the customer in their care. If yes then seek further details and reconsider Insolvency as the way forward.
- 11 If there has been no contact with the customer within the previous 6 months send a District Representative to the last known address in an attempt to

establish contact.

12 The case must be reviewed under the Equalities Act 2006 and 2010 especially but not exclusively Section 15, 19 and 20 of the 2010 act when looking to utilise Insolvency to collect.

If after all the above has been completed and the decision of the Assistant Revenues Manager or the Court Officer is that Insolvency is the way forward a Pre-Bankruptcy letter is issued indicating the Council's intention to take Bankruptcy proceedings.

Letter is sent and offers Fair Debt if the debtor has not been informed of the Fair Debt scheme before and if applicable a form to claim Council Tax Benefit. If no response in 21 days later a reminder is issued.

A letter is issued in all cases to confirm the intention to seek Bankruptcy and indicates the costs incurred can reach up to £30,000.

If after 14 days there has been no contact and the debt remains outstanding then finally review items 1 to 11 above, checking for contact or payment and decide whether to proceed.

If yes, then the account is passed to Insolvency Practitioners (I.P.) to serve a Statutory Demand for Bankruptcy. The intention letter from the I.P. confirms the facts and supplies the contact details of four Independent Advice Associations including Citizen's Advice and the National Debtline.

If there is a failure to respond within 7 days then the details are referred back to the Council and a letter is sent reinforcing the action to be taken and giving a final 21 days to settle without incurring either any additional costs or the service of a Petition for Bankruptcy.

Before instructing the I.P. to serve the Statutory Demand and to petition for Bankruptcy the Council will check the following before proceeding

- 1 Any Contacts made?
- 2 Any payments made?
- 3 Any Payment proposals made?
- 4 The Pre petition letter was sent?

The Council will then instruct the I.P. to petition for Bankruptcy at the customer's local County Court. The hearing is normally heard in 8 to 12 weeks. At any time prior to the hearing the Council can agree to adjourn for settlement, normally for no longer than three months the customer can also agree to a voluntary charge on the property.

The I.P. must agree to seek officer permission for each advance in the process. An audit trail is required to be kept by the I.P.

LIQUIDATION

Liquidation applies to companies and the majority are concerned with Business Rates. The process is identical to Bankruptcies but differs in one area of consideration that the affect on the employees must be taken into consideration when Petitioning for Liquidation and consultation should take place internally with the Strategic Development Section, Invest Wirral team.

CHARGING ORDERS

This allows a charge to be placed upon a property and that property may not be disposed of without the charge plus interest being discharged.

Process Map

- 1 The combined debt must be in excess of £1,000.
- 2 Has the customer been offered Fair Debt previously? (The answer will be yes to all cases prior to October 2007.) If no the process must stop and Fair Debt offered.
- 3 Is deduction from Income Support/Job Seekers allowance /Pension Credits viable? The current deduction 2011 is £3.40 per week, upgraded annually. It will take in excess of 5 years to discharge a £1,000 debt. Each case must be decided on its individual merits and the decision recorded.
- 4 Is an Attachment of Earnings viable? Each case must be decided on its individual merits and the decision recorded.
- 5 Is the debtor over 70 years or is the debtor infirm? Consider the impact of Charging Order and if action is to be continued record the basis of the decision.
- 6 Are there children resident belonging to the customer? Consider the impact of the Charging Order and if action is to be continued record the basis of the decision.
- 7 Check the owner details on the Land Registry, the owner and debtor must be the same person. The property subject to the charge may not necessarily be the property the debtor occupied whilst incurring the debt.

- 8 The case must be reviewed under the Equalities Act 2006 and 2010 especially but not exclusively Section 15, 19 and 20 of the 2010 act when looking to utilise Insolvency to collect.
- 9 Are there other charges held against the property?
- 10 Are there other debts owed to the Council that could join this process? Note these can only be included if the relevant orders are obtained.
- 11 Is it economically viable to seek to place another charge on the property, especially if the property is likely to be in negative equity or there are other charges?
- 12 Is it likely that the Council will look to force the sale of the property?
- 13 Is the debt increasing year by year?
- 14 If there has been no contact with the customer within the previous 6 months send a District Representative to the last known address in an attempt to establish contact

If after all the above has been completed and the decision of the Assistant Revenues Manager or the Court Officer is that a Charging Order is the way forward a Charging Order notification letter is issued indicating the Council's intention to apply for a Charging Order. The letter gives another 21 days to make payment or contact. If neither happens within 21 days the case is passed to the I.P.

The I.P. applies to the County Court for a Charging Order to be placed upon any beneficial interest held by the debtor in the relevant dwelling and for reasonable costs in obtaining the same.

There are two hearings; Interim Order normally to prevent disposal of a property and Final Order this order means the Council will be paid from the proceeds of the sale of the property, the charge will be shown on the Land Registry records. The customer may attend and make representations.

If the charging order is granted the Council then has the right to apply to the court for a hearing for an order for sale.

Last reviewed October 2011

Next review October 2012.

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT	CAPITAL PROGRAMME AND FINANCING 2012-15
WARD/S AFFECTED	ALL
REPORT OF	DIRECTOR OF FINANCE
RESPONSIBLE PORTFOLIO HOLDER	COUNCILLOR STEVE FOULKES
KEY DECISION	YES

1.0 EXECUTIVE SUMMARY

- 1.1 This report provides Cabinet with a draft Capital Programme for 2012/15 for consideration and referral to Council for approval. It also includes the related capital financing requirements based upon the prudential indicators that inform the Treasury Management Strategy.

2.0 RECOMMENDATIONS

- 2.1 That the new submissions as detailed in section 9.7, and the variations in section 9.10, be approved and the Capital Programme be referred to Council for approval.
- 2.2 That, if the changes are approved, the capital financing requirements be reflected in the projected budget.
- 2.3 That the Prudential Indicators be noted and reported to Cabinet as part of the Treasury Management Strategy on 20 February 2012.
- 2.4 That reports on the progress of the programme be presented in accordance with the agreed monitoring arrangements of the Corporate Plan.

3.0 REASONS FOR RECOMMENDATIONS

- 3.1 The purpose of the Capital Programme is to enable the Council to prioritise and effectively deliver capital investment that contributes to the achievement of Council objectives.
- 3.2 Links to the revenue budget ensure that revenue funding is provided to meet the financing costs, and any running costs, as a result of the capital programme investment.
- 3.3 The Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code requires local authorities to determine Prudential Indicators on an annual basis. Prudential Indicators must be calculated in accordance with the Prudential Code.

- 3.4 The monitoring arrangements set out in the 'Delivering the Corporate Plan' report approved by Cabinet on 14 April 2011 ensure that a structure is in place to manage performance and deliver the Corporate Plan.

4.0 BACKGROUND AND KEY ISSUES

CAPITAL STRATEGY

- 4.1 Achieving Council objectives requires capital investment. The Capital Strategy sets a framework that enables the Council to work with partners and stakeholders to prioritise and effectively deliver capital investment that contributes to the achievement of Council objectives.
- 4.2 The Capital Strategy draws together the capital requirements emerging from the Investment Strategy and service strategies to prioritise the capital needs of services and to maximise opportunities for joined-up investment with local partners. Bids for inclusion in the capital programme are prioritised against criteria taking account of the priorities identified in the Corporate Plan.
- 4.3 The Capital Strategy was reviewed to reflect the Corporate Plan and was agreed by Cabinet on 13 October 2011. It considers issues at a strategic level and is used to determine the Capital Programme.
- 4.4 To increase understanding of the Capital Strategy and Programme the procedures and key guidance have been consolidated into one document; the Capital Investment Programme guidance document. This covers:-
- a) Identification and prioritisation of schemes for inclusion in the programme.
 - b) Approval process and implementation of the approved projects.
 - c) Monitoring and reporting of the approved programme.
 - d) Key documents are incorporated as appendices including the Contract Procedure Rules.

CAPITAL PROGRAMME

- 4.5 The Capital Programme is a list of investment schemes to be undertaken over the medium term which help the Council achieve its objectives. It is aligned to Council plans and strategies, including the Medium Term Financial Strategy and the Corporate Plan. It is reviewed, updated and considered by Council each December and informs the annual budget setting process.
- 4.6 Capital expenditure is defined under the Financial Reporting Standard (FRS) 15 as expenditure incurred on the creation, purchase or enhancement of a tangible asset required over the long term to carry out the activities of an organisation. Expenditure which purely maintains the useful life or open market value of an asset should be charged to revenue. The Local Government Act 2003 amended the definition to allow expenditure on computer software and on the making of loans or grants for capital expenditure by another body to be treated as the capital expenditure of a local authority.

- 4.7 Local Authorities can also apply to the Secretary of State for a determination to re-classify revenue spend as capital spend based upon a Capitalisation Direction. Wirral received determinations in 2010/11, of £3.4 million, and 2011/12, of £4 million, to treat as capital spend the statutory redundancy payment element of the Early Voluntary Retirement / Voluntary Severance Scheme costs.
- 4.8 In preparing the programme for 2012/15 the process has followed that set out in the Capital Strategy agreed by the Cabinet on 13 October 2011. All submissions for inclusion in the Capital Programme required the completion of a Business Case. This details how the proposed project meets Council objectives, how it will be managed, including resource implications and the outcomes expected. Schemes are then assessed against the prioritisation criteria to inform the recommendations for inclusion in the programme. The criteria were approved by Cabinet on 13 October 2011 and are included at Appendix A whilst Appendix B details the currently approved capital programme and Appendix C outlines the submissions received and those recommended for inclusion in the programme.

CAPITAL FINANCING

- 4.9 Over recent years the capital funding available to Local Authorities has reduced significantly. The Government no longer offers new supported borrowing allocations and major grant funding streams have been significantly reduced, including the Housing Market Renewal and Transport programmes. Other, previously specific, grant funding streams are no longer ring-fenced in a move which has seen Authorities obtain greater autonomy over the funding of capital projects but at a much reduced level.
- 4.10 Local Authorities continue to have the ability to augment capital funding under the Prudential Code whereby additional expenditure on capital investment can be incurred as long as the plans are affordable, prudent and sustainable. This is measured by a series of indicators integral to the Treasury Management Policy of which the key is the revenue cost.

Borrowing

- 4.11 The Prudential Capital Finance system allows local authorities to self-finance borrowing for capital expenditure without Government consent. This facilitates the use of borrowing for capital projects, provided it is affordable. Local Authorities must manage their debt responsibly and decisions about debt repayment should be made through the consideration of prudent treasury management practice.
- 4.12 As a guide, borrowing incurs a revenue cost of approximately 10% of the loan each year, comprising interest charges and the repayment of the debt (known as the Minimum Revenue Provision or MRP). The Council needs to be satisfied that it can afford this annual revenue cost.

- 4.13 The Government has given Local Authorities greater freedom in the way they provide for their debts. Local Authorities have to earmark revenues each year as provision for repaying debts incurred on capital projects. When the MRP regime changed on 31 March 2008 it became a duty on each local authority to make provision for debt which the local authority considers prudent.
- 4.14 The Council has determined that the most prudent method of earmarking revenues to repay unsupported borrowing is by matching the debt repaid each year to the life of the asset which the borrowing helped to finance. As an example, if the Council borrowed £5 million to build a new asset with a life of 20 years then revenue costs would be £0.25 million each year for 20 years plus the interest cost of the borrowing.

Government Grants

- 4.15 These are specific to schemes and are therefore allocated in accordance with the terms of the grant approval, primarily in the areas of education and regeneration. As outlined above the numbers and amounts of such capital grants received has reduced significantly.
- 4.16 The Government reviewed grant arrangements as part of the Spending Review 2010. Since then there has been significantly less ring-fencing of capital grants which has increased freedoms and flexibilities over use but overall the level of grants available has reduced.

Revenue / Other Contributions

- 4.17 The Prudential Code allows for the use of additional revenue resources within agreed parameters. However, the requirements of Financial Reporting Standard 15 have lead to schemes and funding previously included within the capital programme having to be transferred to revenue.
- 4.18 Contributions are received from other organisations to support the delivery of schemes with the main area being within the education programme with contributions made by individual schools.

Capital Receipts

- 4.19 Capital receipts are estimated and are based upon the likely sales of assets as identified under the Asset Management Plan. These include development sites, former school sites and the agreement with Wirral Partnership Homes for the sharing of receipts from sales of former Council houses.
- 4.20 The use of receipts has been estimated at £3 million per year. This reflects the likely timing of such receipts and the latest projections of sites either available or which could become available over the period.

MONITORING

- 4.21 Cabinet on 14 April 2011 agreed the arrangements for the monitoring of the Corporate Plan in order to provide decision makers with intelligence on how well the Council is performing, together with associated resource implications and future risks and challenges.
- 4.22 At the end of each quarter the report and presentation to Cabinet include an update on the Capital Programme for which a more detailed report, plus the departmental reports of Chief Officers, is placed in the Library. The departmental reports provide greater detail on the progress of specific schemes with references to the approved programme, agreed variations, the latest forecasts concerning spend and the resourcing of schemes.

5.0 RELEVANT RISKS

- 5.1 All relevant risks have been discussed within Section 4 of this report.

6.0 OTHER OPTIONS CONSIDERED

- 6.1 Each Business Case includes an assessment of the alternative options with the conclusion that a submission for inclusion in the capital programme is the preferred option.

7.0 CONSULTATION

- 7.1 There has been no specific consultation with regards to this report. In terms of the delivery of schemes consultation will take place as part of the scheme development and implementation.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 8.1 There are none arising directly out of this report.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

CAPITAL PROGRAMME COMMITMENTS

- 9.1. The Programme detailed in Appendix B is that currently approved which incorporates all the committed schemes and indicates the resources required to fund existing, and planned, schemes.
- 9.2 The Capital Programme 2011/14 and Capital Financing Requirements 2011/12 were agreed by Cabinet on 9 December 2010 and approved by Council on 13 December 2010. This was updated in a report to Cabinet on 21 February 2011 that was approved by Council on 1 March 2011.

- 9.3 On 17 March 2011 the Local Transport Capital Funding and the Integrated Transport Block (ITB) Programme 2011/12 were approved by Cabinet and a small increase in the grant allocation confirmed. The same meeting also approved the Education Capital Programme for 2011/12.
- 9.4 On 23 June 2011 the Capital Out-turn and Determinations report was submitted as part of the year-end accounts for the 2010/11 financial year and detailed the slippage into the 2011/12 financial year.
- 9.5 On 13 October 2011 the Housing Market Renewal Initiative (HMRI) was updated and approved by Cabinet. Also approved was a variation to the programme of £4 million to use a direction issued by the Government for the Capitalisation of the Statutory Redundancy costs element of the Early Voluntary Retirement / Voluntary Severance scheme.
- 9.6 In summary the changes to the Capital Programme since it was originally approved have increased the 2011/12 approved programme from £49 million to £78 million. The main cause has been slippage from 2010/11, which included the re-profiling of Education schemes with the consequential slippage of spend and grant funding. This will inevitably lead to further slippage in schemes and funding into 2012/13 which will be included within the Capital Out-turn 2011/12 report to Cabinet in June 2012.

CAPITAL PROGRAMME SUBMISSIONS

- 9.7 Appendix C details the schemes submitted for inclusion in the capital programme. Following the evaluation of the business case submissions in accordance with the prioritisation criteria the recommended schemes are:-

NEW SUBMISSIONS FOR APPROVAL	2012/13	2013/14	2014/15
	£000	£000	£000
Transformation of Day Services - funded from capital grant	1,250	-	-
Integrated IT within Adult Services - funded from capital grant	1,500	-	-
Wirral Youth Zone - scheme development will depend on securing external funding of £2 million	200	2,400	2,400
Housing Market Renewal residual clearance programme - funded from capital grant	970	970	970
Housing Renewal Programme support initiatives	Approved Dec 2010	850	850
Disabled adaptations	Approved Dec 2010	500	500
Floral Pavilion Theatre - Invest-To-Save scheme	250	-	-

- 9.8 The first two submissions relate to Adult Social Services are grant funded, and linked to the changing requirements of adult social care. The Wirral Youth Zone is for a state of the art facility to provide young people with a modern, safe purposeful alternative. The Housing Market Renewal schemes are funding the completion of the unfinished HMRI schemes following the loss of Housing Market Renewal Grant funding. This clearance programme will be met from Transitional Capital Grant funding. The support initiatives and disabled adaptations were approved in December 2010 and included for completeness. The Floral Pavilion scheme will result in additional income to offset the capital financing costs.
- 9.9 Cabinet is advised that the future delivery of the Parks Service could require capital investment and the Director of Technical Services is in the process of developing and implementing a service delivery plan which will require additional investment in the service. At this time the options include the potential hire / lease of equipment which would not feature in the Capital Programme. Once the requirements have been fully assessed this may result in a submission of a scheme for inclusion in the capital programme for 2012/14.

POTENTIAL VARIATIONS

- 9.10 The opportunity has been taken to update the planned programme in respect of IT and the investment in buildings to reflect the planned activity. The West Kirby and Wirral Country Park initiatives have been previously approved subject to the receipt of grant funding. Whilst grant funding continues to be pursued this has not yet been forthcoming and so the schemes have been deferred.

POTENTIAL VARIATIONS	2011/12	2012/13	2013/14
	£000	£000	£000
Destination West Kirby - defer £1.25 million scheme as reliant on £0.75 million grant	0	0	1,250
Wirral Country Park - defer £2.9 million scheme as reliant on £1.5m grant. £1.3 million to 2014/15	0	0	1,600
Power Solutions Strategic Investment - defer pending further discussions	0	0	5,000
Information Technology - 2011/12 programme will carry into 2012/13 so future allocations slip	3,500	0	2,000
Wallasey Town Hall - funding provided for in 2011/12 and planned funding for 2012/13 slips	0	300	1,325
North and South Annexes - funding provided in 2011/12	165	1,200	300
Cultural Services Assets - funding provided in 2012/13 slips	2,500	1,500	4,000

9.11 The impact of the changes is to reduce the borrowing requirements for 2011/12 and 2012/13 by a net £8 million which will be subject to further review before being required for 2013/14 onwards.

PRUDENTIAL INDICATORS

9.12 In considering the programme for 2012/15 Cabinet is advised that:-

- a. The existing commitments require additional borrowing of around £13 million for 2011/12 with the additional requirements reducing in subsequent years.
- b. To accommodate the additional items detailed in Section 9.7 would increase the level of borrowing by £0.5 million in 2012/13, and potentially by £4.7 million in 2013/14 and 2014/15.
- c. If the variations to the programme detailed in Section 9.10 are accepted then there is a reduction in the level of borrowing required for 2012/13 of around £8 million and for 2013/14 an increase of around £8 million.
- d. The borrowing requirements for future years will be confirmed as part of the Treasury Management Strategy report to Cabinet on 20 February 2012. Assuming the changes are approved the requirements are:-

Year	Increase in borrowing	Revenue costs (cumulative)
2012/13	£5 million	Increase of £0.5 million
2013/14	£14 million	Increase of £1.4 million

At this stage the projections for 2013/15 are subject to considerable variation as this will follow the Local Government Resource Review findings and implementation. The Capital Programme presently includes on-going commitments.

- e. In terms of key Prudential Indicators the ratio of financing costs to the net revenue stream will continue to increase as the capital programme increases whilst the revenue stream reduces. Based upon the latest projections it remains around 8%.
- f. If the decision is taken to spend in excess of the level of identified resources then this would require increased use of borrowing which incurs annual revenue costs at the rate of £100,000 per £1 million of capital expenditure. In considering the impact upon Council Tax levels each 1% rise in Council Tax equates to £1.3 million of increased expenditure.

10.0 LEGAL IMPLICATIONS

10.1 There are none arising directly from this report as they will be identified as each scheme is progressed.

11.0 EQUALITIES IMPLICATIONS

11.1 There are none arising directly from this report as they will be identified as each scheme is progressed.

11.2 Equality Impact Assessment (EIA) is not required.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are none arising directly from this report as they will be identified as each scheme is progressed.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are none arising directly from this report as they will be identified as each scheme is progressed.

FNCE/280/11

REPORT AUTHOR: **Mark Goulding**
Group Accountant – Treasury Management
telephone: (0151) 666 3415
email: markgoulding@wirral.gov.uk

APPENDICES

Appendix A – Capital Investment Programme Prioritisation Evaluation Criteria.

Appendix B – Approved Capital Programme 2011/15.

Appendix C – Capital Programme Submissions for Approval.

REFERENCE MATERIAL

Prudential Code for Capital Finance in Local Authorities (Fully Revised Second Edition), CIPFA 2009.

SUBJECT HISTORY

Council Meeting	Date
Cabinet - Capital Programme and Financing 2011/15	9 December 2010
Cabinet - Capital Programme and Financing 2011/13	21 February 2011
Cabinet - Capital Out-turn and Determinations 2010/11	23 June 2011
Cabinet - Capital Strategy	13 October 2011

CAPITAL INVESTMENT PROGRAMME

PRIORITISATION EVALUATION CRITERIA AND WEIGHTINGS

	PRIORITISATION CRITERIA	%	CORPORATE OBJECTIVE
1	Will the scheme create employment opportunities or assist in attracting private sector investment?	15	To create more jobs, achieve a prosperous economy and regenerate Wirral.
2	Will the scheme have environmental or streetscene benefits or impact on crime or health and safety?	15	To create a clean, pleasant, safe and sustainable environment.
3	Will the scheme cater for vulnerable people or address health inequality or contribute towards healthy lifestyle?	15	To improve health and well-being for all, ensuring people who require support are full participants in mainstream society.
4	Will the scheme have any educational attainment or learning opportunities or training benefits?	15	To raise the aspirations of young people.
5	Will it impact on revenue or attract significant external funding and build upon partnership working?	15	To create an excellent Council.
6	Will the scheme support the outcomes from the Council's consultation?	15	To deliver the corporate objectives and reflect the views of the people of Wirral.
7	Will the scheme contribute towards the achievement of the Strategic Change Programme?	10	To deliver the corporate objectives and ensure it is linked to the main programme.

NOTES

- 1 Schemes, as per the Business Cases are scored against the criteria on the basis of not meeting to fully meeting the objectives on a 0-2 scoring. (0 - not meeting the criteria; 1 - partly meets criteria; 2 - meets all criteria).
- 2 The % shown is the weighting that applies to each of the criteria. Schemes scoring in excess of 50% will be recommended for inclusion in the Capital Programme.

WIRRAL COUNCIL

CAPITAL PROGRAMME 2012/15

(EXCLUDES THE SCHEMES IN APPENDIX C)

SUMMARY

	2011/12	2012/13	2013/14	2014/15
	£000	£000	£000	£000
Expenditure				
Adult Social Services	2,943	0	0	0
Children & Young People	32,579	12,803	0	0
Finance	6,671	1,000	1,000	0
Law, HR & Asset Management	9,309	4,795	3,700	0
Regeneration, Housing and Planning	15,077	11,009	4,509	800
Technical Services	11,564	5,305	5,305	5,305
Total Expenditure	78,143	34,912	14,514	6,105
Resources				
General Resources	36,087	16,080	7,635	1,855
General Resources	36,087	16,080	7,635	1,855
Grants - Education	22,862	11,703	0	0
Grants - Housing	1,609	0	0	0
Grants - Integrated Transport	1,155	1,155	1,155	1,155
Grants - Local Transport Plan	3,095	3,095	3,095	3,095
Grants - Other	10,941	2,579	2,329	0
Revenue Contributions	2,394	300	300	0
Specific Resources	42,056	18,832	6,879	4,250
Total Identified Resources	78,143	34,912	14,514	6,105

General ResourcesBorrowing

Supported Capital Expenditure	3,481	0	0	0
Unsupported Capital Expenditure	29,606	13,080	4,635	0
<u>Capital Receipts</u>	3,000	3,000	3,000	1,855
Total General Resources	36,087	16,080	7,635	1,855

ADULT SOCIAL SERVICES	2011/12	2012/13	2013/14	2014/15
	£000	£000	£000	£000
Expenditure				
Mental Health Single Capital Pot	521	0	0	0
Social Care Single Capital Pot	359	0	0	0
Development of Ward 41 Team	80	0	0	0
Information Management	53	0	0	0
Extra Care Housing	732	0	0	0
Social Care Capital Reform	257	0	0	0
PSS Capital	941	0	0	0
Total Expenditure	2,943	0	0	0
Resources				
Grant Other	2,943	0	0	0
Total Identified Resources	2,943	0	0	0

CHILDREN & YOUNG PEOPLE	2011/12	2012/13	2013/14	2014/15
	£000	£000	£000	£000
Expenditure				
Children's Centres	413	0	0	0
City Learning Centres	254	0	0	0
Early Years Quality & Access	86	0	0	0
Aiming Higher Disabled Children	375	0	0	0
Condition / Modernisation	8,472	0	0	0
Family Support Scheme	194	100	0	0
Rosclare Children's Hospital	448	0	0	0
Formula Capital	4,832	0	0	0
Extended Schools	48	0	0	0
Schools - Access Initiative	549	0	0	0
Schools - Harness Technology	665	0	0	0
Woodchurch School Pathfinder	1,109	0	0	0
Birkenhead High Girls Academy	5,643	2,117	0	0
Private Finance Initiative	425	0	0	0
Primary Reorganisation - Surplus	88	0	0	0
Primary Schools Programme			0	0
- Park Primary School	490	0	0	0
- Pensby Primary School	3,525	8,850	0	0
- Other	48	396	0	0
School Meals Uptake	348	0	0	0
Practical Cooking Spaces	93	0	0	0
Co-Location Fund	551	0	0	0
Youth Capital Fund	76	0	0	0
SEN and Disabilities	100	1,340	0	0

CHILDREN & YOUNG PEOPLE	2011/12	2012/13	2013/14	2014/15
	£000	£000	£000	£000
Expenditure				
Cathcart Street	1,826	0	0	0
University Academy of Birkenhead	921	0	0	0
Statutory redundancy costs	1,000	0	0	0
Total Expenditure	32,579	12,803	0	0
Resources				
General Capital Resources	5,146	1,100	0	0
Supported Borrowing	3,481	0	0	0
Grant – Education	22,862	11,703	0	0
Revenue, reserve, contributions	1,090	0	0	0
Total Identified Resources	32,579	12,803	0	0
FINANCE	2011/12	2012/13	2013/14	2014/15
	£000	£000	£000	£000
Expenditure				
Accommodation – IT	3,506	1,000	1,000	0
Invoice Automation	165	0	0	0
Statutory redundancy costs	3,000	0	0	0
Total Expenditure	6,671	1,000	1,000	0
Resources				
General Capital Resources	6,671	1,000	1,000	0
Total Identified Resources	6,671	1,000	1,000	0
LAW/HR/ASSET MGT	2011/12	2012/13	2013/14	2014/15
	£000	£000	£000	£000
Expenditure				
Microregeneration	100	0	0	0
Landican Mercury Abatement	1,203	0	0	0
Europa Pool – Improved heating	199	0	0	0
Cultural Services Assets	2,500	2,500	3,000	0
Williamson Art Gallery	1,114	0	0	0
The Priory	738	0	0	0
CCTV/IT Project	530	0	0	0
Bebington Library	1,300	0	0	0
Rock Ferry Centre	630	0	0	0
Wallasey Town Hall	830	795	0	0
North and South Annexes	165	1,500	700	0
Total Expenditure	9,309	4,795	3,700	0

LAW/HR/ASSET MGT	2011/12	2012/13	2013/14	2014/15
	£000	£000	£000	£000
Resources				
General Capital Resources	9,249	4,795	3,700	0
Grant – Other	60	0	0	0
Total Identified Resources	9,309	4,795	3,700	0

REGENERATION, HOUSING & PLANNING	2011/12	2012/13	2013/14	2014/15
	£000	£000	£000	£000
Expenditure				
Think Big Investment Fund	609	300	300	300
West Wirral Schemes	206	0	0	0
Destination West Kirby	1,100	150	0	0
Wirral Country Park	0	1,600	1,300	0
Mersey Heartlands Growth Point	954	0	0	0
Improvements to Stock	5,177	800	0	0
Disabled Facilities - Adaptations	3,896	2,929	2,429	500
Quarry Bank Affordable Housing	345	0	0	0
Wirral Healthy Homes	105	105	105	0
Cosy Homes Heating	250	250	250	0
Empty Property Interventions	125	125	125	0
Power Solutions to Wirral				
Strategic Investment Areas	250	4,750	0	0
Challenge Fund	2,060	0	0	0
Total Expenditure	15,077	11,009	4,509	800
Resources				
General Capital Resources	5,835	8,130	1,880	800
Grants - Regional Housing Pot	1,609	0	0	0
Grants – Other	6,329	2,579	2,329	0
Revenue, reserve contributions	1,304	300	300	0
Total Identified Resources	15,077	11,009	4,509	800

TECHNICAL SERVICES	2011/12	2012/13	2013/14	2014/15
	£000	£000	£000	£000
Expenditure				
Congestion	402	0	0	0
Road Safety	727	0	0	0
Maintenance	6,304	3,095	3,095	3,095
Air Quality	666	0	0	0
Accessibility	65	0	0	0
Transportation	270	0	0	0
Integrated Transport Block	0	1,155	1,155	1,155
Capitalised Highways				
Maintenance	1,000	1,000	1,000	1,000
Highways Structural	1,000	0	0	0
Energy Schemes	153	0	0	0
Asset Management	85	0	0	0
Waste Initiatives	206	0	0	0
Coast Protection	312	55	55	55
Hoylake Golf Course	76	0	0	0
Landican - Cemetery	84	0	0	0
Oval Sports Centre –				
Improvements to artificial pitches	10	0	0	0
Guinea Gap	107	0	0	0
Birkenhead Park	97	0	0	0
Total Expenditure	11,564	5,305	5,305	5,305
Resources				
General Capital Resources	5,705	1,055	1,055	1,055
Grants – Integrated Transport	1,155	1,155	1,155	1,155
Grants - Local Transport Plan	3,095	3,095	3,095	3,095
Grant – Other	1,609	0	0	0
Total Identified Resources	11,564	5,305	5,305	5,305

APPENDIX C

CAPITAL PROGRAMME 2012/15

RANKING OF CAPITAL BUSINESS CASE SUBMISSIONS

SCHEMES RECOMMENDED FOR INCLUSION FOLLOWING EVALUATION

Project title and description	Comments
Wirral Youth Zone - To build an iconic, modern state of the art centre for young people in the heart of Birkenhead. Giving young people a modern, safe and purposeful alternative.	£5.5 million scheme funded by £2.5 million of grants and £3 million of Council funding. In 2012/13 £200k is required for feasibility studies. Works carried out in 2013/14 and 2014/15. The Council will potentially have to fund £400k of revenue costs.
Transformation of Day Service - To pilot a new approach to daytime provision for people with disabilities. Review of building based services and reconfigure services to meet personalised needs.	100% grant funded.
HMRI residual clearance programme - Funding is required to complete schemes left unfinished following the demise of the HMRI.	100% grant funded. – following announcement of the Transitional Capital Grant Funding.
Integrated IT solution - DASS is seeking an integrated IT solution to meet the changing requirements of adult social care.	100% grant funded.
Maintenance of adaptations programme - Additional investment into adaptations/ disabled facilities grant.	As part of the 2010 Capital Programme approval a contribution of £500k was agreed for 2012/13. This is endorsed with the proposal to consider funding a further £500k in 2013/14 and £500k in 2014/15.
Integrated hydraulic stage extension (thrust) and orchestra pit system - To provide enhancements to the stage and orchestra pit to maximise income opportunities.	Invest to save scheme. £25k will be added to the Floral Pavilion income target to fund the borrowing requirement.
Housing Renewal Programme - To provide a range of financial and other assistance to help low income and vulnerable homeowners undertake essential urgent repairs and relocate from areas to be demolished.	As part of the 2010 Capital Programme approval a contribution of £800k was agreed for 2012/13. This is endorsed with the proposal to consider funding a further £850k in 2013/14 and £850k in 2014/15.

SCHEMES NOT RECOMMENDED FOR INCLUSION (BELOW THE CRITERIA)

Project title and description	Comments
Replacement of life expired street lighting stock - Renew 3,000 street lights over 3 years and the introduction of a central management system.	Requested, £950k per annum for the three years. LTP funding £1 million of Capitalised Highways Maintenance included within the 2012/13 Capital Programme.

Preventative maintenance to classified roads based on condition improvement and casualty reduction - Enhance existing assets and extend their residual life by up to 20 years.	Requested, £500k in 2012/13; £500k in 2013/14 and £291k in 2014/15. LTP funding £1 million of Capitalised Highways Maintenance included within the 2012/13 Capital Programme.
Preventative maintenance to unclassified and residential streets - Enhance existing assets and extend their residual life by up to 20 years.	Requested, £500k in 2012/13 and £500k in 2013/14. LTP funding £1 million of Capitalised Highways Maintenance included within the 2012/13 Capital Programme.
Road safety improvements and local transport schemes - Enhance existing highway assets to improve road safety and reduce likelihood of road casualties at specific locations.	Requested, £650k in 2012/13. LTP funding £1million of Capitalised Highways Maintenance included within the 2012/13 Capital Programme.
Phase 4 of the Triangles Group Repair Scheme - External renovation of houses and retail units in North Birkenhead. The final 4th phase focuses on the south side of Laird Street.	Requested, £910k in 2012/13.
Demolition of existing salt barn and erection of new road salt storage facility - To construct a new facility.	Requested, £468k in 2012/13. Further investigations have discovered that PPM work of less than £50k could prolong the use of the existing structure.
Somerville Primary School - Replace mobile classrooms, extend main school building to provide 3 new classrooms and accommodation for the pre-school playgroup.	Requested, £500k in 2012/13; £500k in 2013/14.
Joseph Paxton Campus alterations – To utilise space previously occupied by the Instrumental Music Service and provide permanent accommodation for Area Team.	Requested, £100k in 2012/13.
Wallasey School Feasibility Study - To identify an alternative use for surplus accommodation within the school.	Requested, £50k in 2012/13. Feasibility study not eligible as capital spend.

THE FOLLOWING SCHEMES HAD PREVIOUSLY BEEN FUNDED / APPROVED

Project title and description	Comments
Birkenhead Town Centre Transport Strategy - To develop a framework to make best use of the public highway.	Requested, £55k in 2012/13. £100k was approved and used in 2010/11 for the development of a Wirral Traffic Model.
Cosy Homes Heating - To provide grants to vulnerable private sector households in, or at risk of, fuel poverty.	Whilst scheme submitted it had previously been agreed as part of the 2010 Capital Programme with annual contributions approved for 3 years. This approval confirmed for the full period with no additional funds required. £250k for three years.

<p>Empty Property Interventions - To assist in the refurbishment and return to occupation of 165 long term vacant properties throughout Wirral.</p>	<p>Whilst scheme submitted it had previously been agreed as part of the 2010 Capital Programme with annual contributions approved for 3 years. This approval confirmed for the full period with no additional funds required. £125k for three years.</p>
<p>Wirral Healthy Homes - Loan schemes aimed at improving health & wellbeing of residents in Wirral by focusing on removing hazards in the home.</p>	<p>Whilst scheme submitted it had previously been agreed as part of the 2010 Capital Programme with annual contributions approved for 3 years. This approval confirmed for the full period with no additional funds required. £105k for three years.</p>

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	LIBRARIES STRATEGY
WARD/S AFFECTED	ALL
REPORT OF:	DIRECTOR OF FINANCE
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR CHRIS MEADEN
KEY DECISION:	YES

1.0 EXECUTIVE SUMMARY

1.1 This report sets out a strategy for libraries in Wirral, "Wirral Libraries, A New Chapter". Libraries are a key community asset and the strategy sets out the key challenges, how the service will address them and reflects the views of the then Museums Libraries and Archives Council (now the Arts Council).

2.0 RECOMMENDATION

2.1 That Members agree the Libraries Strategy for Wirral.

3.0 REASONS FOR RECOMMENDATION

3.1 The strategy has been formulated to provide a base for the many changes and challenges the Library service is facing both locally and nationally. This document which will be subject to regular review will allow people to better understand the work and vision of the Library service on Wirral.

3.2. Given the Libraries integration with the One Stop Shops this strategy has been developed taking account of the Customer Access Strategy which was approved by Cabinet on 13 October 2011.

4.0 BACKGROUND AND KEY ISSUES

4.1 The Library Service has been subject to a number of recent reviews in Wirral ranging from the 2009 Strategic Asset Review, the investment approved in 2010 with the consequential linking to One Stop Shops, and latterly the study undertaken in April 2011 by the Museums Libraries and Archives Council (MLA) which has subsequently been subsumed into the Arts Council.

- 4.2 Libraries have received investment in a number of areas in Wirral such as the introduction of an e-books service, the installation of wi-fi in all sites, customer information screens, a relaunched website and the linkage to One Stop Shops. One joined up service facility is already open at Heswall while another at Eastham is due to open. Capital approvals have also been made to undertake substantial work at Bebington and Rock Ferry and plans are being formulated for work at these sites.
- 4.3. The Library service plays a key role in supporting a number of key objectives outlined in the Corporate Plan. This is seen in the Libraries work with children, and adults, and the key neighbourhood role the facilities offer which can support a wide range of sectors and develop neighbourhood involvement.
- 4.4 The strategy reflects the strengths the Library service already has in the buildings being community assets. It also addresses vision for the service and how to ensure it is modern, accessible and responsive to user needs.
- 4.5. It begins to address the functions to be delivered now and in the future and this will link to the skills required. The strategy reflects the areas used in the recent MLA review which discussed Libraries as a Place and as a Service. The strategy details how to deal with peoples needs and also reviews what can and should be provided.
- 4.6. The key themes that reflect place and service are
“A Wirral Library is a friendly accessible place that provides a safe, trusted and welcoming resource aimed at meeting the needs of the local community”
“The service’s focus is on providing information, knowledge and reading for self improvement and enjoyment”
All of the services provided are covered within this vision for Libraries in Wirral.

5.0 RELEVANT RISKS

- 5.1 If the Authority does not have a Strategy then it is likely that while day to day business can continue the medium to long term development will not occur in a planned and efficient way. This is especially so given the challenges facing libraries in technological and human resource terms as well as locally in the ongoing development of the community role and the linkage to One Stop Shops and Customer Services in general.

6.0 OTHER OPTIONS CONSIDERED

- 6.1 None

7.0 CONSULTATION

- 7.1 This was undertaken as part of the MLA review in April 2011 and there will be ongoing customer / service user consultations. A number of the Libraries already have Friends and Users groups which will continue to be a local focus for consultation.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 There are none arising directly from the approval of this strategy but these groups will form part of ongoing development and review of the strategy.

9.0 RESOURCE IMPLICATIONS; FINANCIAL, IT, STAFFING & ASSETS

9.1 **Financial** – The development of an increasingly efficient and responsive Library service and the linked development with One Stop Shops is being done within the financial constraints that the Council faces and offers potential savings in terms of buildings and staff by aligning these complementary services. Capital costs are reported on a scheme by scheme basis.

9.2 **IT** – The development of more self access routes to Library services requires IT development which is being accessed by users although as with all IT this will require regular review and updating given technological advances that are made.

9.3. **Staffing** – Migration to more self access alongside the linking of One Stop Shop and Libraries could lead to savings or a refocusing of staff resources.

9.4. **Assets** – Each Library development will assist Asset Management to maximise the effective use of facilities whilst not affecting service standards and offer an opportunity for savings with integrated flexible spaces that are modern and maximise usage.

10.0 LEGAL IMPLICATIONS

10.1 There are none arising directly from the approval of this strategy.

11.0 EQUALITY IMPLICATIONS

11.1 The Libraries Strategy seeks to offer access to quality local services for the benefit of all users. A commitment to equality and diversity is integral to delivering excellent services responsive to all users including those who may not be current users. The recognition that different users have different physical and service needs informs access and service plans.

11.2. Customer insight information will enable identification of customers who are vulnerable or hard to reach and working collaboratively will help to meet and support these groups in a cost effective manner.

11.3. An Equality Impact Assessment is required and one has been completed in November 2011.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are none arising directly from this report.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are none arising directly from this report.

FNCE/270/11

REPORT AUTHOR: **Malcolm Flanagan**
Head of Revenues Benefits & Customer Services
Telephone: (0151 666 3260)
email: malcolmflanagan@wirral.gov.uk

APPENDIX

Libraries Strategy – Wirral Libraries, A New Chapter.

SUBJECT HISTORY (last three years)

Council Meeting	Date
Cabinet	23 June 2011
Cabinet	9 December 2010

WIRRAL LIBRARIES – A NEW CHAPTER

WIRRAL LIBRARY SERVICE STRATEGY DOCUMENT 2012 – 2015

EXECUTIVE SUMMARY

This Strategy document details how the Wirral Council Library Service will face the many challenges it and all other Library Services face in respect of changes in technology, usage, and the overwhelming support Wirral Libraries enjoy from the public. Libraries in Wirral will provide both the traditional environment that so many want to continue to enjoy, and will develop a range of services within the stringent financial times that every area of public service now faces

This document will be periodically reviewed to ensure it remain relevant and focused on the challenges Libraries face to provide a high quality service.

1. INTRODUCTION

1.1 Background

1.1.1 A review was undertaken of the Library service on Wirral in 2008/09 and the decisions made were subject to a review requested by the then Secretary of State. Wirral is now investing in its Library network and linking them with the network of One Stop Shops while an outcome of that review was that a Library Strategy or Plan was required which would set out the way forward and provide the base upon which its future decisions would be made. This is that document.

1.1.2 The Government's Department for Culture, Media and Sport quotes a decline in the number of visits to library premises of around 25% over a 16 year period, and a steady decline in the loans of adults' books over the decade prior to 2008/9 by more than a third. This may be attributed to a number of reasons, the most significant of which are:

- Information and knowledge that was historically only available in library buildings is now increasingly available electronically via the web.
- Books – especially paperbacks - have become significantly cheaper to buy and more people are using the web to both download and buy books.
- Reference information provision is also in decline via hard copy although locally it is well used and popular but with a growing trend to utilise our on-line resources which also reflects the national picture.
- Loans to Children nationally continue to rise and locally the Summer Reading Challenge sees an annual rise in numbers involved.

1.1.3 However, whilst the traditional role of lending books and providing resources is in decline, and nationally visitor numbers and book issues are falling year on

year, in Wirral we have seen book issues increase and little significant change in visit levels. Public resistance to the planned library closures in 2009 showed that Wirral residents still highly value their library service. Wirral's Library Service plays a vital community role in each of its sites and this will continue to be the cornerstone of how the service moves forward, reflecting local requirements as well as the many technological advances that are now available.

1.1.4 Council Members have determined that there will be no library closures and have committed to the development of an integrated Library and One Stop Shop service, with generic staff delivering a library service and access to other council and partner services. In addition funding has been made available to modernise the service with the provision of wi-fi, e-books and customer information screens, supported by the development of linked One Stop Shops and Libraries alongside on off funding for a major publicity campaign (More than Books).

1.1.5 The current economic climate will inevitably impact on the resources available to the library service, however the integration of the library and one stop shop services presents an opportunity to be innovative in how we think about the services, and how we develop and deliver them.

1.2 **Customer Insight**

1.2.1 Research carried out nationally by the Shared Intelligence and IPSOS MORI (2010) on behalf of the Museum Libraries and Archive Council (MLA) – 'What do the public want from libraries?' presented an insight into what motivates people to use libraries. Their findings are based on a survey of 1,102 adults nationally and a series of focus groups. The key messages from this report are that the public see libraries' core purpose as being about reading, learning (particularly children's education) and finding information. The report highlighted that:

- Libraries are loved and trusted – but awareness of the library offer is low
- The public thinks that libraries are principally about books and reading
- Customer service and book stock are the most important elements of a good library service

1.2.2 When we compare our own customer insight with what the public is saying nationally about libraries, there are some common themes. A study undertaken by consultants Torkildsen Barclay 'Wirral Library Stakeholder Review – Engagement with Stakeholders' revealed that, whilst Wirral libraries are viewed by many as being the 'hub' of the Community, and are safe, known, trusted, respected and comfortable, they are also seen as 'dated' and not having not moved with the times.

1.2.3 It is clear that Wirral's library service needs to be developed sympathetically, retaining and building upon the elements that are valued, whilst ensuring that the service is modern, relevant and accessible to all, and responsive to resident needs.

1.3 Setting the Context: Wirral – the Place and People

1.3.1 Wirral comprises a mix of distinct and discreet communities, encompassing urban and rural, affluent and deprived. There is a growing ageing population and a high number of blue badge holders, indicating a high level of reduced mobility. Whilst, the total number of residents who consider themselves to be from ethnic minority groups is low, there is a small percentage of residents who do not speak English as a first language. The most common first languages spoken on Wirral other than English are Bengali and Polish.

1.3.2 Unemployment levels are high in many areas of the Wirral, and poverty is a very real issue to many households. Health indicators such as obesity and cigarette, drug and alcohol dependency are high in some areas, whilst the life expectancy differs by as much as 10 years between the most affluent and the most deprived areas.

1.3.3 Wirral Council's corporate plan, which was developed as a direct result of its consultation exercise 'Wirral's future – be part of it' outlines the Council's goals and how they will be delivered. There are four themes in the plan:

- Your Family
- Your Neighbourhood
- Your Economy, and
- Your Council

1.3.4 The development of Wirral's libraries is a key element of the 'Your Neighbourhood' theme. However the provision of library services will also contribute to the other themes, providing activities for families, and a hub for information, working to support learning and the development of new skills, as well as providing job clubs and information about taxes and benefits, and encouraging residents to get involved in their communities.

2. WIRRAL'S LIBRARIES

2.1 There are 24 libraries across Wirral, and the political position remains that there is no intention to close any. However it is clear that with reducing budgets and customer expectations, a more strategic approach to service delivery is required. The current expectation for all services is to maximise effectiveness (doing the right thing) and efficiency (doing it in the right way) and Wirral's Library Service also works to these principles.

2.2 We have listened to what our customers are telling us and will continue to do so. We have considered current library usage, and propose to provide the following service across the Borough.

2.3 There will be four main libraries at Birkenhead, Wallasey, Bebington and West Kirby. We propose that these libraries will be open from Monday to Saturday and will be open during weekday evenings.

- 2.4 Our customers tell us that they want their libraries to be open on Wednesdays, and analysis of visitor figures shows that the number of evening users is very low. Therefore we propose that the remaining libraries will be open from Monday to Saturday, but will not be open in the evenings. We believe that this offering provides a strategic response to the conflicting pressures of customer demands and budgetary constraints.
- 2.5 At the heart of these changes will be the link between Libraries and One Stop Shops that Wirral Council is committed to which will allow both services to be available at all sites and maximise both service efficiency and effectiveness for the better ongoing provision of quality services.
- 2.6 We will pilot both this linkage and these opening times at Heswall and Eastham Libraries, and will listen carefully to our customers' views on these arrangements before deciding whether this model should be rolled out to the other sites.
- 2.7 24/7 access to library services is available via the internet, which we will continue to develop to respond to this increasing service demand. Reservations, renewals and catalogue searches can all be made on-line, and we will soon be introducing e-books so that book issues will also be available remotely.
- 2.8 For those without internet access a telephone service will be available during the evenings, providing a reservation, renewal and enquiry service.
- 2.9 In addition to the core library facilities available at all Wirral libraries, which is detailed in 4.9 below, our central libraries will also offer:
- reference facilities
 - an audio visual library
 - an exhibition space
 - meeting room
 - study area, and
 - a coffee area.
- 2.10 We plan to introduce a café facility at those sites where there is space and an anticipated customer demand. We are working with partners to develop a facility aimed at providing vulnerable adults with skills and training with a view to getting them into regular work.
- 2.11 We will introduce RFID (Radio Frequency Identification) self service facilities in our busier libraries or where a business case can be made. This will create efficiencies in the long term, although there is a significant initial investment to be made.

3. OUR VISION FOR THE WIRRAL LIBRARY SERVICE

- 3.1 The 'Wirral Library Service Review' identified that within Wirral, there are two quite clear perceptions of libraries:

- The Library as a “Place”, and
- The Library as a “Service”

It suggested that a potential definition or vision for the library could be

- 3.2 “A Wirral library is a friendly, accessible place that provides a safe, trusted and welcoming resource aimed at meeting the needs of the local community. Its focus is on providing information, knowledge and reading for self improvement and enjoyment”.

4. THE LIBRARY AS A PLACE

- 4.1 *A Wirral library is a friendly, accessible place that provides a safe, trusted and welcoming resource aimed at meeting the needs of the local community.*

- 4.2 The review describes the library building as a place where most people feel comfortable and which people feel positive about. ‘The subtle association with free, non compulsory self improvement, information and learning is one of the reasons for this.’

- 4.3 There is a strong Council commitment to developing the library as a community hub. Our corporate plan states that:

‘We will encourage everyone to utilise their local facility as a safe, warm and secure social space with provision to access services, search for jobs and training , improve literacy levels or to meet and make friends.’

- 4.4 Residents will be able to go to a library to access books, computers and information, as well as Council and Partner services and locally specific information. Where possible, space will be made available to the Community for events and meetings.

- 4.5 Our One Stop Shops have a proven track record of working with service areas and partner organisations to deliver services and access to services in the heart of the community. We will build on this experience, and bring together the arrangements developed with partner organisations by both the library and one stop shop services to develop a more strategic offering. We will continue to work to develop the range of information and services available, ensuring that they reflect the needs of the community they serve, so that we can provide people with the information that they need from one convenient location.

- 4.6 To this end we have introduced a new job role in libraries and one stop shops. The new customer service assistants will provide general library services as well as offering first stage information and advice on all council and a range of partner services. This is a pivotal role in this new service, and it is vital that staff are well trained and that any changes/ new service are effectively communicated to all front line staff. Therefore a weekly training hour will be introduced to allow for meetings, training and updates. The ‘Customer Service Toolkit’ (an on-line database to support the delivery of services) will be

extended to include library services. A service level agreement will be developed to ensure that the library offering is delivered to an agreed standard.

- 4.7 Customer feedback and customer insight will inform service development, so that, whilst there will be consistency across all sites, the services will reflect the needs of the community they serve. The libraries will also be key to engaging in consultation with all Wirral communities to ensure that they are all able to make their voices heard and influence the way in which the wider Council does business.
- 4.8 We will work with colleagues to refresh the library 'brand' with a view to making them more welcoming and relevant to all.
- 4.9 All library buildings will be developed to respond to local needs. However they will all provide the following core library facilities:
- A wide variety of books
 - Internet access
 - Free access to key websites such as ancestry.co.uk, Encyclopaedia Britannica on-line, knowuk.com and newsuk.co.uk
 - Wi-fi provision
 - Photocopying and faxing service
 - Newspapers and magazines
 - A library service for children and young people
 - Activities and events, and
 - Provision for learning
- 4.10 Where space allows, provision will also be made for an exhibition space, meeting room and study area.
- 4.11 In addition every library building will provide a one stop shop service offering information and signposting for all Council services and a range of partner organisations. An enhanced one stop shop service will be offered at existing co-located sites, and will be introduced at other sites where the need is identified.

5. THE LIBRARY AS A SERVICE

- 5.1 *Its focus is on providing information, knowledge and reading for self improvement and enjoyment.*
- 5.2 The library service will be developed by library professionals as a coherent, cohesive and strategic provision, focussing on the priorities identified and outlined in this strategy, and utilising existing resources effectively to maximise desired outcomes.
- 5.3 The library service will not be confined to books and buildings, and will include a significant amount of outreach work. We will work closely with partner

organisations, using them as a strategic tool to form a part of the overall delivery of the library service. The strategic library team will work to define what library services are required, and will then work with partners to ensure that appropriate services are delivered – either directly, through partnerships, through outsourcing, enabling work or grant aid. The service will be structured around specified outcomes, which will be aligned to corporate and local priorities.

5.4 The library service will have the following clearly defined functions:

- Reading for Pleasure
- Information for study, research, self improvement and knowledge
- The development of individual literacy
- A source of local community information
- A source of public service information

5.5 Reading for Pleasure

5.5.1 Historically the provision of books has always been the most important library function of a library, and the provision of free, comprehensive and accessible resources for reading for pleasure is still one of the key roles of the library service.

5.5.2 Wirral Library Service will develop a book stock strategy to ensure that the book stock at each library is varied, wide-ranging, contemporary and attractive, and is geared to local needs and preferences. We will use local knowledge (customer insight information) to ensure that specific groups are catered for locally (for example by making Polish books available in areas of high numbers of Polish residents).

5.5.3 This will be achieved by maximising the use of available tools such as SmartSM and other stock selection tools where appropriate. We will review suppliers and book ordering processes to ensure value for money is achieved.

5.5.4 We have introduced our e-book facility, which will offer improved value for money and will attract new users to the library service and we will now look to expand its use to complement and enhance our traditional lending facility.

5.5.5 We will ensure the delivery of a varied programme of story times, reading groups and events such as competitions, author visits and summer reading schemes, to encourage reading for pleasure and attract new library users. We will work with partners and colleagues to ensure that the offering is strategically developed to address national priorities and respond to local needs.

5.5.6 We will devise a programme to encourage hard to reach groups and non library users into reading for pleasure, working with partner organisations, such as 'Get into Reading', to ensure a strategic offering that focuses on areas of greatest need.

- 5.5.7 We will continue to provide our home readers' service and will review it to ensure that it continues to deliver value for money, and consider options for further outreach work to target those that cannot access libraries (eg care home residents).
- 5.5.8 We will continue to provide our audio visual service and will review it to ensure that it continues to offer value for money. We will review our stock supplier and keep abreast of technological advancements in the field. We will explore partnership working to reduce costs.
- 5.6. Information for study, research, self improvement and knowledge**
- 5.6.1 Wirral's reference library facilities are still well used, especially by those researching local and family history. However there is a rapid increase in the use of IT to support research and learning. Wirral's reference library facility therefore needs to be modernised to respond to this change in emphasis and usage.
- 5.6.2 We will review our reference library provision with a view to developing a more modern and strategic offering. We will work to develop a reference library service that is accessible and comprehensive but also cost effective.
- 5.6.3 We will achieve this by reviewing alternative arrangements for making information and resources available (eg by exploiting IT functionality), and will look to utilise any available funding streams, partnership working and volunteers to support the reference facility.
- 5.6.4 We will also develop closer links with Wirral's Archive Service to provide a more cohesive and efficient local and family history reference facility and assist both services in providing the Council with the best value For Money in these closely linked service areas.
- 5.6.5 We will continue to provide a newspaper and magazine facility and will review our orders to ensure that they offer value for money and represent the needs and preferences of the local residents. Where alternatives are available (eg on-line) we will consider whether it is appropriate to continue to purchase paper copies.
- 5.6.6 We will provide access to our reference materials and will review our facility in liaison with local interest groups, partner agencies and the archive service that will develop a strategy for the storage and retrieval of original documents, which delivers efficiencies whilst retaining public accessibility.
- 5.6.7 We have expanded our wi-fi to all libraries which will improve easy on-line access to the library catalogue and allow our building to become even more a place to come to and use on line facilities.
- 5.6.8 We will review our public PC provision and develop a library public access IT strategy to ensure that public on-line access is able to be continued and provide a simple, safe and secure access structured around our corporate priorities.

5.6.9 This will incorporate a review of the number of public access PCs available at each library with a view to maximising utilisation and focussing available resources on the areas of greatest need. Where there is an identified need (ie areas of lowest average household income), but low levels of usage, we will work with the local communities to explore the reasons for this, and to develop a plan to overcome identified barriers.

5.6.10 It will also include a review of the IT courses and support provided by partner organisations, with a view to ensuring that such courses are offered in libraries and these focus on the areas of greatest identified need.

5.6.11 We will continue to provide free access to on-line resources such as newsuk, ancestry.co.uk etc, and will ensure that the provision offers value for money and meets the needs and preferences of the local community.

5.6.12 We will review all reading and self-improvement courses, activities and events provided by the library service as well as other partners and agencies, and develop a plan for the ongoing provision of a comprehensive, effectively targeted and strategic programme of activities aimed at meeting the needs of local communities and focussed on the areas of greatest need.

5.6.13 We will review the provision of homework clubs and educational support activities to develop a strategic programme focussed on the areas of greatest identified need.

5.7 The development of individual literacy

5.7.1 The development of literacy across the Borough is a key focus of the library service which will work closely with colleagues and partner organisations to develop a literacy strategy aimed at identifying target groups, and setting some clearly defined actions and measurable outcomes for improving literacy levels.

5.7.2 The strategy will incorporate the following elements:

- We will continue to deliver an effective and efficient Bookstart programme, ensuring that the key anticipated outcomes are monitored and reported, and that action is taken to improve outcomes where appropriate.
- We will liaise with Wirral schools to encourage library usage and study skills among school age children.
- We will develop partnership links within the Council and with partner organisations to review the current offerings aimed at increasing literacy, and to develop a strategic literacy programme aimed at hard to reach groups, scheduled at times and places that are convenient to them.
- We will develop volunteers to support the literacy programme where appropriate and will deliver national reading initiatives as and when required.

5.8 A source of local community information

- 5.8.1 Wirral libraries have always provided a focal point for the communities they serve, and provision has traditionally been made for the display of posters and flyers for local events.
- 5.8.2 We will continue to be a source of local information for clubs, societies, events and attractions, and link in to work being done in other Council departments (such as 'TeenWirral', 'Wirral Well' and 'Family Information Service') to make available information for children, families and young people as well as vulnerable people.
- 5.8.3 We will develop criteria and a set of standards for the display of local and community information, and will work with local organisations and volunteers to ensure that it is accessible, comprehensive, contemporaneous and well maintained.

5.9 A source of public service information

- 5.9.1 Library and one stop shop managers will work with partners and colleagues to carry out a review of partnership working in line with the Council's overall objectives, and to develop a strategic public information service focussed on identified local and national priorities.

6. CORPORATE PLAN

- 6.1 The Library Service will play a key role in supporting a number of the key objectives outlined in the corporate plan as follows:

6.2 Your Family – Children and Young people

- 6.2.1 Wirral libraries are already well-used by children, and there are many national and local initiatives to encourage young people to visit libraries. These include:

- Book Start packs
- Bounce and Rhyme activities
- Craft and activity sessions
- School visits
- Story times and reading groups
- Summer reading challenge

- 6.2.2 In its Corporate Plan the council has identified that 'some children and young people experience real disadvantage, poverty, hardship and failure to achieve the results they should in school. Our work will be targeted at seeking to ensure that all of our young people grow up in safety and have the best possible start in life.'

- 6.2.2 In order to support these aims the library service will:

- Develop closer links with children centres to develop a strategic approach to activities and programmes which support families and

children, and to encourage children and their families to become active library users.

- Develop links with other services and organisations aimed at supporting children and families to ensure that the library service supports and compliments the initiatives and work that they do.
- Provide reading groups across the Borough, with a focus on target groups and in areas where literacy levels are lowest.
- Provide homework clubs in areas where educational achievement is lowest, to provide a quiet and supportive study area with the right resources (PCs, printers and access to reference materials).
- Provide information and signposting on further and higher education as well as job clubs with a focus on areas with highest levels of young people who are not in employment, education or training (NEET).

6.3 Your Family – Adult Social Services

6.3.1 A significant proportion of regular library users are elderly, and many use libraries to read newspapers, for social interaction and as a warm and safe place to visit. The library service already provides a comprehensive service for the elderly and vulnerable including:

- Adult learning classes
- Audio books
- Home Reader Service
- Reading groups for vulnerable groups

6.3.2 The Corporate Plan states that ‘A key priority for the Council is to improve the quality of services we deliver for vulnerable people’. We want to ‘make sure that people can enjoy a high quality of life with maximum independence’.

6.3.3 Wirral libraries can provide stimulation and learning experiences to the elderly and vulnerable to ensure that they enjoy a high quality of life and play an active part in society.

6.3.4 In order to support these aims the library service will:

- Develop closer links to organisations and partners working with the elderly and vulnerable to ensure that the library service is meeting the needs of older and vulnerable citizens.
- Provide reading groups aimed at the elderly at times to suit them.
- Provide reading groups for other vulnerable groups at times and places to suit them (eg hospitals, care homes).
- Develop its volunteering scheme so that visitors to the library can become library volunteers and take a more active part in the library community if they wish to do so.
- Develop a strategic approach to activities and programmes for adult learning and self-improvement activities across the Borough by working with partners and agencies.
- Develop links with social enterprises to support the development of vulnerable adults.

6.4. Your Neighbourhood

6.4.1 The Corporate Plan places Wirral Libraries at the heart of the community, stating that 'We will...promote the service across all communities, with particular emphasis on the most hard to reach groups in our society'.

6.4.2 In order to support these aims the library service will:

- Work with hard to reach groups and their representatives to gain an understanding of the barriers to accessing the service.
- Develop closer links with partner organisations working with adult literacy to develop a strategic approach to adult literacy activities and programmes, focussing on areas with the lowest levels of adult literacy
- Develop programmes for those people for whom English is a second language (ESL), focussing resources on the areas with highest levels of ESL residents.
- Recognising that anti social behaviour in young people often stems from boredom and low self esteem, work with youth services to identify gaps in the current offering to young people, and provide activities and learning opportunities that are relevant and accessible to young people at times and places that suit them. We will focus on areas with highest levels of anti-social behaviour.
- Working closely with our One Stop Shop colleagues in provision of our jointly located services which will increase our place and role in the neighbourhoods and communities of Wirral.

6.5 Your Economy

6.5.1 Wirral's Corporate Plan aims to reduce economic inactivity and increase employment in all parts of the Borough.

6.5.2 In order to support these aims the library service will:

- Work with partner organisations to provide a strategic delivery of job clubs focussing on areas of highest unemployment.
- Provide WiFi, access to PCs, fax and photocopying facilities to support small businesses.
- Work to improve levels of IT literacy by offering classes and support in the use of PCs, focussing on areas of greatest deprivation.

6.6 Your Council

6.6.1 Wirral Council wants to ‘focus on increasing the involvement of the independent, voluntary and community, faith sectors in Council service delivery, and transfer more power to local Councillors and neighbourhoods.’

6.6.2 In order to support this, the library service will:

- Develop its volunteering scheme so that more support and activities can be offered within existing resources.
- Work with groups in the neighbourhood to ensure that the library service is responsive to local needs.

7. CREATING EFFICIENCIES

7.1 We want to ensure that as much of our budget as possible is spent on books and facilities, and is aligned to the Council's strategic priorities. To this end we will work to reduce overheads and increase income by:

- Exploring available external funding opportunities
- Developing partnership working and shared working wherever practical and if of an assistance to the provision of a Library service.
- Exploiting existing IT functionality and keeping abreast of developments to promote self service and automate administrative functions wherever possible.
- Review and rationalise library charges to appropriately and responsibly maximise income
- Explore opportunities for creating or increasing income streams

8. COMMUNICATION

8.1 It is clear that whilst our library service has a wide ranging offering of events, activities and facilities, many Wirral residents are not aware of what is on offer at their local library, and are equally unaware of the range of services available at our one stop shops. By bringing the two services together we anticipate that there will be an increase in take-up and usage of both service areas.

8.2 We will also develop a joint marketing plan aimed at raising awareness of the Council's library and one stop shop services, as well as a more targeted campaign to increase the take-up of library services among hard to reach groups.

8.3 User groups, volunteers and customer facing staff play a key role in communicating with the public, and processes will be developed to ensure that customers and staff feel they have a role in the further development of the library and one stop shop service.

9. **GOVERNANCE**

- 9.1 Once the strategy has been approved a plan will be developed to take these actions forward and then monitor and report upon them. This work will be overseen by the Head of Service and progress will be reported periodically to Executive Team and Members via the Director of Finance & Deputy Chief Executive.
- 9.2 A new set of performance indicators will be developed to monitor our progress against specified Library objectives, and these will be based on outcomes and help us improve the service. Where possible the reports will be automated and be scrutinised by the Library Management Team and reported to the Head of Service.

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	TENDER REPORT FOR BIRKENHEAD PRIORY AND ST MARY'S CHURCH TOWER PROPOSED STABILISATION AND IMPROVEMENTS
WARD/S AFFECTED:	THE BIRKENHEAD AND TRANMERE WARD, BUT DUE TO ITS UNIQUE STATUS IS OF INTEREST TO ALL MEMBERS
REPORT OF:	THE DIRECTOR OF LAW HR AND ASSET MANAGEMENT
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR CHRIS MEADEN CULTURE TOURISM AND LEISURE
KEY DECISION?	YES

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to advise Cabinet Members of the outcome of the two stage tender process for the project to stabilize, restore, protect and improve Birkenhead Priory And St Mary's Church Tower. The report seeks ratification from Members to the selection of the Constructor named on Appendix 1 as the Councils 'preferred constructor' for the scheme.

2.0 RECOMMENDATIONS

- 2.1 That the Constructor who submitted the most economically advantageous tender, as detailed in Appendix 1, be accepted as the Councils 'preferred constructor'.
- 2.2 The Director of Law, HR and Asset Management be authorised to execute an appropriate construction contract with the preferred constructor in due course based upon a partnering philosophy, subject to them developing a satisfactory Health & Safety Plan.

3.0 REASONS FOR RECOMMENDATION

- 3.1 A Scheme and Estimate report fully detailing the proposals for this site was presented to Cabinet on 2 September 2010 and Cabinet resolved that the Director of Law, HR and Asset Management be authorised to seek tenders and all statutory approvals for the works (minute 123 refers).

4.0 BACKGROUND AND KEY ISSUES

- 4.1 The existing features at the site of Birkenhead Priory owned by Wirral Council include:

The North Range, comprising the restored Refectory, Undercroft and Buttery, complete with two external timber stairs,

The West Range, comprising the roofless ruin of the former Guest Hall and accommodation above. The West Range includes an open storage area for various mediaeval stone artefacts.

The Cloister between the North Range, West Range, Chapter House Chapel and site of the former Priory Church. The Cloister includes areas of mediaeval pavings with largely 19th century gravestones and tombs, St Mary's Tower and ruins of St Mary's Church,

Car Park, comprising a gated-off area formerly part of Church Street. The Car Park has over the years become a storage area for predominantly 19th century large artefacts.

Boundary walls, railings and gates, and internal stone steps, walls, railings and gates.

20th century landscaping features including tarmac driveway, pavings, grassed areas, trees and shrubs.

- 4.2 Late in 2009 a Conservation Management Plan, Condition Survey and Gazetteer were undertaken by consultants Lloyd Evans Prichard on behalf of Wirral Council, with financial support from English Heritage. The proposals for capital investment on the site of Birkenhead Priory emanate largely from the recommendations within the Conservation Management Plan.
- 4.3 The Conservation Management Plan (CMP) has been shared with the Diocese of Chester, and discussions have been held with representatives of the Diocese and officers of the Chapter House Chapel, who are separately addressing the recommendations within the CMP that relate specifically to the Chapter House Chapel and former Scriptorium over.
- 4.4 A bid for Heritage Lottery Fund support has been submitted in regard of the recommendations within the CMP relating to the West Range, improved visitor facilities and improved interpretation across the site. In anticipation of the success of this bid, an appropriate element of match funding has been included in the Financial Implications within this report.
- 4.5 This Scheme has therefore concentrated on proposals for the stabilization, restoration, protection and improvements to:

The North Range, including structural repairs, archaeological survey, improved access including a new covered staircase and lift,

St Mary's Tower and ruins of the Church, including structural repairs and stabilization, rebuilding pinnacles, lime-rendering to exposed bare brickwork to former internal façade of nave, repair to cast-iron and wrought-iron window frames and tracery, and refurbishment of toilet accommodation,

The Cloister, including relaying mediaeval pavings to avoid trips, improved drainage to avoid ponding in front of the Chapter House Chapel, and pruning the over-mature trees within the site of the former Priory Church,

Boundary and internal walls, including removal of invasive vegetation, removal of hard cappings, removal of redundant metalwork and railings, overhauling remaining railings with new additional railings and gates as appropriate, stabilization, repair, and new sacrificial lime mortar cappings,

Site Drainage generally, including ensuring that drains are all running adequately,

Car Park, including removal of inappropriate artefacts and construction of new pedestrian ramp to the main site level,

Mediaeval artefacts, grave stones and tombs, including recording, cataloguing and the construction of a new protective artefacts store.

- 4.6 It is intended that the works above be tendered as a single contract of works to maximise procurement and operational efficiencies. The programme will be dependent on Listed Building Consent, Scheduled Monument Consent and the result of archaeological investigations but, once these have been obtained, is anticipated to be able to start on site in January 2012, with a view to completion in September 2012.
- 4.7 The construction of a new stair enclosure and lift to the Refectory will require the closure of that facility for approximately 12 weeks; the works to St Mary's Tower will require a closure of the Tower for approximately 6 weeks; and works within the Cloister will require a closure of the Chapter House Chapel for approximately 4 weeks. It is anticipated, however, that no extended closure of the site as a whole will be required to undertake the above works, although short-term closures may be required between stages of development for public safety reasons.

5.0 RELEVANT RISKS

- 5.1 Subject to final approval the scheme will be funded by a combination of local and national capital
- 5.2 Due to the time constraints for completion and the technical and operational complexity, the project will be managed under a 'partnering contract' arrangement whereby the contractor's expertise is maximised and an early start on site can be achieved. A key principle within the contract is that there will be a pain/gain mechanism whereby the contractor can claim a limited financial bonus for completing the works within an agreed maximum price, which will be set within the available budget, and hence will help manage financial risks appropriately. Should unexpected additional work be encountered this will be managed through engineered savings which may result in minor changes to the specification or scope of the works. All contractor costs will be on an 'open book' basis and will be monitored by the Design Consultancy in the Department of Law, HR and Asset Management and overseen by Internal Audit in the Department of Finance.

- 5.3 A full risk management exercise in accordance with Council procedures will be undertaken for this project owing to the complexity and limited financial resources involved. This will be developed with the preferred constructor as a detailed risk register containing all critical project risks and monitored on a regular basis by the project team.

6.0 OTHER OPTIONS CONSIDERED

The other option is to delay the restoration work but this delay will only incur far greater costs at a later date.

7.0 CONSULTATION

- 7.1 A Conservation Management Plan, Condition Survey and Gazetteer were undertaken by consultants Lloyd Evans Prichard on behalf of Wirral Council, with financial support from English Heritage. This report was shared with the Diocese of Chester, and discussions have been held with representatives of the Diocese and officers of the Chapter House Chapel, who are separately addressing the recommendations within the CMP that relate specifically to the Chapter House Chapel and former Scriptorium over.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 8.1 The building improvements will assist in providing an integrated approach to children's education, and open up cultural awareness for the entire community.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 9.1 Ainsley Gommon Architects have been appointed to provide the Architectural input and the Department of Law, HR and Asset Management will provide all other Professional Services.
- 9.2 Ainsley Gommon Architects in accordance with the Construction (Design and Management) Regulations 2007 will carry out the role of CDM Coordinator.
- 9.3 There are no additional staffing implications with these proposals.
- 9.4 Stage 1 Tender submissions were received on 28th October 2011 have been scored by a panel of officers from The Department of Law, HR and Asset Management. Stage 2 interviews were held with the three best scoring tenderers from stage 1 with a panel including officers from Law HR and Asset Management Department, Technical Services Department and Ainsley Gommon Architects on 11th November 2011. Details of the selection process and relevant scoring of tenderers is included at Appendix 1. The model used to determine the most economically advantageous tender was lodged with the Council's procurement team in the Department of Finance prior to receipt of tenders.
- 9.5 The agreed maximum contract price will be set within the available budget reported to Cabinet on 2nd September 2010.

9.6 The scheme is to be funded from the Capital Programme which includes investment in Cultural Services assets with £2 million specifically for works to the Williamson Art Gallery and the Birkenhead Priory.

AGREED MAXIMUM COST FOR BUILDING WORKS	£ 613,730
Departmental Charges @ 16% including: Professional Fees, Clerk of Works salary, CDM Coordinator, Planning & B Regs fees	£ 98,197
Surveys, including: Feasibility costs, Structural surveys, Drainage surveys, and Archaeological investigations	<u>£ 23,073</u>
TOTAL	<u>£ 735,000</u>

Total Funding Available		
Capital programme	2010/11	£ 262,000
Capital programme	2011/12	£ 1,738,000
DDA Access Fund PPM	2011/12	£ 30,000
Heritage Lottery Funding		<u>£ 20,000</u>
		£ 2,050,000

Less the costs committed to the Williamson Art Gallery:

• Cost of work carried out to date	£ 341,000	
• Anticipated work required to complete including fees	<u>£ 974,000</u>	<u>£1,315,000</u>

Funding remaining **£ 735,000**

9.7 There will be some additional revenue costs associated with scheme, including the maintenance and servicing of the proposed lift, and the maintenance of the staircase enclosure, ramp from the car park, and additional drainage, which can be provided for from the Department's existing property maintenance budgets.

10.0 LEGAL IMPLICATIONS

10.1 The Legal and Member Services Section within the Department of Law, Human Resources and Asset Management will arrange for the completion of the contract.

11.0 EQUALITIES IMPLICATIONS

At present non-ambulant access is available to the Buttery, Undercroft , West Range, Cloister and site of St Mary's Church. As part of this scheme non-ambulant access will also be provided from the Car Park to the main site, and to the Refectory.

Access up the Tower will remain by stairs only. Should the HLF bid be successful, virtual access to the tower will be provided by positioning a web cam on the tower and accessible viewing points at the bottom and/or in the proposed new visitors centre.

The existing accessible WC within the base of the Tower will be refurbished to DA recommendations.

There are no implications in this report specifically for women, ethnic minorities or the elderly.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 Low energy electrical fittings, light fittings, heating controls, water saving devices and high levels of insulation will all be used to help reduce the consumption of natural resources and contribute to the councils CO2 reduction objectives. The 2010/11 carbon budget target for the Priory is 54.082 tonnes of CO2 (CRC).

12.2 The successful constructor will be encouraged to employ local labour and source materials from local suppliers as far as possible.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 Planning permission for St Marys Tower granted APP/11/00637 and Listed Building Consent for St Marys Tower granted LBC/11/00641 both on 26 July 2011

13.2 Planning, Listed Building Consent, Scheduled Monument Consent and Building Control approval will be required for this project.

REPORT AUTHOR: Chris Evans
telephone: (0151 606 2342)
email: chrisevans@wirral.gov.uk

APPENDICES

Appendix 1 Tenderers' evaluation scores

REFERENCE MATERIAL

The information used in the preparation of this report was obtained in consultation with Cultural Services – Arts and Museums Department and with reference to their bidding documents. No other background papers have been used in the preparation of this report with the exception of the Architects files and BO2400 and the Quantity Surveyor's working papers.

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Cabinet report - Scheme & Estimate	2 nd September 2010
Sustainable Communities Overview and Scrutiny Committee - Wirral Museum Service Business Development Plan	10 th March 2011

This page is intentionally left blank

TENDER REPORT

BIRKENHEAD PRIORY AND ST MARY'S CHURCH TOWER PROPOSED STABILISATION AND IMPROVEMENTS

CABINET 8 DECEMBER 2011

Appendix 1: Tender Evaluation Scores

- 1.1 Tenders have been received and evaluated as part of a two stage evaluation procedure to determine the most economically advantageous tender.
- 1.2 Stage 1 Tenders and written submissions were received on 28th October 2011 and scored as follows by a panel of officers from the Department of Law, HR and Asset Management:

No	Contractor	Fixed price (preliminaries and profit and overheads element only)	First Stage Submission Score for Quality and Price
1	Paragon Construction	£101989.00	123
2	Tenderer 2	£109256.00	124
3	Tenderer 3	£153775.00	83
4	Tenderer 4	£214571.00	71
5	Tenderer 5	Failed to submit	
6	Tenderer 6	Failed to submit	

- 1.3 Scoring for price and quality was in accordance with a pre-determined model which was lodged with the Corporate Procurement team in the Department of Finance in advance of the tender receipt date.
- 1.4 The three highest scoring tenderers from the Stage 1 submissions were invited to Stage 2. This consisted of an interview of tenderers on 11th November 2011, at which the quality of their proposed delivery of the scheme and their answers to a further 10 questions were assessed and scored by a pre-determined panel. The panel comprised of representatives from the Department of Law HR and Asset Management Department, the Technical Services Department and Ainsley Gomon Architects on 11th November 2011, with the Department of Finance (Procurement Section) providing an observation role for Audit purposes.
- 1.5 The resulting tenderers' quality scores for Stage 2 were as follows:

No.	Contractor	Quality Score
1	Paragon Construction	127
2	Tenderer 2	115
3	Tenderer 3	116

1.6 Final Evaluation

When the two stage price and quality scoring is applied to the final evaluation model the most economically advantageous tender is detailed as follows:

No.	Contractor	Total Score
1	Paragon Construction	250
2	Tenderer 2	239
3	Tenderer 3	199
4	Tenderer 4	71

1.7 The contract for the works will be a partnering contract with an agreed maximum price of £613,730.00, which is in accordance with the works budget reported within the Scheme and Estimate to Cabinet on 2 September 2010.

1.8 Recommendation

That Paragon Construction, who submitted the most economically advantageous tender as detailed above, be accepted as the Council's "Preferred Constructor", subject to developing a satisfactory Health & Safety Plan and the completion of contract documentation based on a "Partnering Contract."

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	PENSBY COMMUNITY CENTRE
WARD/S AFFECTED:	<i>PENSBY AND THINGWALL</i>
REPORT OF:	<i>DIRECTOR OF LAW, HR AND ASSET MANAGEMENT</i>
RESPONSIBLE PORTFOLIO HOLDER:	<i>COUNCILLOR JONES</i>
KEY DECISION?	<i>NO</i>

1.0 EXECUTIVE SUMMARY

- 1.1 This report seeks approval for the provision of grant funding to Pioneer People in accordance with the Community Asset Transfer process.
- 1.2 This funding is in support of the Council's goal to reduce the running costs of the Council by improving the efficiency and value for money of Council services whilst reducing bureaucracy.
- 1.3 There will be no saving in the Council's budget as a consequence of this proposal as the asset has already been transferred from the Council.
- 1.4 The grant funding is not a Statutory duty.

2.0 RECOMMENDATIONS

- 2.1 That grant funding as described in the report, in accordance with the Council's Community Asset transfer process, be given to Pioneer People to assist in the viability and sustainability of the centre.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 Given the timing of the lease of Pensby Community Centre in relation to the timing to the Strategic Asset review it seems equitable to consider the request for funding from Pioneer People in line with other centres transferring as part of the programme.

4.0 BACKGROUND AND KEY ISSUES

- 4.1 Cabinet, at its meeting of 1 September 2011, was advised of the request by Pioneer People for support funding for capital works to Pensby Community Centre in accordance with the Council's Community Asset Transfer process. Members resolved that the Director of Law, HR and Asset Management be requested to conclude discussions with Pioneer People in respect of Pensby Community Centre and report to a future meeting of Cabinet on the outcome of those discussions.

The circumstances surrounding the transfer and the issues relating to the Community Asset Transfer funding are outlined below.

- 4.2 Pensby Community Centre is a purpose built facility located in the park off Fishers Lane in Pensby. It is shown edged black on the attached plan. The property was previously operated by a Joint Management Committee, but became vacant after it had difficulty operating. Pioneer People came forward with a proposal to operate the building as a community facility and entered in to a 21 year lease, on 26 January 2009, at a peppercorn rental with the group being responsible for all repairs.
- 4.3 The property was identified in the Strategic Asset Review as a property suitable for transfer to the community, although the lease was completed shortly after that review. The transfer also completed prior to the Council adopting its Community Asset Transfer policy and also before the allocation of monies from the Community Fund. Pioneer People therefore took a transfer without the support which was subsequently offered to other groups pursuing transfers.
- 4.4 The transfer was informed by the Council's in-house stock condition survey which excluded mechanical and electrical elements, but identified, amongst other things, that the roof would need attention in the short term. Transfers within the CAT process are now informed by independent condition surveys which, as the process has developed, are more focussed on asset transfer. The group has now advised of other outstanding works and the need for an overhaul of the heating system.
- 4.5 It should be noted that Pensby Community Centre was not advertised as suitable for transfer in accordance with the Council's policy and Pioneer People were not invited to compete with other interested parties. They have however, comprehensively refurbished the interior of the building, using their own funding.
- 4.6 Pioneer People are aware of the extent of support being given via the Community Fund allocation to other transfers (in some cases for similar buildings) and say they are seeking equal and consistent treatment with other transfers. Accordingly they have submitted a claim for grant funding to cover outstanding repairs and also funding towards the refurbishment works which they carried out following completion of the lease.
- 4.7 To support their argument they say that the Council organised and paid for a celebration event to recognise the transfer of the Hope Centre as the first successful transfer under the CAT programme. The event was attended by the former Chief Executive of the Council and a Cabinet member, with other community groups invited to attend by the Council.
- 4.8 Pioneer People has now quantified its claim for funding which has formed the basis of further discussions. The claim includes a number of items which are consistent with essential repairs, including a replacement heating system, repointing, drainage channels, new fire doors and roof repairs which are items that would typically be addressed as part of an asset transfer. The claim also includes a number of items which were undertaken by the group, subsequent to them taking the lease, for which they are seeking retrospective payments. These items include a number of elements which are considered to be improvements and are beyond

the scope of works which would normally form part of a transfer. However, a number of the items, including the installation of a mezzanine floor and lowered ceilings, alteration of the internal layout and stackable furniture are improvements which aim to increase the flexibility and lettabiity of the centre and will have a direct impact on their ability to generate improved income. In the current Community Asset Transfer process these items are likely to have been identified in the group's business plan as significant for the successful operation of the centre and would have formed part of their request for support from the Community Fund. As it is difficult to assess this retrospectively, a proposed pragmatic approach would be to meet half of the costs of these additional works. Discussions have taken place with Pioneer People along these lines and provisional agreement has now been reached for grant funding to include a contribution towards the retrospective works and the costs of essential works, totalling £48,430.

- 4.9 Cabinet at its meeting of 1 September 2011 considered a report which outlined the current commitment from the Community Fund and also a further report on the current Planned Maintenance Budget and Members resolved to allocate £75,000 from the Planned Maintenance Budget to support community asset transfers. It is therefore proposed that this allocation is used to provide the grant funding to Pioneer People.

5.0 RELEVANT RISKS

- 5.1 The funding will support the viability and sustainability of the centre and refusal of their request will have an impact on the future of the facility. Failure to provide funding in an equitable manner will alienate the group and its users from the Council.

6.0 OTHER OPTIONS CONSIDERED

- 6.1 The claim for funding has been assessed in relation to the centre's inclusion in the strategic asset review and the timing around the transfer of the premises. The other option would be to refuse the request for funds which would have the effects described in 5.1.

7.0 CONSULTATION

- 7.1 Discussions have been direct with Pioneer People. No other consultation has taken place.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 8.1 Pioneer People Wirral is a registered charity which is supported by volunteers.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

9.1 FINANCIAL IMPLICATIONS

- 9.1.1 The grant of £48,430 to Pioneer People to fund the works at Pensby Community will be met from the Council's Planned Maintenance Budget for which £75,000 has been identified to support the Community Asset Transfer process.

9.2 STAFFING IMPLICATIONS

9.2.1 There are no staffing implications arising directly from this report.

9.3 ASSET IMPLICATIONS

9.3.1 The centre is already held on a lease. There are therefore no asset implications arising directly from this report.

10.0 LEGAL IMPLICATIONS

10.1 There are no legal implications arising directly from this report.

11.0 EQUALITIES IMPLICATIONS

11.1 There are no equalities implications arising directly from this report.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are no carbon reduction implications arising directly from this report.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 The community centre is located within Ridgewood Park, Pensby which is designated as Urban Greenspace in the in the Council's Unitary Development Plan (2000) as saved under direction of the Secretary of State on 28 September 2007.

13.2 Provision is made for re-use of existing buildings and for unobtrusive or small scale development which are intended to expand, enhance or compliment the recreational use of the site under Policy GR1. Any future material in the appearance of the building or change of use will require planning permission.

REPORT AUTHOR: Steven McMorran
Valuer
telephone: (0151 666 3891)
email: stevemcmorran@wirral.gov.uk

APPENDICES

A location plan is attached identifying the building.

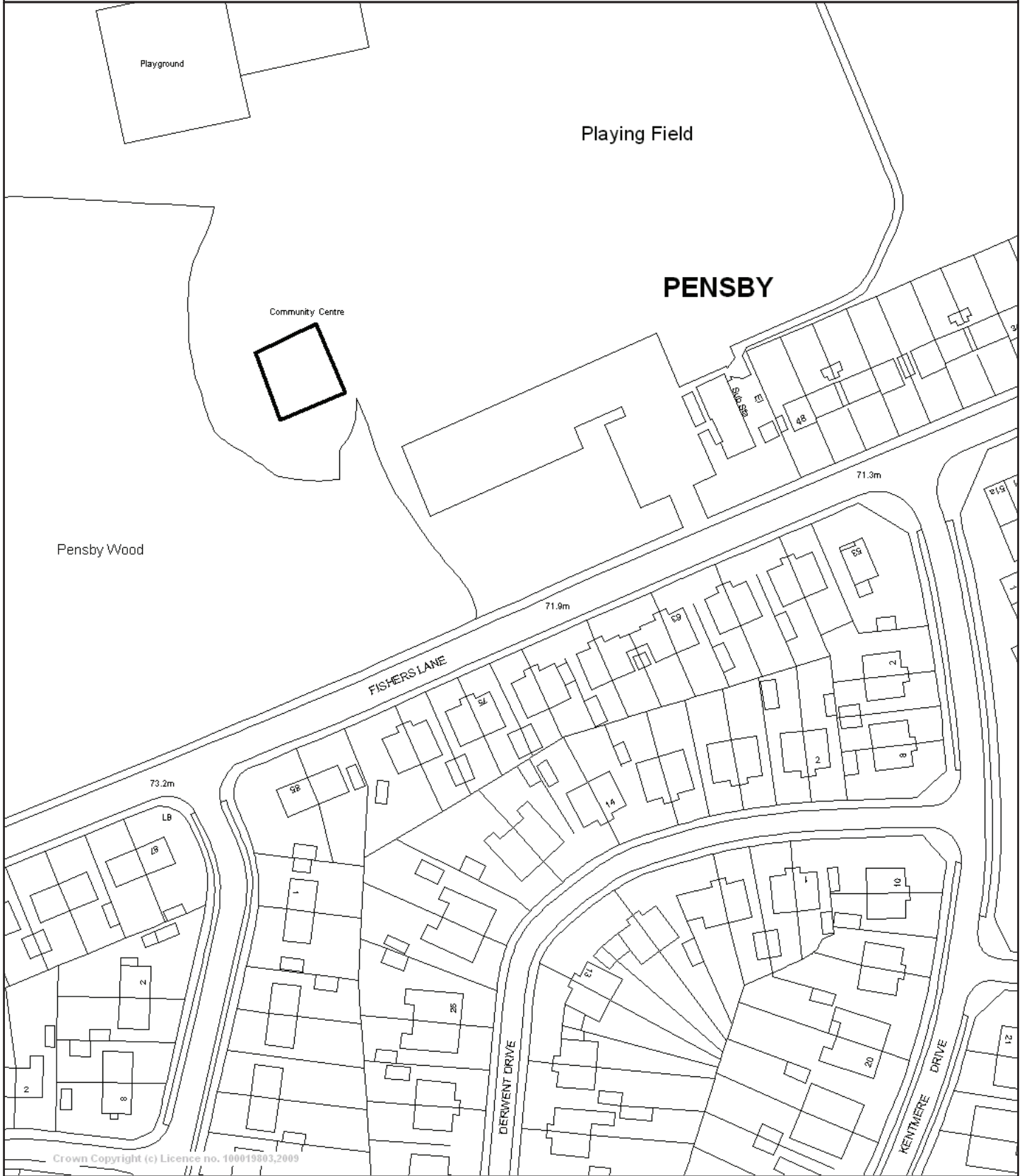
REFERENCE MATERIAL

Reference has been made to the Council's Community Asset Transfer Policy which can be viewed through the Council's website.

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Cabinet – Transforming Wirral	15 January 2009
Cabinet – Community Asst Transfer Update	1 September 2011
Cabinet – Planned Property Maintenance 2011/2012	1 September 2011

Pensby Community Centre



© Crown copyright and database rights 2011 Ordnance Survey 100019803

Scale 1/1250

Centre = 326767 E 383799 N

Date 11/8/2011

Dept:
Section:

Page 91

Phone:
Fax:

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	SUPPLY OF CORPORATE UNIFORM CLOTHING
WARD/S AFFECTED:	ALL
REPORT OF:	DEPUTY CHIEF EXECUTIVE / DIRECTOR OF FINANCE
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR ADRIAN JONES
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to inform Cabinet of the negotiation of a collaborative contract for the supply of Corporate Uniform Clothing. The contract commenced on 1 December 2011 for a period of three years with an option to extend for a further 12 months subject to satisfactory performance.
- 1.2 The contract has been let by St Helens Council on behalf of the Merseyside Procurement Partnership.

2.0 RECOMMENDATIONS

- 2.1. That the Council becomes party to the Merseyside collaborative contract for the supply of Corporate Uniform Clothing.
- 2.2. That this contract be the sole contract for the supply of Corporate Uniform Clothing to the Council.

3.0 REASONS FOR RECOMMENDATIONS

- 3.1 In 2010-11 expenditure which would fall under this contract was £100,000. Estimated annual savings from using this contract would be in the region of £13,000.
- 3.2 Agreeing this as the '*sole contract*' for the supply of Corporate Uniform Clothing to the Council ensures compliance with the contract and maximises efficiency.

4.0 BACKGROUND AND KEY ISSUES

- 4.1 The contract was let by St Helens Council, acting on behalf of the Merseyside Procurement Partnership.

- 4.2 The tender process followed the EU Procurement Restricted Procedure and commenced with an advertisement in the Official Journal of the European Union in December 2010.
- 4.3 The tender process included a Pre-Qualification stage, tender bid, evaluation, and finally a reverse electronic auction.
- 4.4 The award has been based upon three lots. Lot1-Tailoring and Lot 2-Leisure Wear have been awarded to Ioma Clothing of Liverpool and, Lot 3-Utilities has been awarded to Uniform Clothing of Chester.

5.0 RELEVANT RISKS

- 5.1 Procurement activity is under increasing external scrutiny to ensure it is compliant with UK Public Procurement and European Union Directives. The Council has witnessed an increasing number of challenges in this area and the costs of defence and risk of financial penalty are considerable. This contract has been let in strict accordance with these Directives and its management will benefit from a collaborative approach with other Councils in the region.

6.0 OTHER OPTIONS CONSIDERED

- 6.1 Other contracts exist, however, they do not provide the variety of clothing required.

7.0 CONSULTATION

- 7.1 Officers in the Procurement Unit participated in the sub-regional options appraisal, tender process, e-auction and evaluation. Service Departments have been consulted and participated in a two day sampling event.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 8.1 All suppliers, including those from the voluntary, community and faith groups were given a fair and equal opportunity to bid for this contract.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 9.1 This contract will aim to deliver savings of £40,000 over the life of the contract.

10.0 LEGAL IMPLICATIONS

- 10.1 The award of this contract has adhered to UK Public Procurement Procedures, Council Financial and Contract Procedures Rules, and European Union procurement directives.

11.0 EQUALITIES IMPLICATIONS

- 11.1 Equality implications will be considered by the Merseyside group co-ordinating and managing this contract. There are not considered to be grounds to conduct a full Equality Impact Assessment in awarding this contract.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are no carbon reduction implications

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are no planning and community safety implications

FNCE/279/11

REPORT AUTHOR: *Mike Fowler*
Head of Support Services
telephone: (0151) 666 3525
email: mikefowler@wirral.gov.uk

APPENDICES

None

REFERENCE MATERIAL

SUBJECT HISTORY (last 3 years)

Council Meeting	Date

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8TH DECEMBER 2011

SUBJECT:	MERSEYSIDE ENVIRONMENTAL ADVISORY SERVICE CONTRACT RENEWAL 2011/12 AND 2012/13
WARD/S AFFECTED:	ALL
REPORT OF:	ACTING DIRECTOR OF REGENERATION, HOUSING AND PLANNING
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR PHIL DAVIES REGENERATION AND PLANNING STRATEGY
KEY DECISION?	YES

1.0 EXECUTIVE SUMMARY

- 1.1 The Council jointly funds the Merseyside Environmental Advisory Service, which provides specialist advice on the Local Development Framework and planning applications. Technical expertise and funding is shared between the 5 Merseyside District Councils and Halton Borough Council, thus providing economies of scale and specialist shared services that could not be effectively provided at District level. Sefton Council is the lead authority for procurement of the service.
- 1.2 This report asks Cabinet to agree to the renewal of the contract for provision of this service for the two years 2011/12 and 2012/13 to 31st March 2013 in accordance with paragraph 21.1.1 (ii) of the Council's Contract Procedure Rules. Funding can be accommodated within existing budgets.

2.0 RECOMMENDATION

- 2.1 In accordance with paragraph 21.1.1 (ii) of the Council's Contract Procedure Rules, Cabinet agrees to extend the MEAS contract on the terms outlined, for the financial years 2011/12 and 2012/13, until 31st March 2013, at an annual cost for core services of £31,673.

3.0 REASON FOR RECOMMENDATION

3.1 Cabinet is asked to agree to a further two-year extension to the current contract for the provision of specialist environmental advisory services across Merseyside at an annual cost to Wirral Council of £31,673. These services are provided by the Merseyside Environmental Advisory Service, for which Sefton Council is the lead authority. The costs of the service are shared across the five Merseyside local authorities and Halton Council, the costs being apportioned on the basis of the level of service provided to each District Council.

4.0 BACKGROUND AND KEY ISSUES

4.1 The Merseyside Environmental Advisory Service (MEAS) is based in Bootle and provides a range of specialist advisory services to subscribing Authorities on a wide range of statutory functions. These services include advice on current and emerging European and national environmental policies, assistance with Local Development Plan preparation (including the joint Merseyside Waste Development Plan Document), Sustainability Appraisal, Strategic Environmental Assessment and Appropriate Assessment under the Habitats Directive. In support of development management decisions, MEAS advises on site-specific environmental matters, including the analysis of Environmental Assessments. The MEAS has provided advice on a series of major planning applications in Wirral in recent years, including the Neptune development at New Brighton, the Wirral Waters proposals and the International Trade Centre.

4.2 The MEAS has been established for a number of years, having been set up initially to support the core Districts of Sefton, St Helens and Knowsley. More recently, Liverpool City Council, Wirral and Halton Councils have become partners, with annual contracts. Management is provided through a directing group drawn from senior officers in the 6 Authorities, who provide overall direction and monitor performance and workload.

4.3 Funding for 2010/11 was divided as follows:

District	10/11 contribution	% of Core Budget	Actual work %10/11	11/12 core contribution (assumes 0% inflation)	% of Core Budget
Sefton	£95,267	24.7%	26.2%	£95,267	24.7%
Knowsley	£95,267	24.7%	24.4%	£95,267	24.7%
St Helens	£95,267	24.7%	25.2%	£95,267	24.7%
Halton	£15,943	4.2%	5.2%	£15,943	4.2%
Wirral	£31,673	8.2%	8.4%	£31,673	8.2%
Liverpool	£50,985	13.3%	10.6%	£50,985	13.3%
Totals	£384,402			£384,402	

- 4.4 The table shows the proposed 2011/12 contribution for Wirral, which reflects the actual amount of work carried on behalf of the District in the past and the potential growth in service provision. As in previous years (Cabinet 4th November 2010, Minute 209 refers, Cabinet 4th February 2010, Minute 311 refers and Cabinet 10th December 2008, Minute 314 refers), the core Districts have continued to subsidise Halton, Wirral and Liverpool, albeit to a lesser extent recently. Although the Core Districts remain concerned that a more equitable distribution of funding should continue to be achieved, the operation of a 'pay-by-project' approach for Wirral has lessened these concerns.
- 4.5 Cabinet agreed at its meeting on 4th February 2010, that additional work, over and above that already timetabled and costed (MEAS provide itemised breakdowns of officer time by project) should be paid for on a 'pay-by-project' basis, with MEAS billing Wirral Council for additional time, at already established rates (para 1.8 of the previous and current legal agreements submitted by MEAS). To date, this provision has resulted in additional costs of £7,199.45 in 2009/10 (for the Wirral Waters East Float application) and £6,707.78 in 2011/12 (for the Peel International Trade Centre application). Both of these sums can be accommodated within Departmental budgets. The core funding for Wirral for 2011/12 has remained at £31,673, a figure that has now remained unchanged for the last three financial years, reflecting past low levels of inflation and the absorption of costs by MEAS.

5.0 BENEFITS

5.1 The service provided by MEAS offers the following benefits:

- The service continues to provide good value for money, when set against the cost of commissioning private consultants for individual pieces of work;
- MEAS combines local knowledge with technical expertise not otherwise available or economic for individual Districts to provide. This has proved particularly useful with MEAS officers acting as knowledgeable intermediaries with statutory consultees on proposals such as Wirral Waters;
- It provides a capacity to provide common approaches to local environmental issues, especially those of a strategic nature (an approach supported by national legislation at section 110 of the Localism Act 2011);
- Specialist planning policy advice on waste, minerals and contaminated land; and
- Preparation of pan-Merseyside Local Development Framework Documents, such as the joint Merseyside Waste Development Plan Document, Supplementary Planning Documents, Minerals Evidence Base and Renewable Energy Evidence Base (these last two being supporting documents to Wirral's Local Development Framework Core Strategy).

6.0 OTHER CONSIDERATIONS

- 6.1 MEAS is a key specialised unit that provides support to the Merseyside Districts. This shared service is staffed by experienced, specialist staff, whose skills would otherwise have to be provided in-house in each District or by external private consultants. The costs of providing the service by others than MEAS would require additional staffing resources in each District to provide support for statutory development control and development plan functions.
- 6.2 Members are asked to consider a two-year rolling further contribution, longer than the existing one-year arrangements but not a longer-term renewal. This is to give some certainty to arrangements, which are still to be resolved in the context of the City Region Cabinet, on which Wirral is the lead authority on the development of shared services.

7.0 SUMMARY

- 7.1 MEAS provides a significant technical contribution to several important areas of planning policy and development management. Maintenance of this service will continue to provide Wirral with access to high quality, low-cost, specialist environmental advice at a time when the need for such services is increasing.
- 7.2 Whilst funding can be provided from existing resources, current constraints limit commitment to a short-time period, after which the situation will need to be reviewed in consideration of the budgetary position at that time and any revised arrangements that the City Region Cabinet propose. Any additional costs beyond the agreed work programme and budget will have to be funded on a 'pay-by-project' basis, reflecting in part additional income to the authority gained as a result of planning fees on major applications (such as Wirral Waters and the International Trade Centre) that generate the additional work for MEAS.

8.0 RELEVANT RISKS

- 8.1 If the MEAS contract is not renewed, the Council will have to procure specialist environmental advice from other sources, at a higher cost than the current MEAS contract. Whilst the MEAS contract is managed by Sefton Council as lead authority, all Merseyside authorities have agreed that the current arrangements through the use of MEAS offer the most cost-efficient means of procuring such advice.

9.0 OTHER OPTIONS CONSIDERED

- 9.1 No other options have been considered.

10.0 CONSULTATION

- 10.1 No consultation has been carried out.

11.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

11.1 There are no implications for voluntary, community or faith groups arising from this report.

12.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

12.1 Current funding is provided from existing Regeneration, Housing and Planning Department budget. The funding contribution of £31,673 can be accommodated within the Department's budget. This figure has not increased since 2008/09, reflecting the absorption of increased costs by efficiency measures within MEAS. Any additional funding requirements for work over and above this budget will be funded from departmental resources, including the relevant planning application fee, subject to the Acting Director of Regeneration, Housing and Planning's delegated powers.

12.2 The contract commitment is time-limited to 31st March 2013, reflecting the need to reconsider the provision of joint services to the sub-region in the future.

12.3 The funding agreement sought by this report does not include contributions towards the preparation of the Joint Merseyside Waste Development Plan Document, for which Cabinet made provision at its 30th June 2005 meeting (Minute 80 refers).

12.4 There are no additional IT, staffing or asset management implications arising from this report.

13.0 LEGAL IMPLICATIONS

13.1 If Cabinet agrees to the continuation of the MEAS contract, the Director of Law, Human Resources and Asset Management has delegated powers to sign the contract with Sefton Council.

14.0 EQUALITIES IMPLICATIONS

14.1 There are no specific implications in this report for equal opportunities, including women, ethnic minorities or the elderly.

14.2 An Equality Impact Assessment (EIA) is not required

15.0 CARBON REDUCTION IMPLICATIONS

15.1 .There are no implications arising directly from this report.

16.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

16.1 The services provided by MEAS support statutory functions in development management and development planning. Without such expert and specialist advice, the Council would be at risk of making unsound decisions.

REPORT AUTHOR: **Richard Lewis**
Investment Strategy Manager
telephone: 0151 691 8222
email: richardlewis@wirral.gov.uk

REFERENCE MATERIAL

(i) Localism Act, November 2011

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Cabinet	10th December 2008
Cabinet	4th February 2010
Cabinet	4th November 2010

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	<i>LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL – ANNUAL MONITORING REPORT</i>
WARD/S AFFECTED:	<i>ALL</i>
REPORT OF:	<i>ACTING DIRECTOR OF REGENERATION, HOUSING AND PLANNING</i>
RESPONSIBLE PORTFOLIO HOLDER:	<i>REGENERATION & PLANNING STRATEGY - COUNCILLOR PHIL DAVIES</i>
KEY DECISION?	<i>YES</i>

1.0 EXECUTIVE SUMMARY

- 1.1 This report seeks Cabinet approval for a statutory Annual Monitoring Report, which reports on the impact of land use planning policies and the preparation of local plans, to be submitted to the Secretary of State. There is no requirement for public consultation but copies of the Report must be made available for public inspection on the Council's website.

2.0 RECOMMENDATION/S

- 2.1 That the Local Development Framework Annual Monitoring Report for 2010/11, 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.

3.0 REASON/S FOR RECOMMENDATION/S

- 3.1 To enable the Council to meet the statutory requirement to submit an Annual Monitoring Report to the Secretary of State by 31 December 2011.

4.0 BACKGROUND

- 4.1 Section 35 of the Planning and Compulsory Purchase Act 2004 requires the Council to make an annual report to the Secretary of State on the progress made in implementing the Council's Local Development Scheme (which sets out the timetable for the preparation of Local Development Documents) and 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 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.
- 4.2 Annual Monitoring Reports must also provide a list of local development orders made under Section 61A of Town and Country Planning Act 1990, setting out the reason for the order, its actual effects, and a record of any revocations.
- 4.3 The draft Annual Monitoring Report for Wirral for 2010/11 is attached to this report.

5.0 KEY ISSUES

- 5.1 This year's Annual Monitoring Report has been prepared in a context of significant changes in national approach, in line with the removal of data burdens placed on councils and the wider Localism agenda.
- 5.2 The Government has already withdrawn national guidance on good practice and have removed the need to report on a series of National Core Output Indicators.
- 5.3 Further amendments are also being proposed through the Localism Bill and amendments to national Regulations. This is, therefore, expected to be the last time that the Annual Monitoring Report is presented in the current annual format and the last time that it will have to be formally submitted to the Secretary of State.
- 5.4 Until the full package of these changes has been enacted, the format of the information provided in previous Annual Monitoring Reports has been maintained. This includes the retention of the Regional Spatial Strategy, which will not be formally abolished until after the Localism Bill is enacted towards the end of 2011, for indicators to 31 March 2011. The latest indication is that abolition is unlikely to occur before February 2012.
- 5.5 The Government has also proposed national changes to Local Development Schemes, which will also no longer need to be submitted to the Secretary of State but will in future need to be maintained alongside continuously updated information.

6.0 DEVELOPMENT MONITORING

- 6.1 In terms of the findings of this year's Annual Monitoring Report, the majority of the indicators continue to reflect the scale and local impact of the national recession.
- 6.2 The amount of completed employment floorspace has continued to be low but has improved to 5.9 hectares and 13,785 square metres (20 projects) compared to 0.5 hectares and 2,223 square metres (4 projects) in 2009/10. Long term annual average take up over the previous ten years (1999/00 to 2008/09) was 9.4 hectares and 27,150 square metres (12 projects).
- 6.3 The amount of completed retail floorspace was a third lower than in 2009/10. A number of major projects, such as Morrisons at New Brighton and Asda in Birkenhead, were however still classified as under construction at the end of the reporting period.
- 6.4 The delivery of new homes has slowed considerably in response to market conditions with only 272 dwellings completed in 2010/11 compared to the market peak of 820 in 2007/08. The net figure of 97 for 2010/11 was, again,

well below the annual average target of 500 net additional dwellings set out in the Regional Spatial Strategy. Gross completions have continued to be mainly supported by public programmes including HMRI and the National Affordable Housing Programme.

- 6.5 The supply of land with planning permission has also reduced by 321 units since March 2010, to 3,082 units at March 2011, which reflects the lower number of planning applications being submitted and the number of consents that have been allowed to lapse by developers and landowners.
- 6.6 The Council's Strategic Housing Land Availability Assessment (SHLAA) from April 2008 showed additional sites with a remaining capacity of 2,582 units identified as deliverable within the first five years (Cabinet 2 September 2010, Minute 121 refers). A considerable part of the ongoing supply of sites was associated with Wirral Waters. The draft Annual Monitoring Report shows that development has since started on 31 sites (224 dwellings) and a further 77 (364 dwellings) have now gained planning permission.
- 6.7 A combination of the recession, the continued backlog against the Regional Spatial Strategy annual target and level of planned demolitions means that an initial assessment of the Council's immediately deliverable housing land supply is now 4 years. Whilst this is clearly below the expected 5 year supply, it is a common position being experienced by many local authorities, as a result of the recession and does not reflect an unwillingness on the part of local authorities to grant planning permission for new housing.
- 6.8 An update of the SHLAA, to April 2011, is currently subject to independent viability testing and will be reported to Cabinet early in the New Year.

7.0 PLAN PREPARATION

- 7.1 The latest Local Development Scheme for Wirral was approved by Council in February 2010 (Minute 97 refers).
- 7.2 The Scheme has not been revised, pending the outcome of the emerging changes proposed through the Localism Bill and revised national Regulations, which include a further simplification of plan-making procedures and new flexibilities for the preparation of "Local Plans" (the new name for Local Development Frameworks).
- 7.3 A new test of soundness is also to be included alongside revised national policies within the emerging National Planning Policy Framework which was reported to Cabinet on 22 September 2011 (Minute 124 refers). The final Framework is expected to be published by the Government in April 2012.
- 7.4 Progress on the preparation of the **Core Strategy** for Wirral was last reported to Cabinet on 21 July 2011 (Minute 80 refers). The further work agreed on housing, employment and retail updates is currently underway and additional consultation on the emerging Settlement Area Policies is expected to take place early in the New Year, with a view to publishing a Proposed Submission Draft Core Strategy towards the middle of 2012.
- 7.5 The target date for the adoption of the final Core Strategy is now expected to be July 2013. This is slightly longer than the timetable indicated in July, to reflect progress on the evidence base studies and to enable the necessary statutory assessments to be prepared. Whilst this is likely to be after the commencement of the new planning regime through the Localism Bill, it is

critical that the Council puts in place a sound Core Strategy, which will provide the local planning context for the Borough. This will also enable the Proposed Submission Draft to take full account of the forthcoming changes to national policy and legislation.

- 7.6 The preparation of **site-specific Site Allocations** will follow the completion of the Core Strategy. These allocations will provide the spatial expression of the Core Strategy's policies and show how the Council will deliver new development.
- 7.7 The **Joint Waste Development Plan Document for Merseyside and Halton**, approved by Council on 17 October 2011 (Minute 46 refers) will be published in November 2011 prior to submission to the Secretary of State for public examination in February 2012. The target date for the adoption of the final document is now expected to be December 2012.
- 7.8 Devonshire Park Residents Association (Prenton Ward), Hoylake Village Life (Hoylake and Meols Ward) and the Central Liscard Area Residents Association (Liscard Ward) have now been awarded national status as pilot areas for the preparation of new-style **Neighbourhood Development Plans**. Initial community consultation was undertaken at Devonshire Park during September 2011.

8.0 FUTURE MONITORING ARRANGEMENTS

- 8.1 National proposals contained within the Localism Bill and draft Regulations indicate that future monitoring will no longer need to be presented in a single annual report but that monitoring data will need to be made publically available as soon as it becomes available to the Council.
- 8.2 The Government also intends to change the scope of the new monitoring system to include details about any new-style neighbourhood development plans and orders; information on the receipt and use of any funds collected under the Community Infrastructure Levy; and any action taken with another authority under the new "duty to cooperate".
- 8.3 The Council's response to consultation on the revised national Regulations was reported to Cabinet on 22 September 2011 (Minute 124 refers).

9.0 RELEVANT RISKS

- 9.1 Failure to submit an Annual Monitoring Report to the Secretary of State within the statutory deadline of 31 December would currently place the Council in breach of a statutory duty under the Planning and Compulsory Purchase Act.

10.0 OTHER OPTIONS CONSIDERED

- 10.1 The submission of an annual report is still a statutory duty. A full review of the detailed content and format of the Annual Monitoring Report for 2010/11 is not considered to be appropriate until the full package of national changes has been enacted, which is not currently expected to take place until early 2012.

11.0 CONSULTATION

- 11.1 There is no requirement for public consultation on the content of the Annual Monitoring Report, which is a factual statement of progress during the previous

monitoring year. Copies of the Annual Monitoring Report must, however, be made available for public inspection on the Council's website.

11.2 The scope of future annual monitoring reports, in addition to any statutory requirements, will be subject to public consultation as part of the preparation of the Core Strategy, which will include a series of indicators for monitoring delivery.

11.3 A series of 14 indicators have already been included in the monitoring framework for the Joint Waste Development Plan Document for Merseyside and Halton approved for publication by Council on 17 October 2011, which will be confirmed following public examination during 2012.

12.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

12.1 There are no implications for voluntary, community and/or faith groups.

13.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

13.1 There are no financial implications arising from this report.

13.2 The Annual Monitoring Report is prepared by the Forward Planning Section of the Council's Strategic Development Service using existing resources.

13.3 Future requirements for the more timely publication of local statistics can be met from within existing resources but will require changes to the process for reporting and presenting information through the Council's website, which will need to be the subject of a further report to Cabinet once the Localism Bill is enacted.

14.0 LEGAL IMPLICATIONS

14.1 Section 35 of the Planning and Compulsory Purchase Act requires every local planning authority in England to submit an annual report to the Secretary of State by 31 December each year. Copies of the submitted Annual Monitoring Report must be made available for public inspection on the Council's website.

15.0 EQUALITIES IMPLICATIONS

15.1 The Annual Monitoring Report includes information on indicators related to population, housing, economic activity, social conditions and the latest national Index of Multiple Deprivation for England.

15.2 Equality Impact Assessment (EIA)

(a) Is an EIA required? No

16.0 CARBON REDUCTION IMPLICATIONS

16.1 The Annual Monitoring Report includes information on indicators relating to development rates, travel patterns, environmental quality, energy, minerals and waste management.

17.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

17.1 The Annual Monitoring Report includes information on recorded outcomes arising from the application of national, regional and local planning policies and local planning decisions in Wirral. The report does not have any community safety implications.

REPORT AUTHOR: **Laura Myles**
Planning Officer
telephone: 0151 691 8225
email: lauramyles@wirral.gov.uk

APPENDICES

Draft Annual Monitoring Report 2010/11
Draft Housing Land Schedule (April 2011)

REFERENCE MATERIAL

None

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Cabinet – Annual Monitoring Report 2007/08	10 December 2008
Cabinet – Annual Monitoring Report 2008/09	9 December 2009
Cabinet – Annual Monitoring Report 2009/10	25 November 2010

Local Development Framework for Wirral - Annual Monitoring Report 2011

1 Executive Summary	2
2 Introduction	5
3 Policy Context	6
4 Monitoring Policy Implementation	14
5 Monitoring Plan Preparation	40
6 Emerging Issues	47
7 Glossary	50
8 Appendices	58

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 seventh Annual Monitoring Report for Wirral, covering the period of twelve months ending on 31 March 2011. Changes to be introduced through the Localism Bill mean that this could be the last time that monitoring information is presented in the format of a single annual report.

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.

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

Population

1.7 The latest national statistics estimate that 308,800 people were resident in Wirral in mid-2010, a slight increase of 300 people since mid-2009, with a continued increase in the number of retired people.

Economy and Retail

1.8 Economic activity within the local population fell back to 71% in 2010 and the number of residents who were economically inactive increased to 54,400 people. 40,530 working age residents were claiming key benefits in February 2011 but the number of residents claiming Job Seekers Allowance had increased to 8,919 people in July 2011.

1.9 The overall amount of completed employment floorspace was six times higher than in 2009/10 but was still less than half the level completed during 2008/09. A major warehouse development of over 18,500 square metres was, however, still under construction at the end of the reporting period.

1.10 The amount of completed retail floorspace was a third lower than in 2009/10 but a number of major projects were still under construction⁽¹⁾. By contrast, the amount of new completed leisure floorspace had almost reached the total for 2007/08, after no completions were recorded in 2009/10.

1.11 The majority of new retail and leisure projects were, however, continuing to take place outside existing town centres.

Housing

1.12 Gross housing completions reduced further from 340 in 2009/10 to 272 in 2010/11. Net performance was also affected by an increase in the number of demolitions, to 175 in 2010/11.

1.13 The proportion of dwellings completed on previously developed land continued to exceed the regional target of 80%. Over half the dwellings completed were within the Newheartlands Housing Market Renewal Pathfinder Area and the number of affordable housing completions increased to 159 units in 2010/11.

1.14 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 only two-thirds were within 30 minutes public transport time of a hospital.

1.15 An annual average of 653 net additional dwellings would now be needed to reach the Regional Spatial Strategy target of 9,000 new homes by 2021. Initial indications are that completions will continue to run below the level anticipated in the Regional Spatial Strategy until the market recovers.

Environment and Resources

1.16 Twelve public open spaces, again, obtained a Green Flag Award in 2011.

1.17 The Environment Agency submitted only one objection to a planning application on issues related to flood risk, which was approved subject to appropriate conditions.

1.18 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 40% in 2010/11.

1 including Aldi in Moreton; Morrisons in New Brighton and Asda in Birkenhead

Monitoring Plan Preparation

1.19 Consultation on the Preferred Options for the Core Strategy Development Plan Document, which took place in November 2010, was reported in July 2011. Consultation on Settlement Area Policies will be undertaken in early 2012, with a Proposed Submission Draft Core Strategy published in mid-2012. The target date for the adoption of the Core Strategy is now July 2013.

1.20 A Site Allocations Development Plan Document will be prepared following the adoption of the Core Strategy.

1.21 Consultation on the Preferred Options for the Joint Waste Development Plan Document for Merseyside and Halton took place in May 2010 and on additional sites in May 2011. A Proposed Submission Draft Waste DPD will be published in November 2011. The target date for adoption is now December 2012.

1.22 Three local community groups have now been awarded national status as Neighbourhood Planning "Front Runners" - Devonshire Park Residents Association, Hoylake Village Life and Central Liscard Area Residents Association.

Questions and Comments

1.23 Any questions and comments on the data or analysis provided in this Annual Monitoring Report should be directed to Laura Myles in the Regeneration, Housing and Planning 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.

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

2 Introduction

Background

2.1 This document is the seventh 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 2011 but also includes more up-to-date information where this is available.

2.4 National changes to be introduced through the Localism Bill mean that this could be the last time that monitoring information is presented in this format. In future, the Council is likely to be required to publish monitoring information as soon as it becomes available rather than in a single annual report.

Contents

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

2.6 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.

2.7 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.

2.8 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.

3.2 Local policies and initiatives are strongly influenced by national legislation and by national planning policies.

3.3 The Government is currently proposing to change the national planning system through the Localism Bill and related changes to national Regulations⁽²⁾ and has consulted on a new National Planning Policy Framework⁽³⁾.

The Development Plan for Wirral

3.4 The statutory Development Plan for the Metropolitan Borough of Wirral comprises:

- the Regional Spatial Strategy for the North West, issued by the Secretary of State in September 2008⁽⁴⁾; and
- the Unitary Development Plan for Wirral, adopted by the Council in February 2000⁽⁵⁾.

3.5 The Localism Bill includes proposals to abolish Regional Strategies, which is not expected to take place until early in 2012.

3.6 In the meantime, the Regional Spatial Strategy remains a material consideration in future planning decisions and must continue to be taken into account in plan making.

Regional Spatial Strategy

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

2 the background to the proposals can be viewed at

<http://www.communities.gov.uk/localgovernment/decentralisation/localismbill/>

3 the consultation documents can be viewed at

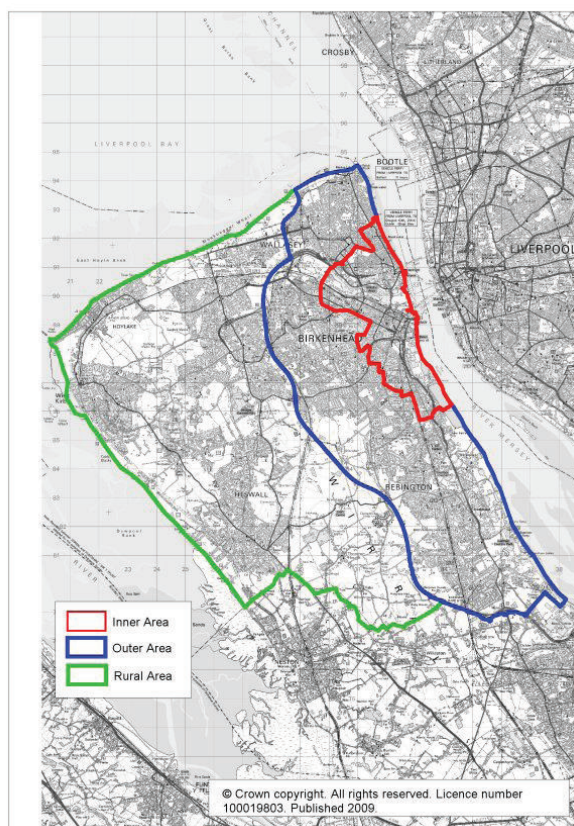
<http://www.communities.gov.uk/publications/planningandbuilding/draftframework>

4 the North West of England Plan Regional Spatial Strategy to 2021 (Government Office for the North West, September 2008) can be viewed at

<http://webarchive.nationalarchives.gov.uk/20100528142817/http://www.gos.gov.uk/497468/docs/248821/RSSlowresolution>

5 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>.



Picture 3.1 RSS Areas

3.8 The regional priorities for the sub-region are the Regional Centre of Liverpool and the surrounding Inner Areas. In Wirral, the key priorities include:

- **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.

3.9 Once RSS has been revoked, local decisions will need to be guided by the Unitary Development Plan, until local priorities are re-set as part of the emerging Local Development Framework.

Unitary Development Plan

3.10 The Unitary Development Plan for Wirral (UDP) 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.

3.11 The UDP will be progressively replaced by the 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.

3.12 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⁽⁶⁾.

Local Development Framework

3.13 The following 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

3.14 The Localism Bill proposes to introduce a number of changes to the system for preparing Local Development Frameworks, which will in future be called "Local Plans".

Liverpool City Region Structures

3.15 Local authorities across Merseyside and the surrounding areas work together as part of a sub-regional collective which includes 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; Employment Strategy; Housing Strategy; Low Carbon Economy Strategic Plan; and Visitor Economy Management Plan have already been agreed to provide a consistent framework through which sub-regional priorities can be delivered. The councils have also worked together on joint evidence base studies and are preparing a Joint Waste Development Plan Document for Merseyside and Halton.

6 The Direction can be viewed at www.wirral.gov.uk/downloads/1856

3.17 An Overview Study, to look at the wider pattern of supply and demand for housing and employment across local authority boundaries, was completed in May 2011.

3.18 A Spatial Priorities Plan is being considered, to set out the parameters for future cross-boundary working following the abolition of the Regional Strategies.

Local Enterprise Partnership

3.19 Proposals for a Liverpool City Region Local Enterprise Partnership (LEP) were approved in October 2010, to consider matters related to economic regeneration, housing and transport, as well as support for the delivery of major projects and accelerating business development. The shadow LEP is currently considering its priorities, structure and potential delivery models.

Wirral Sustainable Community Strategy

3.20 The Sustainable Community Strategy (SCS) prepared by the Wirral Partnership was adopted by the Council in May 2009⁽⁷⁾.

3.21 The SCS sets out how statutory agencies, the private sector and the community and voluntary sectors will work collectively to deliver six strategic aims:

- 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; and
- sustainable, appropriate housing for all.

3.22 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 the most affluent and most deprived communities in Wirral, in terms of health, education and crime.

3.23 A series of eleven Area Forum Neighbourhood Plans will be completed, following extensive public consultation, in October 2011. These plans will establish how the Council should focus its resources and how it should deliver local services to improve the area. They are not local land use plans, which are being brought forward on a trial basis as Neighbourhood Development Plans in 3 areas.

Wirral Council Corporate Plan 2011-2014

3.24 The Council's latest Corporate Plan was approved in March 2011, with targets including re-balancing the local economy, attracting new investment and increasing the involvement of voluntary, community and faith sector organisations, under the headings of Your Family, Your Neighbourhood, Your Economy and Your Council⁽⁸⁾.

Wirral Investment Strategy

3.25 Wirral's Investment Strategy, originally published in 2007, recognised that a successful economy is fundamental to the Borough's future prosperity and to achieve social equity outcomes. The Strategy aimed to deliver a Borough founded on a strong, vibrant economy, with high levels of employment and investment, where businesses flourish and all Wirral residents have the skills and opportunities to work.

3.26 The original Strategy and evidence base has been reviewed and updated, through in-depth consultation with the businesses community and strategic partners, against the backdrop of changing economic conditions and a rapidly shifting national policy landscape.

3.27 The refreshed Strategy sets out how the Council and its partners will drive economic growth and increase investment in Wirral over the next five years, including the key programmes and projects that will form the direction of travel to 2016⁽⁹⁾. It also sets out key principles to build on the significant progress made over the last four years, to further enhance the responsiveness of the Council to working in partnership with key private sector partners to achieve maximum value from the investment made in economic regeneration.

3.28 The Strategy sets out a number of drivers that will be used to develop the employment and entrepreneurial skills of Wirral people, to make Wirral the most business friendly place to invest and locate, focused on three themes: People; Place and Business, to form the basis of a clear, delivery focused Investment Prospectus that will:

- provide a strategic context for guiding regeneration and co-ordinating investment in Wirral;
- set a clear vision and programme of activity to further enhance partnership with the private sector;
- drive investment marketing;
- ensure that economic growth is linked to supporting local people into employment; and
- align with existing and emerging key policies and initiatives.

8 The Corporate Plan 2011-14 can be viewed at <http://www.wirral.gov.uk/downloads/3121>

9 The Wirral Investment Strategy 2011-2016 can be viewed at <http://www.wirral.gov.uk/downloads/3548>

3.29 The key priorities of the refreshed Strategy include a commitment to:

- tackle barriers to work and low skills in parts of Wirral and within disadvantaged groups;
- increase the number of jobs and employment opportunities for Wirral residents;
- ensure young people have excellent skills and opportunities for employment;
- ensure that economic growth is linked to tackling worklessness;
- promote and expand the portfolio of high quality employment sites;
- support the development of key sectors by facilitating investment into specific key projects, such as infrastructure for offshore wind;
- continue to improve the interface with the private sector to attract key investment;
- maximise available resources by co-ordinating business support services through an Investment Support Services Framework delivered by Invest Wirral;
- enable an increasing role for social enterprise in the Wirral economy;
- play a lead role in promoting Wirral as an investment location on an international stage, to support Wirral businesses to access new markets and opportunities; and
- attract and support the development of successful businesses, particularly in key growth sectors.

Interim Planning Policy for New Housing Development

3.30 The Council initially adopted an Interim Planning Policy for New Housing Development in December 2003 in response to the spatial priorities set out in Regional Planning Guidance for the North West (RPG13, March 2003). The Interim Planning Policy was further revised in October 2005 to more strongly focus new housing development into identified regeneration priority areas, including the Newheartlands Housing Market Renewal Pathfinder Area⁽¹⁰⁾.

3.31 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 initial proposals 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 Housing Market Renewal Pathfinder

3.32 Newheartlands was a long term national 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, included parts of Bidston, Birkenhead, Liscard, Tranmere and Seacombe.

10 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/2003-12/Agenda/ERCS051013REP4C_17940.jpg



Picture 3.2

3.33 While national Housing Market Renewal Initiative funding ceased prematurely in March 2011, the objectives of housing market renewal continue to form a prominent part of the Council's Housing Strategy and the Council's ongoing Housing Investment Programme is based on the completion of previous priorities and initiatives in Birkenhead, Rock Ferry, Tranmere and Wallasey⁽¹¹⁾.

Mersey Heartlands Growth Point

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

11 the Wirral Housing Strategy 2011-2026 can be viewed at <http://www.wirral.gov.uk/downloads/3590>

3.35 The Programme of Development, submitted to the Government in October 2008, showed the capacity to deliver up to 19,110 new dwellings (gross) and to raise the Borough's housing delivery to 600 net new dwellings each year between April 2008 and March 2017. National Growth Point funding also ceased in March 2011.

3.36 The Growth Point included "Wirral Waters", which has the potential to deliver up to 20,700 new jobs and up to 25,000 new dwellings over a thirty year period. A Strategic Regeneration Framework for the emerging proposals was set out in partnership with Peel Holdings and an Integrated Regeneration Study for Birkenhead and Wirral Waters was commissioned to produce a single comprehensive spatial regeneration plan to inform the emerging Core Strategy Development Plan Document⁽¹²⁾.

3.37 Planning applications for up to 15,100 dwellings and over half a million square metres of mixed commercial floorspace have already been approved at East Float. A 228,300 square metre International Trade Centre has now also been approved at the West Float within Birkenhead Docks and the Council remains committed to promoting the area for large scale, mixed-use, private sector-led regeneration at the heart of the older urban area.

3.38 A large part of this area will now form part of the proposed Mersey Waters Enterprise Zone, announced by the Government in March 2011.

3.39 A Green Infrastructure Investment Framework is being developed by the Forestry Commission, Mersey Forest and Groundwork Merseyside, to set the scene for Wirral Waters within the surrounding areas over the next three years.

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

4 Monitoring Policy Implementation

4.1 This section of the AMR 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 locally collected statistics.

4.2 The Government has recently amended the list of data that local government is expected to provide and the need to report on the delivery on National Core Output Indicators has been withdrawn. For consistency, the data provided in this section of the AMR has however retained the format provided over previous years, wherever possible.

4.3 Future indicators will now be set through consultation on the emerging Core Strategy DPD and Joint Waste DPD for Merseyside and Halton.

4.4 An fuller overview of the main characteristics of the Borough is contained within the Revised Spatial Portrait for the emerging Core Strategy DPD, which was subject to public consultation in November 2010⁽¹³⁾.

Population

4.5 Wirral's population has declined from 355,800 in 1971. The ONS Mid-Year Estimate for 2010 shows a slight increase from 308,500 in mid-2009 to 308,800 in mid-2010⁽¹⁴⁾. The latest ONS 2008-based population projections expect the population to decrease to 303,700 by 2033:

People (Thousands)	2008	2013	2018	2023	2028	2033	% change 2008-2033
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

4.6 The latest national household projections expect the number of households to increase to 144,000 in 2033, significantly lower than previous projections⁽¹⁵⁾.

Households (Thousands)	2008	2013	2018	2023	2028	2033	% change 2008-2033
Wirral	135.0	136.0	139.0	141.0	143.0	144.0	6.6%
Merseyside	581.0	595.0	611.0	625.0	638.0	648.0	11.5%

Table 4.2 Household Projections

13 The Revised Spatial Portrait can be viewed at <http://www.wirral.gov.uk/downloads/2748>

14 Mid-Year Population Estimates 2010 (ONS 2011)

15 CLG 2008-based household projections (November 2010)

4.7 Table 4.3 shows how the demographic structure has changed since 2002⁽¹⁶⁾.

Mid Year Population (Wirral)	Young People (0-15 years)	Working Age (males 16-64 & females 16-59) ⁽¹⁷⁾	Retired (males 65 & over & females 60 & over)
2010	58,700	180,600	69,600
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

Social Context

4.8 Almost a third of the Wirral population lives in areas ranked as having some of the greatest social, economic and environmental needs. 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 shows the spatial distribution of need from the Index of Multiple Deprivation in England 2010.

4.9 There is still 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⁽¹⁸⁾.

4.10 84% of 15 year olds achieved five or more A*-C GCSEs in 2011, ahead of the national average of 79%⁽¹⁹⁾.

4.11 Wirral has the lowest rate of recorded crime per thousand people on Merseyside, which decreased further by 12% during the year to 2011. Rates of burglaries, violent crimes, robberies and vehicle crimes are also among the lowest in the country⁽²⁰⁾. Crime rates are, however, disproportionately higher in some areas.

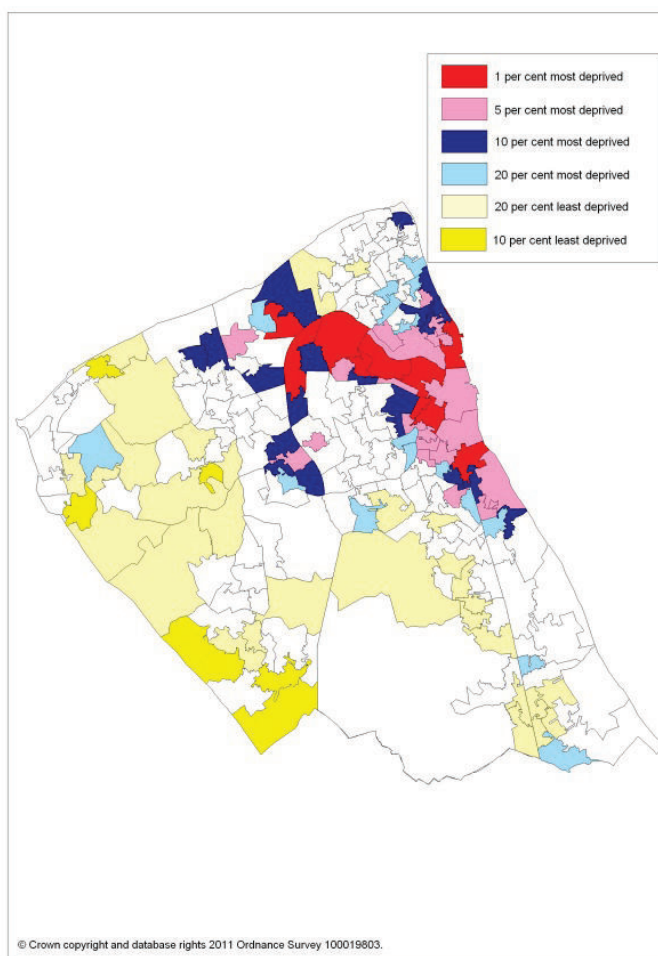
16 ONS Mid-2010 Population Estimates: Selected Age Groups for Local Authorities in the United Kingdom, Table 8b. The estimated resident population was re-based in 2006

17 the ONS figure for males and females 16-64 in 2010 was 190,900

18 Wirral Compendium of Health Statistics (NHS Wirral 2011)

19 GCSE and Equivalent Results in England, 2010/11 (DCSF, 2011)

20 Local Authority Areas: Recorded Crime for Seven Key Offences and Recorded Crime BCS comparator 2009-10 to 2010-11 (Home Office, 2011)



Picture 4.1 Pattern of Multiple Deprivation

Economy

4.12 The general economic context in Wirral continues to be characterised by relatively poor economic performance.

GVA per Capita (£)	1997	2003	2004	2005	2006	2007	2008	Change 2007-2008 ⁽²¹⁾
Wirral	7,666	10,153	10,514	10,638	10,889	11,297	11,478	1.6%
Merseyside	8,783	12,107	12,565	12,917	13,492	14,226	14,698	3.3%
North West	11,027	14,526	15,164	15,594	16,317	17,155	17,604	2.6%
UK	12,682	17,044	17,896	18,538	19,538	20,525	21,103	2.8%

Table 4.4 Gross Value Added (GVA)

4.13 GVA per capita in Wirral continues to lag behind national, regional and sub-regional averages⁽²²⁾.

Total Employees (2008)	Full Time (percentage) ⁽²³⁾	Part Time (percentage) ⁽²⁴⁾	Job Density ⁽²⁵⁾
Wirral	63.0%	37.0%	0.57
Merseyside	66.4%	33.6%	0.67
North West	69.1%	30.9%	0.75
Great Britain	68.8%	31.2%	0.78

Table 4.5 Total Employees

4.14 The most recent data shows 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⁽²⁶⁾. The ratio of total jobs to the working-age population (job density) is considerably lower than national, regional and sub-regional averages⁽²⁷⁾.

Percentage of Employee Jobs (2010)	Wirral MBC	Merseyside	North West	Great Britain
Agriculture, forestry & fishing	0.1%	0.1%	0.5%	0.8%
Mining, quarrying & utilities	1.3%	0.8%	1.1%	1.3%
Manufacturing	8.7%	7.1%	10.3%	8.8%
Construction	4.1%	3.7%	4.5%	4.4%
Motor trades	1.7%	1.4%	1.8%	1.8%
Wholesale	2.0%	2.4%	3.8%	4.1%
Retail	11.8%	11.2%	10.7%	10.3%
Transport & storage	2.8%	4.4%	4.5%	4.6%
Accommodation & food services	6.0%	6.9%	6.7%	6.7%
Information & communication	1.2%	1.8%	2.4%	3.7%
Financial & insurance	1.4%	3.3%	3.3%	3.9%
Property	1.2%	1.1%	1.1%	1.4%
Professional scientific & technical	6.5%	5.2%	6.5%	6.9%
Business admin & support	6.4%	7.0%	7.9%	8.0%
Public admin & defence	6.2%	8.9%	6.1%	5.8%
Education	11.7%	10.7%	9.2%	9.6%
Health	21.4%	19.2%	14.7%	13.3%
Arts, entertainment, recreation etc	5.4%	4.9%	4.7%	4.6%

Table 4.6 Employee Jobs by Industry

22 ONS Headline GVA Per Head at Current Basic Prices 2008, Table 3:2

25 Nomis ONS Jobs Density 2009 (including employees, self-employed, Government-supported trainees and HM Forces)

24 Nomis ONS Annual Business Inquiry Employee Analysis, Employee Jobs (excluding 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)

26 ONS Annual Business Inquiry 2008 (Employee Analysis)

27 ONS Job Density (2009)

4.15 Wirral has a high reliance on service-related employee jobs, with a higher than average proportion of employee jobs in health, retail, education and public administration. Tourism-related jobs are now counted within arts, entertainment and recreation and accommodation and food services and can no longer be separately identified.

4.16 Latest figures show a total of 6,760 VAT registered and/or PAYE based enterprises in Wirral in 2010, which represents almost a quarter (24%) of all VAT registered and/or PAYE based enterprises in Merseyside⁽²⁸⁾.

Percentage of Working Age Population (2009)	Economically Active	In Employment (employees)	In Employment (self-employed)	Economically Inactive
Wirral	71.3%	56.9%	7.9%	28.7%
Merseyside	72.1%	57.8%	6.3%	27.9%
North West	74.9%	60.3%	8.0%	25.1%
Great Britain	76.2%	60.8%	9.1%	23.8%

Table 4.7 Economic Activity

4.17 Economic activity in Wirral has fallen back from 75.3% in 2008. By 2010, 138,500 people were classified as economically active, with 128,000 people in employment including 16,200 self employed. The number of people who were economically inactive increased from 53,500 in 2009 to 54,400 in 2010⁽²⁹⁾.

Average Household Income (£)	2005	2007	2009	2010
Wirral	£28,326	£31,232	£34,452	£33,172
Sefton	£29,018	£30,932	£30,659	£32,929
St Helens	£27,868	£30,795	£30,223	£32,331
Liverpool	£25,251	£28,239	£26,380	£29,283
Knowsley	£25,238	£28,286	£28,143	£29,312
United Kingdom	£31,000	£33,706	£35,000	£35,299

Table 4.8 Household Incomes

28 UK Business: Table B1.3. (ONS 2010)

29 ONS Annual Population Survey 2010 (NOMIS)

4.18 Although average household incomes continued to be among the highest in Merseyside, the average household income in Wirral has declined by 3.7% since 2009⁽³⁰⁾.

Average Weekly Earnings	Gross Weekly Pay by Workplace (Full-time Workers)			Gross Weekly Pay by Residence (Full-time Workers)		
	2008/09	2009/10	2010/11	2008/09	2009/10	2010/11
Wirral	£420.00	£406.20	£414.80	£452.50	£482.70	£507.80
Merseyside	£447.30	£460.60	£469.60	£441.60	£452.60	£472.60
North West	£450.20	£460.00	£467.10	£451.30	£460.20	£471.20
Great Britain	£479.10	£490.00	£500.40	£479.30	£491.00	£501.80

Table 4.9 Gross Weekly Pay

4.19 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⁽³¹⁾.

Claimants (Percentage of Working Age Population)	Key Benefit Claimants (May 2008) ⁽³²⁾	Key Benefit Claimants (February 2009) ⁽³³⁾	Key Benefit Claimants (February 2010) ⁽³⁴⁾	Key Benefit Claimants (February 2011) ⁽³⁵⁾
Wirral	20.8%	22.7%	21.8%	21.2%
Merseyside	22.5%	22.7%	23.2%	22.6%
North West	17.3%	19.1%	18.4%	17.8%
Great Britain	13.9%	15.6%	15.1%	14.7%

Table 4.10 Key Benefits Claimants

4.20 In February 2011, 40,530 working age residents in Wirral were claiming one or more key benefits, down by 2.5% since February 2010 but still ahead of national and regional averages⁽³⁶⁾.

30 CACI Income Data, 2010

31 ONS Annual Survey of Hours and Earnings (NOMIS, September 2011)

35 Nomis DWP Benefit Claimants Working Age Client Group (February 2011)

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

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

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

36 key benefits include bereavement benefit, carers allowance, disability living allowance, incapacity benefit, severe disablement allowance, income support, jobseekers allowance and widows benefits

Claimants (Percentage of Working Age Population)	JSA Claimants (October 2008) ⁽³⁷⁾	JSA Claimants (September 2009) ⁽³⁸⁾	JSA Claimants (August 2010) ⁽³⁹⁾	JSA Claimants (July 2011) ⁽⁴⁰⁾
Wirral	3.7%	5.6%	4.5%	4.7%
Merseyside	4.5%	6.3%	5.4%	5.7%
North West	3.0%	4.7%	4.0%	4.3%
Great Britain	2.6%	4.1%	3.6%	3.8%

Table 4.11 JSA Claimants

4.21 By July 2011, 8,919 people in Wirral were actively seeking work as claimants for Jobseekers' Allowance, an increase of 3.2% since August 2010. The highest numbers of claimants continued to be 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
Offices	275	281	283	283
Industrial	1,170	1,070	1,070	1,006
Warehousing	481	476	478	493
Total	1,827	1,827	1,831	1,782

Table 4.12 Business Floorspace

4.22 The most recent figures show that total business floorspace in Wirral had declined by 3% since April 2007, due to a 6% decrease in the amount of industrial floorspace (Use Class B2)⁽⁴¹⁾.

4.23 The latest Valuation Office Agency (VOA) 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 and that land values for Birkenhead and Liverpool had both decreased by at least £15k between 2008 and 2009⁽⁴²⁾.

40 Nomis ONS Jobseekers Allowance Claimants (July 2011)

39 Nomis ONS Jobseekers Allowance Claimants (August 2010)

38 Nomis ONS Jobseekers Allowance Claimants (September 2009)

37 Nomis ONS Jobseekers Allowance Claimants (October 2008)

41 The most recent figures for April 2008, were published in April 2009. CLG consulted on proposals to change the coverage and frequency of commercial and industrial floorspace statistics in February 2010. The conclusions suggested that biennial publication would be acceptable, although a greater geographic disaggregation would be preferred. The next release of data for commercial and industrial floorspace is expected in December 2011

42 VOA Property Market Report Capital and Rental Values at 1 July 2009. The VOA Property Market Report for 2010 reduced the number of locations covered and no longer includes data for Birkenhead

4.24 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 had, however, begun to move slightly ahead of national and regional averages, prior to the onset of the recession⁽⁴³⁾.

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	1,426	Nil	Nil	11,919	440	13,785
Total net completed floorspace	1,154	Nil	Nil	1,609	86	2,849
Total gross completed on previously developed land	1,426	Nil	Nil	11,919	440	13,785
Percentage on previously developed land	100%	100%	100%	100%	100%	100%

Table 4.13 Amount of Floorspace Developed by Type and on Previously Developed Land 2010/11

4.25 The year to April 2011 saw a significant increase in new employment floorspace but the total amount was still just under half that completed in 2008/09. Table 4.14 shows the changing trend over time.

Completed Floorspace (square metres)	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
Use Class B1(a)	961	4,857	8,542	3,801	8,803	275	1,426
Use Class B1(b)	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Use Class B1(c)	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Use Class B2	23,497	24,407	13,576	12,797	19,099	1,948	11,919
Use Class B8	Nil	Nil	53	Nil	Nil	Nil	440
Total Floorspace	24,458	29,264	22,171	16,598	27,902	2,223	13,785

Table 4.14 Amount of Floorspace Developed by Type (Gross)

4.26 Projects to provide 47 square metres of office floorspace (Use Class B1), 2,296 square metres of industrial floorspace (Use Class B2) and 18,544 square metres of warehouse floorspace (Use Class B8) were under construction at the end of the reporting period. All of the new warehouse floorspace is being provided by a single project in Bromborough.

Land Area (hectares)	Birkenhead Docks SRS ⁽⁴⁴⁾	WIBP SRS ⁽⁴⁵⁾	Borough Total
Allocated for B1 Uses ⁽⁴⁶⁾	0.00	0.00	1.50
Allocated for B1, B2 and B8 Uses ⁽⁴⁷⁾	0.78	23.46	84.32
Primarily Industrial Areas ⁽⁴⁸⁾	18.53	24.73	89.02
Other Land with Planning Permission ⁽⁴⁹⁾	0.00	0.00	1.41
Total	19.31	48.19	176.25

Table 4.15 Employment Land Available by Type (April 2011)

4.27 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 2011(46%).

4.28 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 4.15. There was an additional 55.85 hectares of vacant land within the Dock Estates at April 2011⁽⁵⁰⁾.

4.29 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.

4.30 An update of the forecasts contained within the Council's Employment Land and Premises Study 2009 is expected to be commissioned in November 2011.

45 Wirral International Business Park Strategic Regional Site, Bromborough

44 Designated by NWDA in July 2010

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

47 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

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

49 with planning permission for B1, B2 or B8 Uses at 31 March 2011

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

Town Centres

4.31 RSS 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.

4.32 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.

4.33 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⁽⁵¹⁾.

Use Class	Completed Floorspace (square metres)				% in Town Centres	
	Town Centre		Borough Total		Gross	Net
	Gross	Net	Gross	Net		
Use Class A1	370	260	1,603	1,236	23%	21%
Use Class A2	-	-	-	-	-	-
Use Class B1a	67	67	1,426	1,154	5%	6%
Use Class D2	1,008	1,008	3,739	3,739	27%	27%

Table 4.16 Total Amount of Floorspace for 'Town Centre Uses' 2010/11

4.34 Table 4.16 shows the total amount of new floorspace completed for 'town centre' uses during 2010/11. The majority of new Use Class A1 (retail), Use Class D2 (leisure) and Use Class B1a (office) floorspace was completed outside an existing town centre. Table 4.17 shows the changing trend over time.

Completed Floorspace (square metres)	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
Use Class A1 (gross)	4,963	5,363	2,385	10,366	967	2,484	1,603
(percentage in town centres)	36%	11%	28%	66%	63%	0%	23%
Use Class A1 (sales)	4,239	4,602	1,786	7,844	559	1,767	1,236
(percentage in town centres)	28%	8%	28%	58%	59%	0%	21%
Use Class A2 (percentage in town centres)	-	-	-	-	-	-	-
Use Class D2	522	5,594	488	4,044	1,826	-	3,739

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

Completed Floorspace (square metres)	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
(percentage in town centres)	0%	8%	34%	14%	6%	-	27%

Table 4.17 Completed "Town Centre" Floorspace 2004/05 to 2010/11

4.35 A Town, District and Local Centre Study and Delivery Framework, to guide future action within each the Borough's twenty-three existing centres (excluding Birkenhead), was completed in July 2011. A phased programme of individual centre Action Plans is now in preparation.

4.36 An update of the retail capacity figures contained within the Council's Town Centres, Retail and Commercial Leisure Study 2009 was commissioned in November 2011.

Tourism

4.37 The Council's Destination Marketing team seeks 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 Council's Destination Marketing Implementation Plan 2011 highlights the current activities planned to support these objectives.

4.38 Since the last AMR, significant changes have been made to the STEAM model used to produce tourism figures for Merseyside, to better align the figures to other parts of the North West, use locally collected data rather than national proxies and more accurately reflect Wirral's share of tourism. Table 4.18 shows an overall 3% increase in the economic impact of tourism between 2009 and 2010.

Analysis by Sector of Expenditure (£'s millions)	2009	2010	% change
Accommodation	16.10	20.34	26%
Food & Drink	43.62	43.21	-1%
Recreation	11.49	11.52	0%
Shopping	81.29	79.23	-3%
Transport	17.76	17.41	-2%
Indirect Expenditure	65.19	66.43	2%
VAT	25.54	30.05	18%
Total	260.99	268.19	3%

Table 4.18 Visitor 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. 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⁽⁵²⁾.

Dwelling Stock by Sector (number of dwellings)	Total Stock	Vacant	Percentage Vacant
Registered Social Landlord	23,074	881	3.8%
Private Sector	122,679	5,267	4.0%
Awaiting Demolition (All Tenures)		241	100.0%
Totals	145,753	6,389	4.4%

Table 4.19 Wirral Dwelling Stock (April 2011)

4.40 Wirral had 145,753 residential properties in April 2011. 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 both private sector dwellings and dwellings managed by a Registered Social Landlord were higher than the RSS target of 3%⁽⁵³⁾.

4.41 Average house prices increased by 3% in Wirral in the year to March 2011, ahead of the decline for Merseyside (2%) but lower than the increase for the rest of the North West Region (3.5%).

Average House Prices	Wirral	Merseyside	North West
Overall	£120,945	£111,866	£114,210
Detached	£272,174	£222,110	£221,908
Semi-detached	£136,635	£118,130	£116,509
Terraced	£78,668	£67,734	£68,772
Flat/Maisonette	£100,506	£113,477	£108,468

Table 4.20 Average House Prices (March 2011)

4.42 The average property price for the Borough as a whole was nearly three and a half times the average income for the Borough in March 2011⁽⁵⁴⁾.

4.43 A full review of the Council's Housing Strategy to 2026 was completed in June 2011⁽⁵⁵⁾

52 Wirral Private Sector House Condition and Home Energy Survey 2008

53 RSS Policy L3 (September, 2008)

54 Land Registry House Prices Index - Custom Reports

55 The Wirral Housing Strategy 2011-2026 can be viewed at

<http://www.wirral.gov.uk/downloads/3590>

Housing Land Supply

4.44 The Borough's gross housing land supply with planning permission at 31 March 2011 was 3,082 units, including new build and net change from conversions with planning permission, down from 3,403 units at March 2010. The proportion of units on previously developed land stood at 93%⁽⁵⁶⁾.

4.45 Table 4.21 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 2011, to take account of completions and new and lapsed planning permissions:

Source of Supply	April 2008	April 2011
Category 1 Sites - developable within five years	2,582	2,330
Category 2 Sites - deliverable within ten years	4,753	4,658
Category 3 Sites - not currently deliverable	10,639	10,608
Small Sites - below 0.4 hectares	1,091	881

Table 4.21 Capacity of Housing Land Supply (dwellings)

4.46 An initial calculation of the Five-Year Housing Land Supply at April 2011 is set out in Appendix 3 to this AMR. A full update of the Strategic Housing Land Availability Assessment, to April 2011, will report in early 2012.

Housing Requirements

4.47 Table 4.22 shows the number of additional dwellings that would be needed to meet the requirements of the Regional Spatial Strategy to 2021, at the end of March 2011:

Net Annual Average Dwelling Requirements	Total Net Housing Provision 2003-2021	Annual Average (number of net dwellings)	Net Completions (2003/04 -2010/11)	Remaining	Annual Implied Target (2011/12 -2020/21)
RSS (September 2008) Table 7.1	9,000	500	2,466	6,534	653

Table 4.22 Plan Period and Housing Targets

⁵⁶ A number of extant permissions were assessed in accordance with the earlier national definition of previously developed land, which was changed to exclude residential gardens in June 2010. Appendix 4 shows the changes in definition applied

Housing Trajectory

4.48 Gross completions continued to decline to 272 units during 2010/11, while the number of demolitions increased to 175 units for the year. The majority of demolitions continued to occur within the Newheartlands Pathfinder Area (91%).

4.49 Picture 4.2 and Table 4.23 below set out the housing trajectory for Wirral based on the annual housing requirement of 500 net additional dwellings set out in the Regional Spatial Strategy.

4.50 The trajectory shows actual net completions achieved between 2003/04 and 2010/11 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⁽⁵⁷⁾.

4.51 The trajectory assumes that the Current Five-Year Housing Land Supply of 4,247 will be delivered between 2011/12 and 2015/16. Category 1 Sites, identified in the SHLAA as developable within the first five years, have been included for the years 2011/12 to 2015/16. Category 2 Sites, identified as deliverable within years six to ten, are included for the years 2016/17 - 2020/21.

4.52 Demolitions within the Newheartlands Pathfinder Area have been based on planned demolitions for 2011/12 - 2015/16, equivalent to 150 demolitions each year over a five year period. Demolitions beyond 2015/16 are based on the average number of actual demolitions since 2003 which were not funded as part of the Housing Market Renewal Initiative, which equates to approximately 20 demolitions each year.

4.53 Demolitions outside the Newheartlands Pathfinder Area have been calculated using the median of actual demolitions between 2003/04 and 2010/11 within the RSS Outer Area and RSS Rural Area, equivalent to 50 demolitions each year.

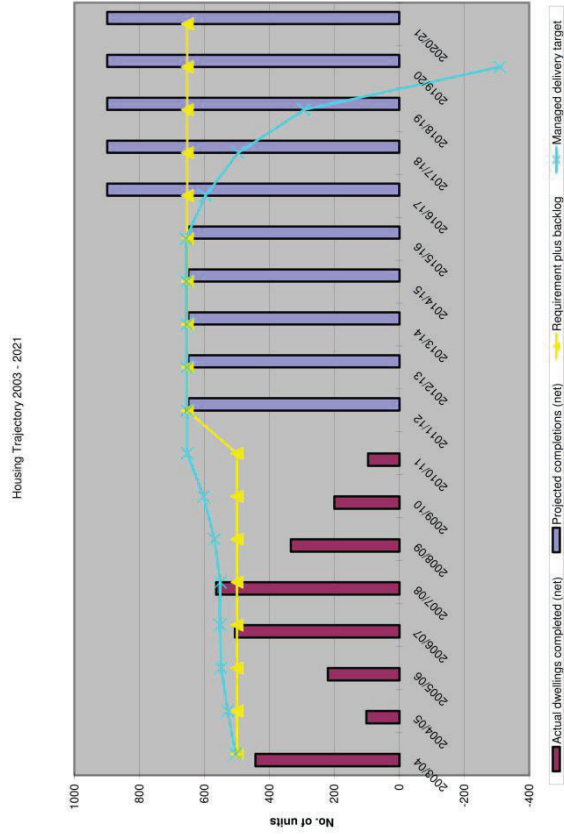
4.54 The managed delivery targets reflect the number of dwellings that would be needed each year to achieve the overall housing requirement by 2021⁽⁵⁸⁾.

57 Wirral Strategic Housing Land Availability Assessment April 2008 (Roger Tym and Partners, July 2010)

58 managed delivery targets are 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, cumulative net completions over the period 2003/04 to 2010/11 stood at 2,466. The total housing requirement for 2003-2021 is 9,000 and at April 2011 there were 10 years left of the plan period. The managed delivery target is therefore calculated as $9,000 \text{ minus } 2,466/10 = 653$. This means that to continue to meet the overall requirement by 2021, Wirral would need to register at least 653 net completions during 2011/12

	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	97	849	849	849	849	849	849	849	849	849	849	849
Projected completions (gross)									200	200	200	200	200	200	200	200	200	200	200
Projected demolitions									649	649	649	649	649	649	649	649	649	649	649
Projected completions (net)									500	500	500	500	500	500	500	500	500	500	500
RSS Target (net)	500	500	500	500	500	500	500	500	3,115	3,765	4,414	5,063	5,713	6,612	7,511	8,410	9,310	10,209	
Cumulative Completions	443	545	765	1,271	1,835	2,169	2,369	2,466	3,115	3,765	4,414	5,063	5,713	6,612	7,511	8,410	9,310	10,209	
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 (net)	503	528	549	552	551	569	603	653	654	654	654	655	656	657	597	496	295	-310	

Table 4.23 Housing Trajectory to 2021



Page 1

Picture 4.2

Completed Dwellings (gross)	RSS Inner Area	RSS Outer Area	RSS Rural Area	Whole Borough	IPPA ⁽⁵⁹⁾
Total Dwellings	145	103	24	272	214
New Build	137	97	24	258	206
Conversions	8	6	0	14	14
% on PDL				93%	

Table 4.24 New and Converted Dwellings and Percentage on Previously Developed Land 2010/11

4.55 Development on previously developed land continued to exceed the RSS target of 80%⁽⁶⁰⁾. Flats accounted for 43% of gross completions in 2010/11, down from 45% in 2009/10 and 61% in 2008/09. Table 4.25 sets out a breakdown of the various components of the Borough's housing delivery over the last six years.

Completed Dwellings	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
Gross New Build	442	606	639	422	284	258
Demolitions	277	215	230	242	131	175
Net New Build	165	391	409	180	153	83
Gross Conversions	69	130	181	177	56	14
Net Conversions	55	115	155	154	47	14
Total Gross Additional	511	736	820	599	340	272
Total Net Additional	220	506	564	334	200	97

Table 4.25 Components of Housing Delivery 2005/06 to 2010/11

4.56 Table 4.26 shows how the geographical pattern of development has changed across the Borough since April 2005. 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⁽⁶¹⁾.

Completed Dwellings (gross)	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
RSS Inner Area ⁽⁶²⁾	72	177	189	211	120	145
	14%	24%	23%	35%	35%	53%
RSS Outer Area	306	473	528	311	137	103
	60%	64%	64%	52%	40%	38%
RSS Rural Area	133	86	103	77	83	24
	26%	12%	13%	13%	25%	9%
Interim Planning Policy Area ⁽⁶³⁾	248	354	509	433	278	214
	49%	48%	62%	72%	82%	79%

59 Interim Planning Policy Area

60 RSS (September 2008) Table 7.1. The calculation in Table 4.24 is based on the revised definition of previously developed land, introduced in June 2010

61 within the RSS Rural Area

62 the boundary to the RSS Inner Area is the same as the boundary to the Newheartlands Pathfinder Area and the Mersey Heartlands Growth Point

63 completions within the IPPA are already counted in either the Inner, Outer or Rural Areas

Completed Dwellings (gross)	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
Total Borough	511	736	820	599	340	272

Table 4.26 Distribution of Dwellings Completed 2005/06 to 2010/11

Gypsies and Travellers

4.57 Wirral does not have any existing pitches for gypsies or travellers.

Affordable Housing

4.58 The number of affordable housing completions increased from 73 units in 2009/10 to 159 in 2010/11. The new dwellings were located in Poulton (52 units), Tranmere (37), Egremont (30), Rock Ferry (21), Leasowe (14) and Liscard (5).

4.59 A Strategic Housing Market Assessment Update and an Affordable Housing Viability Assessment were carried out during 2010 to take account of the current economic climate. A target of 10% of new dwellings to be affordable was recommended within the Newheartlands Pathfinder Area, with a target of 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.

4.60 The aspiration for the longer-term, once the market recovers, is a target of 40% across the Borough as a whole.

Affordable Housing (number of dwellings)	Gross Completions
Number of new social rented dwellings	114
Number of new intermediate dwellings	45
Total number of new affordable dwellings	159

Table 4.27 Gross Affordable Housing Completions 2010/11

Environmental Quality

Heritage

4.61 Wirral has a significant built heritage, with 710 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 Register⁽⁶⁴⁾:

- 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

4.63 The Council consulted on a draft Wirral Heritage Strategy in May 2011.

Landscape

4.64 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.

4.65 Seven of the character areas are identified for conservation but the following character areas are identified as needing some element of enhancement and/or restoration:

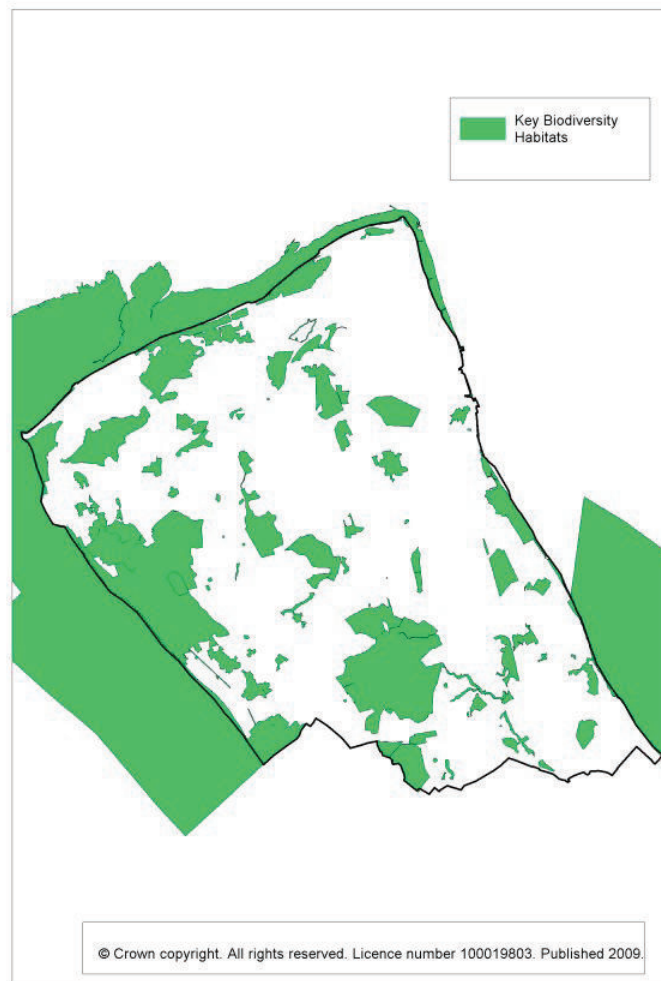
- Birkett Floodplain Farmland - Enhance and Restore;
- Clatterbrook and Dibbin Valley - Enhance;
- Eastham Former Wooded Estate - Enhance and Restore;
- Heswall Dales - Conserve and Enhance;
- Landican and Thingwall Rural Fringe - Enhance;
- North Fender Urban Fringe - Restore and Create;
- Pensby and Irby Urban Fringes - Enhance; and
- Raby Rural Farmland - Conserve and Enhance.

Biodiversity

4.66 Wirral has an extensive biodiversity resource. Picture 4.3 shows the Key Existing Biodiversity Areas identified in the Wirral Biodiversity Audit 2009.

4.67 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 on than expanding site areas.

4.68 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⁽⁶⁵⁾.



Picture 4.3

4.69 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.

4.70 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 ⁽⁶⁶⁾.

4.71 An update of the Borough's Sites of Biological Importance was completed in January 2011 and of the Borough's Sites of Geological Importance in September 2011.

4.72 A Liverpool City Region Ecological Framework, to secure and enhance ecological connectivity and resilience across the sub-region, is expected to report in early 2012.

Public Open Space

4.73 Although the same number of Council sites received Green Flag Awards in 2011 (twelve), the total area of public open space managed to Green Flag Award Standard decreased slightly to reflect Bidston Hill replacing the larger North Wirral Coastal Park. The percentage of public open space managed to Green Flag Award Standard has, nevertheless, still increased from 1% in 2005/06 to just over 30% in 2010/11.

4.74 Additionally, Birkenhead Park obtained Green Heritage Site Accreditation in recognition of achieving the required standard in the management and interpretation of a site with local or national historic importance and Tam O'Shanter Urban Farm received a Green Flag Community Award in recognition of the quality of management of green spaces managed by voluntary and community groups⁽⁶⁷⁾.

Total Public Open Space	1,192 hectares ⁽⁶⁸⁾
Area of Public Open Space Managed to Green Flag Award Standard	362.67 hectares
Percentage of Public Open Space Managed to Green Flag Award Standard	30.4%

Table 4.28 Amount of Public Open Space Managed to Green Flag Standards 2010/11

4.75 Funding has recently been awarded for the restoration of the former landfill at Bromborough, to provide additional public open space along the Mersey coastline.

Water Quality

4.76 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 Wirral's water supplies come from the River Dee.

4.77 The Environment Agency's River Basin Management Plans show that the Dee Estuary is currently at good biological status which is expected to be maintained in 2015⁽⁶⁹⁾ and that the status of the Mersey is currently moderate but is expected to be good by 2027⁽⁷⁰⁾.

67 The Green Flag Award® 2011

68 includes sites in the Green Belt

69 Environment Agency River Basin Management Plan, Dee River Basin District December 2009

70 Environment Agency River Basin Management Plan, North West River Basin District, December 2009

4.78 Rivers on Wirral are currently categorised as having poor⁽⁷¹⁾ or bad⁽⁷²⁾ ecological status or potential against the standards required by the Water Framework Directive⁽⁷³⁾.

4.79 Wirral's beaches are still consistently among the cleanest in the North West and all four of the Borough's European designated bathing waters, at Meols, Moreton, Wallasey and West Kirby, typically achieve a high water quality standard⁽⁷⁴⁾. Meols, Moreton and Wallasey are predicted to achieve a classification of "excellent" and West Kirby a classification of "good" when the higher standards required by the revised Bathing Water Directive are applied in 2015⁽⁷⁵⁾.

4.80 Wirral had three out of the five 'recommended' North West beaches named in the 2011 Good Beach Guide (Meols, Moreton and New Brighton), a recommendation only given to beaches that meet the highest European standard for water quality on the basis of regular testing by the Environment Agency⁽⁷⁶⁾.

Environment Agency Objections

4.81 The Environment Agency submitted only one objection to a planning application in Wirral on grounds of flood risk during 2010/11, which was resolved by applying a planning condition to regulate surface water to prevent flooding before work commenced on site⁽⁷⁷⁾.

	Flood defence	Water quality
Number of unresolved objections to planning applications	0	0

Table 4.29 Number of Planning Permissions Granted Contrary to Environment Agency Advice on Flooding and Water Quality Grounds 2010/11

4.82 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.

71 Dibbinsdale Brook

72 The Fender, Birket and Arrowe Brook

73 Environment Agency River Basin Management Plan, North West River Basin District, December 2009

74 Environment Agency, Interactive Maps for Bathing Water Quality 2011

75 Bathing Waters, Working in Partnership in England and Wales (Environment Agency, November 2010)

76 Marine Conservation Society, Good Beach Guide 2011 Recommended Beaches

77 Environment Agency - Objections to Planning Applications 2010/11: Planning Application [DPP3/10/01204](#)

Energy

4.83 Wirral is estimated to have consumed a total of 6,474 GWh of energy in 2008⁽⁷⁸⁾. The majority was taken up for domestic needs. The proportion taken up by industry and commerce had dropped from 35% in 2003 to 30% in 2008⁽⁷⁹⁾.

Total Final Energy Consumption by Sector 2008 (percentages) ⁽⁸⁰⁾	Industry & Commerce	Domestic	Transport
Wirral	30.0%	46.0%	24.0%
North West	38.2%	33.6%	28.2%
Great Britain	36.9%	33.5%	29.6%

Table 4.30 Energy Consumption by Sector

4.84 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⁽⁸¹⁾.

4.85 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⁽⁸²⁾. Data has not yet been published for later years.

Energy Consumption from Renewables and Waste (percentage of total energy consumption) ⁽⁸³⁾	2005	2006	2007	2008
Wirral	0.1%	0.1%	0.1%	0.1%
North West	0.3%	0.3%	0.4%	0.3%
Great Britain	0.4%	0.4%	0.5%	0.6%

Table 4.31 Renewable Energy Consumption 2003 to 2008

4.86 A very small percentage of the total energy consumed currently comes from renewable energy and waste. The consumption of renewable energy in Wirral was estimated at 8.8GWh in 2008⁽⁸⁴⁾.

78 DECC Total Final Energy Consumption at Regional and Local Authority Level 2008 (Revised February 2011)

79 DECC Total Sub-National Final Energy Consumption 2005, 2006, 2007 and 2008 (Revised February 2011)

80 DECC Total Sub-National Final Energy Consumption 2008 (Revised February 2011)

81 DECC High Level Energy Indicators 2007 NUTS4 (May 2010)

82 DECC High Level Energy Indicators 2007 NUTS4 (May 2010)

83 DECC Total Sub-National Final Energy Consumption 2005, 2006, 2007 and 2008 (Revised February 2011)

84 DECC Total Sub-National Final Energy Consumption 2005, 2006, 2007 and 2008 (Revised February 2011)

4.87 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 at Burbo Bank, Liverpool Bay. A proposed extension could generate up to 234MW. The power generated by the two other wind farms visible from Wirral, at North Hoyle and at Gwynt y Mor, does not come ashore within Wirral.

4.88 Provisional estimates from a pre-feasibility study indicated that tidal power from the Mersey Estuary could have been used to generate up to 1,200 GWh of annual energy but the project was stalled in June 2011, due to high construction costs and current conditions in the energy and financial markets⁽⁸⁵⁾.

4.89 In terms of the more local generation of renewable energy, seven planning applications for solar panels were approved during 2010/11⁽⁸⁶⁾. No planning applications for wind turbines were approved. The output from the energy-from-waste (biological process) facility, operated since 1985 at the Bidston Moss landfill, reduced to 2,749MWh in 2010/11.

4.90 A Liverpool City Region Renewable Energy Capacity Study was completed in February 2011⁽⁸⁷⁾ and a Liverpool City Region Sustainable Energy Action Plan is currently being prepared to guide future action and investment.

4.91 The Government consulted on proposals to introduce revised permitted development rights for small scale renewable and low carbon technologies in domestic and non-domestic settings, in February 2011, to enable such developments to proceed without the need for a planning application. New regulations for domestic micro-generation and electric vehicle charging points will come into force during October and December 2011.

4.92 In March 2011, the Council approved investing £2.8 million in a Photovoltaic (PV) Installation Project, to take advantage of the Feed in Tariff (FiT) scheme introduced by the Government in 2010, with a potential operating capacity of up to 640 kWp⁽⁸⁸⁾.

Minerals

4.93 Wirral does not have any significant mineral reserves, apart from small amounts of winnable brick clay. The Merseyside Mineral Resource Study 2008 recommended that the Carr Lane Brickworks at Moreton was safeguarded for future mineral extraction.

85 Power from the Mersey (September 2008)

86 Application numbers 11/00003, 10/01305, 10/01215, 10/00983, 10/01015, 10/00368 and 10/06531 refer

87 a further report on potential delivery mechanisms was also completed during 2011

88 Killowatt Peak is the optimal point of power that the solar panel is capable of generating in optimum conditions

4.94 The latest available figures indicate a landbank of over 10 years for crushed rock within Greater Manchester, Merseyside, Warrington and Halton and of over 31 years for the Region as a whole⁽⁸⁹⁾. The landbank of sand and gravel within Greater Manchester, Merseyside, Warrington and Halton is estimated at over 23 years but is only just over 12 years for the Region as a whole⁽⁹⁰⁾.

4.95 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.

4.96 Marine-won sand and gravel landed in Wirral increased by 5% to 92,263 tonnes in 2009, providing over a quarter of the total aggregate landed off the North West Coast⁽⁹¹⁾.

Waste

4.97 Planning permission was granted for two new waste facilities during 2010/11; for the creation of an additional waste transfer facility⁽⁹²⁾ and for the formation of a green waste composting area, ancillary to an existing agricultural use⁽⁹³⁾. 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 but has not yet been implemented.

4.98 Further information on the capacity of existing operational waste management facilities is contained within the evidence base to the Joint Waste DPD for Merseyside and Halton, which will be re-published, prior to submission to the Secretary of State, in November 2011⁽⁹⁴⁾.

Waste Managed (tonnes)	Landfill	Recycled	Composted	Borough Total
Amount of municipal waste arising and managed by management type	79,168	29,770	23,600	131,719
Percentage of municipal waste arising and managed by management type	60%	22%	18%	100%

Table 4.32 Amount of Municipal Waste Arising and Managed by Management Type 2010/11

89 North West Region Aggregates Working Party Annual Report 2010, Table 7 Base Data 2009 (April 2011)

90 North West Region Aggregates Working Party Annual Report 2010, Table 8, Base Data 2009 (April 2011)

91 North West Region Aggregates Working Party Annual Report 2010, Table 10, Base Data 2009 (April 2011)

92 Planning application number 09/05766

93 Planning application number 10/00890

94 Documents can be viewed at <http://wasteplanningmerseyside.gov.uk/site.do>

4.99 The amount of household waste collected per head in Wirral increased by 120kg to 543kg in 2010/11⁽⁹⁵⁾. The average for England was 543kg⁽⁹⁶⁾.

4.100 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	2010/11
Landfill (percentage of total arisings)	125,440 90%	137,097 89%	121,693 86%	93,655 68%	86,186 64%	83,639 63%	79,168 60%
Recycled (percentage of total arisings)	11,065 8%	10,784 7%	12,794 9%	28,448 21%	30,265 22%	28,521 22%	29,770 22%
Composted (percentage of total arisings)	2,789 2%	6,175 4%	7,095 5%	14,727 11%	18,879 14%	19,483 15%	23,600 18%
Total Arisings	139,294	154,056	141,519	136,820	135,330	131,142	131,719

Table 4.33 Trends in Waste Management by Management Type 2004/05 to 2010/11

4.101 There was no incineration of municipal waste in Wirral in 2010/11.

4.102 The proportion of waste sent to landfill in 2010/11 was 43% for England and 56% for the North West. The proportion recycled and composted in both England and the North West was 40%. Incineration accounted for 15% of waste in England and 2% in the North West⁽⁹⁷⁾.

Transport

4.103 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⁾.

4.104 Previous AMRs have provided an analysis of Census data for journeys to work from 1991 and 2001. A national tool to bridge the gap between the 2001 Census and present day commuting patterns was reported in detail in the previous AMR⁽⁹⁹⁾.

95 DEFRA Local Authority Collected Waste for England – Annual Statistics, Table 3: Discontinued Local Authority Performance Indicators 2010/11 (November 2011)

96 DEFRA Local Authority Municipal Waste Statistics 2010/11 (November 2011)

97 DEFRA Local Authority Collected Waste Statistics 2010/11 Table 2 (November 2011)

98 Travel in Merseyside 2010 (Merseyside LTP Partnership, 2010) Appendix B30 (2001 base)

99 ONS Commute APS

4.105 The most recent data from 2008 showed that there has been little change in 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.

4.106 The data from 2008 also indicated 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.

4.107 The accessibility of new residential development completed during 2010/11 has again been calculated using Accession software for bus and train travel times in Wirral.

4.108 The majority of new dwellings were still within 30 minutes public transport time of essential local services but the proportion of new dwellings within 30 minutes public transport time of a hospital had decreased to 62%, from 70% in 2009/10. Only 96% were within 30 minutes of a secondary school.

Accessibility	Doctor's Surgery	Hospital	Primary School	Secondary School	Areas of Employment (100)	Major Retail Centre
Number of new dwellings within 30 minutes public transport time	272	170	272	261	272	272
Percentage of new dwellings within 30 minutes public transport time	100%	62%	100%	96%	100%	100%

Table 4.34 Accessibility of New Residential Development 2010/11

4.109 A transport capacity assessment, for the scale of development likely to be proposed in the Core Strategy DPD, is expected to be commissioned in early 2012.

5 Monitoring Plan Preparation

5.1 This section of the AMR records progress on the preparation of individual Local Development Documents.

5.2 The Localism Bill and amended national Regulations are expected to introduce a series of changes which will simplify the process for preparing Local Development Frameworks. This means that some of the information provided below may be subject to change once the Localism Bill is enacted, probably early in 2012.

Local Development Scheme

5.3 The Local Development Scheme (LDS) is a statutory document setting out the Council's programme for the preparation of Local Development Documents.

5.4 The latest revision of the LDS came into force on 22 February 2010. A revised LDS has not been adopted, pending the outcome of the changes to be introduced through the Localism Bill and amended national Regulations.

5.5 The LDS will in future no longer need to be approved by the Secretary of State but information on progress will need to be continuously updated.

Core Strategy DPD

5.6 The Core Strategy will set the overall spatial framework for future development and investment in the Borough for the next 15 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.

5.7 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).

5.8 Consultation on the Issues, Vision and Objectives for the Core Strategy took place in February 2009, on Spatial Options in January 2010 and on Preferred Options in November 2010. The comments received on the Preferred Options were reported in July 2011 and the Council resolved to undertake additional consultation on the emerging Settlement Area Policies, update employment forecasts and retail capacity figures and commission additional work on housing viability and transport capacity modelling⁽¹⁰¹⁾.

5.9 A Proposed Submission Draft Core Strategy is expected to be published in mid-2012, subject to the national changes associated with the Localism Bill and the new National Planning Policy Framework. It is hoped that the final Core Strategy can be adopted by July 2013.

101 The comments received on the Preferred Options can be viewed at <http://democracy.wirral.gov.uk/mg/Convert2PDF.aspx?ID=19848>

5.10 Table 5.2 and Table 5.3 set out progress against the milestones set out in the approved LDS.

Site Allocations DPD

5.11 The preparation of a site-specific Site Allocations DPD is scheduled to begin following the adoption of the Core Strategy.

5.12 Table 5.4 sets out progress against the milestones set out in the approved LDS.

Joint Waste DPD for Merseyside and Halton

5.13 The Joint Waste DPD for Merseyside and Halton will replace the policies and proposals contained within UDP Section 17 – Waste Management.

5.14 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 and on additional sites in May 2011. The Proposed Submission Draft Waste DPD will be published in November 2011 and the final document is expected to be adopted in December 2012.

5.15 Table 5.5 and Table 5.6 set out progress against the milestones set out in the approved LDS.

Other Development Plan Documents

5.16 The approved LDS also 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. The Proposed Submission 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

5.17 Work on additional Supplementary Planning Documents (SPD) has been postponed to allow progress on the Core Strategy DPD. The Proposed Submission 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 was taken up with preparing and consulting on the Preferred Options for the Core Strategy and on responding to the comments received. Work is currently being focused on updating key parts of the

evidence base in preparation for the publication of the Proposed Submission Draft Core Strategy in mid-2012. The majority of the work is now being prepared in-house rather than through external consultancy. Table 5.1 sets out progress to date:

Study	Commissioned	Current Status	Documents Affected
Wirral Strategic Housing Market Assessment	March 2006	Reported February 2008	UDP Section 6 Core Strategy 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
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 (Stage 1 and Stage 2 and Maps)	July 2009 February 2010	Reported April 2011	UDP Section 23 Core Strategy DPD Site Allocations DPD
Integrated Regeneration Study for Birkenhead and Wirral Waters and Appendix	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 Housing and Employment Overview Study and Technical Report	May 2010	Reported July 2011	Core Strategy DPD
Draft Habitats Regulation Assessment and Maps	June 2010	Reported September 2010	Core Strategy DPD Site Allocations DPD
Wirral Water Cycle Study	January 2011	To be reported early 2012	UDP Section 19 Core Strategy DPD Site Allocations DPD
Wirral Green Infrastructure Strategy	Resolved to commission January 2011	Out to Tender late 2011	UDP Sections 8-10, 13 & 19 Core Strategy DPD Site Allocations DPD
Wirral Sites of Biological Importance Update	n/a	Reported January 2011	UDP Section 13 Core Strategy DPD Site Allocations DPD
Wirral Town, District and Local Centre Study and Delivery Framework	n/a	Reported July 2011	UDP Sections Core Strategy DPD Site Allocations DPD
Wirral Preliminary Flood Risk Assessment (Flood and Water Management Act 2010)	n/a	Reported July 2011	UDP Sections 19 & 20 Core Strategy DPD Site Allocations DPD

Study	Commissioned	Current Status	Documents Affected
Wirral Sites of Geological Importance Update	n/a	Reported September 2011	UDP Section 13 Core Strategy DPD Site Allocations DPD
Wirral Strategic Housing Land Availability Assessment Update	n/a	To be reported early 2012	UDP Section 6 Core Strategy DPD Site Allocations DPD
Wirral Strategic Housing Land Availability Viability Assessment	September 2011	To be reported early 2012	Core Strategy DPD Site Allocations DPD
Wirral Retail Capacity Update	November 2011	To be reported early 2012	Core Strategy DPD Site Allocations DPD
Wirral Employment Forecasts Update	Resolved to commission July 2011	To be reported early 2012	Core Strategy DPD Site Allocations DPD
Core Strategy Transport Capacity Assessment	Resolved to commission July 2011	To be reported early 2012	UDP Section 15 Core Strategy DPD Site Allocations DPD
Wirral Open Space Assessment (Revised)	n/a	To be reported early 2012	UDP Sections 8, 9 & 10 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 2010/11.

Neighbourhood Development Plans

5.21 The Localism Bill is expected to provide a new series of mechanisms for local decision making based around local referendums, including Neighbourhood Development Plans, Neighbourhood Development Orders and Community Right to Build Orders and the Government consulted on new Neighbourhood Planning regulations in October 2011.

5.22 Three local community organisations in Wirral have already been awarded national status as "Neighbourhood Planning Front Runners":

- Devonshire Park Residents Association;
- Hoylake Village Life; and
- Central Liscard Area Residents Association.

5.23 Initial consultation began in Devonshire Park in September 2011.

	2011				2012				2013												
	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)																					
Settlement Area Policies																					
Draft Core Strategy																					
Publication (Reg 27)																					
Representations (Reg 28/29)																					
Submission (Reg 30/31)																					
Pre-Hearing Meeting																					
Hearing																					
Inspector's Report																					
Adoption																					

Table 5.2 Core Strategy Progress

Activity	Date Begun	Date Reported
Commencement	July 2005	
SA 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	July 2011

Table 5.3 Completed Stages

	2013			2014												2015						
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	
Commencement																						
SA Scoping																						
Issues and 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																						
Adoption																						
Republication of Proposals Map																						

Table 5.4 Site Allocations Progress

	2010			2011			2012			2013		
	A	M	J	A	M	J	A	M	J	A	M	J
Preferred Options (Reg 25)												
Additional Site Consultation (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	
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
Additional Site Consultation (Reg 25)	May 2011	September 2011
Publication (Reg 27)	November 2011	

Table 5.6 Completed Stages

6 Emerging Issues

6.1 The main issues facing the Borough have now been 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⁽¹⁰²⁾. The revised Spatial Objectives contained within the Preferred Options for the Core Strategy are set out below:

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.

102 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.

6.4 The revised Vision and Objectives will be contained within the Proposed Submission Draft Core Strategy to be published towards the middle of 2012.

6.5 Informal consultation on the emerging Settlement Area Policies, for inclusion in the Proposed Submission Draft Core Strategy, is expected to take place in early 2012.

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
Business Enterprise and Regulatory Reform	BERR	The Government Department previously responsible for economic performance, trade promotion and energy now replaced by DECC
Cabinet		A group of Local Councillors appointed by the Council to take executive decisions on behalf of the Council
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)
Category 1 Sites		Related to the Wirral Strategic Housing Land Availability Assessment - sites capable of being developed for housing within five years
Category 2 Sites		Related to the Wirral Strategic Housing Land Availability Assessment - sites capable of being developed for housing within five to ten years
Category 3 Sites		Related to the Wirral Strategic Housing Land Availability Assessment - sites not currently developable for housing within ten years
Communities and Local Government	CLG	The Government Department responsible for planning, building and the environment

Terminology	Abbreviation	Explanation
Community Strategy		See "Sustainable Community Strategy"
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, defined by the Secretary of State, previously used to determine whether key national policies were being achieved
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
Destination Marketing Implementation Plan		A document setting out the objectives of the Council's Destination Marketing team, to market Wirral as a quality investment and visitor destination
Development Plan		A statutory document that individual planning decisions must be made in accordance with 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
Environment Agency	EA	A government body with responsibility for preventing harmful impacts on the environment
English Heritage	EH	A government body with responsibility for protecting and promoting the historic environment
Examination in Public	EIP	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

Terminology	Abbreviation	Explanation
Growth Point		An area identified by the Government in which an accelerated level of housing delivery will be promoted
Habitats Regulations Assessment	HRA	An assessment of the impact of emerging policies and proposals on European designated sites
Heritage at Risk	HAR	A national record of designated heritage assets considered to be at serious risk of harm or damage
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
Independent Examination		The process undertaken by a Planning Inspector to examine the content of a Development Plan Document before it can be adopted by the Council
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

Terminology	Abbreviation	Explanation
		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
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
Local Enterprise Partnership	LEP	A coalition of local partners working together to lead and drive economic growth and job creation
Local Plan		The new name for Local Development Frameworks
Localism Bill		Government proposals for a new Act of Parliament to further amend the planning system
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
National Planning Policy Framework	NPPF	A single statement of national planning policy that will replace the current series of Planning Policy Statements, Planning Policy Guidance Notes and Minerals Planning Statements

Terminology	Abbreviation	Explanation
Neighbourhood Development Plan		A new type of development plan, to be prepared by the local community and adopted after a local referendum, proposed in the Localism Bill.
Neighbourhood Planning		The general name for a series of new measures, proposed in the Localism Bill, to enable the community to have a greater say over development within their neighbourhood
Newheartlands		One of ten nationally designated Housing Market Renewal Initiative Pathfinder Areas, which in Merseyside included parts of Liverpool, Sefton and Wirral, which were 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
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
Proposed Submission Draft		A preliminary version of a Development Plan Document that the Council intends to submit to the Secretary of State for Independent Examination
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

Terminology	Abbreviation	Explanation
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 Allocations Development Plan Document		A Development Plan Document which identifies and allocates specific areas of land for development
Strategic Housing Market Assessment	SHMA	A document that examines the key features of Wirral's housing market, including housing need, supply and demand
Strategic Housing Land Availability Assessment	SHLAA	A document that examines potential sites for housing across the Borough and assesses them in terms of their suitability, availability and achievability
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 Geological Importance		A site designated in the Unitary Development Plan on the basis of its local importance for earth science 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 will be tested at an Independent Examination. The tests of soundness are set out in national policy published by the Secretary of State
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

Terminology	Abbreviation	Explanation
		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 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
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

Terminology	Abbreviation	Explanation
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 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 2011)**Table 1 - Housing Land Supply with Planning Permission at 31 March 2011 (Gross)**

	Previously Developed ¹⁰³⁾	Greenfield	Total
(i) New build sites identified			
Sites under construction > 0.4 ha	663	99	762
Units not started + under construction			
Sites not started > 0.4 ha	665	15	680
Units not started (with pp)			
Sites under construction < 0.4 ha	501	96	597
Units not started + under construction			
Sites not started < 0.4 ha	414	21	435
Units not started (with pp)			
Total identified sites	2,243	231	2,474
(ii) Future net gain from conversions	250	0	250
Total dwelling supply 2011-2015	2,493	231	2,724
% previously developed land			91.52%

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	previously developed	not available - owner currently unwilling to dispose of for housing	130
HS1/5 - Laird Street Bus Depot	previously developed	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 2,724 dwellings, representing a 5.5 year supply, gross. This assessment does not include additional sites without planning permission assessed as part of the Wirral Strategic Housing Land Availability Assessment 2008 (Roger Tym and Partners, July 2010), which is currently under revision.

Appendix 2 - Housing Land Supply Summary (April 2011)

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
2010/2011	175	159	4	12
5 year total	993	815	89	89
5 year annual average	199	163	18	18
Projected demolitions	250	200	40	10

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 Newheartlands Housing Market Renewal Pathfinder Area, equivalent to the 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 2011)**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
2010/2011	175	14	258	97	-403
5 year total	993	485	2,209	1,701	-799
5 year annual average	199	97	442	340	-160

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 608 units made up of 109 units from conversions with planning permission not started, 191 units from conversions under construction, 109 units from changes of use with planning permission not started and 199 units from changes of use under construction at 31 March 2011.

Appendix 2 - Housing Land Supply Summary (April 2011)

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
2010/2011	2,806	272	2,534	2,474	-60
5 year annual average	3,208	553	2,654	3,053	398

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 - Initial Five-Year Housing Land Supply (April 2011)

Item	Dwellings
A RSS Housing Requirement 2003 - 2011 (500 x 8 years)	4,000
B Demolitions 2003 - 2011 (actual)	1,901
C Gross Completions 2003 - 2011 (actual)	4,495
D Net Completions 2003 - 2011 (actual new build plus net gain from conversions)	2,466
E Shortfall of Completions Against Target for 2003 - 2011 (A minus D)	1,534
F Five Year Projected Demolitions (averaged at 200 each year)	1,000
G Five Year Gross Housing Target 2011 - 2016 (including Shortfall, if met within the first five years, plus Projected Demolitions) (500 x 5 + E + F)	5,034
H Current Five Year Gross Supply (with sites within Wirral Waters halved within the first five years)	4,247
I Annual Requirement over Five Years (G/5)	1,007
J Years Supply (H/I)	4.2

This initial calculation is based on the housing requirements set out in the Regional Spatial Strategy (September 2008), which the Government proposes to abolish in the Localism Bill. The initial calculation uses the following assumptions:

- the Five Year Gross Housing Target (Row G) assumes that the shortfall against RSS between 2003 and 2011 will be met in the five year period from April 2011
- the Current Five Year Gross Supply (Row H) includes all the remaining Category 1 Sites identified in the SHLAA (2008) that were considered deliverable within the first five years, small sites calculated as being deliverable within the first five years and extant planning permissions at April 2011. The number of units at Wirral Waters, identified as Category 1 Sites, has been halved to reflect the need for Section 106 Agreements to be signed, which is expected to take place in November 2011
- a 20 per cent non-implementation rate has been assumed on sites with planning permission at April 2011
- the initial calculation does not include any supply from planning permissions which have expired since 2008, new sites identified since 2008 or sites previously identified as Category 2 Sites, which may also have the potential to deliver additional units in the first five years

This initial calculation will be updated in early 2012 following publication of the SHLAA Update to April 2011, which is currently subject to independent viability testing.

The Council has granted permission for 200 additional units since April 2011 and is in negotiation with a number of developers to bring sites forward for additional housing development, which are expected to be reflected in planning applications submitted early in 2012.

Appendix 4 - Housing Land Supply Schedule (April 2011)

Please see separate spreadsheet.

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4																						
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																						
Site ref	Address	Site Area (ha)	Units remaining			PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA	
			Ucon	Nstd																		
NEW BUILD																						
SITES OVER 0.40HA - UNDER CONSTRUCTION																						
254310	Ceres/Merle Dene, Eleanor Rd	4.83	1	3		W/APP/1995/5125	UC	10/11/95	10/11/95	1	RS02AC	103	0.19	21.3	PDL	GF		y			Bidston and St James	Area 3
542100	Adj 84 Statham Rd, Bidston	1.32	0	1		W/APP/2006/5560	UC	24/07/06	24/07/06	2	UL01A	33	0.04	24.9	PDL	GF		y			Bidston and St James	Area 3
486400	5 Morello Drive, Spital	0.44	1	0		W/APP/2009/5023	UC	22/06/09	20/04/10	1	RS02AC	5	0.09	11.4	PDL	GF		y			Clatterbridge	Area 4
191710	S Noctorum Way, Noctorum HS1/1	2.35	6	2		W/APP/2000/5541	UC	16/06/00	09/08/00	3	UL01AH	51	0.37	21.7	GF	GF		y			Cloughton	Area 3
191730	Noctorum Way, Noctorum HS1/1	3.85	60	0		W/APP/2003/5315	UC	06/06/00	04/02/02	3	UL01AH	105	2.20	27.3	GF	GF		y			Cloughton	Area 3
253920	Rowmac, Pump Lane, Greasby	2.62	2	0		W/APP/1997/6220	UC	17/01/85	26/06/87	3	AG08AA	58	0.09	22.2	GF	GF			y		Greasby Frankby and Irby	Area 5
522500	Sandy Lane, Heswall	0.73	1	0		W/APP/2004/7149	UC	12/11/04	21/02/05	1	RS02AC	22	0.03	30.1	PDL	GF			y		Heswall	Area 7
502100	N 23 Pine Tree Grove, Moreton	0.43	2	0		W/APP/2001/5938	UC	28/09/01	15/05/02	2	RS02AB	12	0.07	27.9	PDL	GF			y		Leasowe and Moreton East	Area 5
5920	Leasowe Rd/Ditton La, Leas (Castle Grange Close /	2.10	3	0		W/APP/1991/5739	UC	17/01/92	17/01/92	1	UL01AH	78	0.08	37.1	GF	GF		y	y		Leasowe and Moreton East	Area 5
466420	S Ditton Lane, Leasowe HS1/2	4.05	1	0		W/APP/2000/6648	UC	06/01/95	23/09/99	3	UL01AH	95	0.04	23.5	GF	GF		y	y		Leasowe and Moreton East	Area 5
6050	SW Millhouse PH, More	2.08	2	0		W/APP/1992/5912	UC	14/08/92	25/09/92	3	UL01AC	62	0.07	29.8	PDL	GF			y		Moreton West and Saughall Massie	Area 5
6068	Ph2 Best Hms, W Millhs L, More	0.73	4	0		W/APP/1993/6477	UC	29/09/93	14/07/93	3	UL01AH	30	0.10	41.1	GF	GF			y		Moreton West and Saughall Massie	Area 5
6071	Earlswood Close, Moreton	0.94	2	0		W/APP/1997/6916	UC	20/02/98	31/03/11	3	UL01AH	37	0.05	39.4	GF	GF			y		Moreton West and Saughall Massie	Area 5
413900	NE Eldon Ho, Village Rd, Oxton	0.47	6	0		W/APP/1997/6668	UC	27/05/98	28/04/98	2	RS02AC	7	0.40	14.9	PDL	GF		y			Oxton	Area 3
327900	Gdn St Callotts, Mill Hey Rd, Cal	0.47	1	0		W/APP/2000/5836	UC	16/06/00	01/06/05	2	RS02AC	1	0.47	2.1	PDL	GF			y		West Kirby and Thurston	Area 6
34430	Ph3, Barton Hey Drive, Cald	4.99	1	0		W/APP/1998/6867	UC	10/05/99	25/06/98	3	UL01AH	42	0.12	8.4	GF	GF			y		West Kirby and Thurston	Area 6
494600	West Brow, Eleanor Rd, Bidston	0.70	1	2		W/APP/2000/7262	UC	09/03/01	12/12/01	1	RS02AC	8	0.26	11.4	PDL	PDL		y			Bidston and St James	Area 3
535810	Berwick Close, Beechwood	3.02	0	23		W/APP/2004/6217	UC	20/08/04	23/02/07	1	UL01BA	54	1.29	17.9	PDL	PDL		y		y	Bidston and St James	Area 3
540300	Fairbeech Mews, Beechwood Drive, Beechwood	2.72	29	8		W/APP/2006/6529	UC	09/05/05	29/06/06	1	UL01BA	90	1.12	33.1	PDL	PDL		y		y	Bidston and St James	Area 3
550200	Hoylake Rd/St James Rd/Stanley Rd, Bidston	1.26	5	0		W/APP/2005/6970	UC	09/12/05	05/06/06	1	ST03AA	90	0.07	71.5	PDL	PDL		y		y	Bidston and St James	Area 3
537400	Aspendale Rd, Tranmere	0.60	0	1		W/APP/2000/5086	UC	18/02/05	01/11/05	1	UL01BA	20	0.03	33.3	PDL	PDL		y		y	Birkenhead and Tranmere	Area 3
539510	N of Southend Social Centre, Tranmere	1.00	27	0		W/APP/2004/8021	UC	04/02/05	16/01/06	1	RS02AC	71	0.38	71.0	PDL	PDL		y		y	Birkenhead and Tranmere	Area 3
581900	Unused Land, Borough Road, Oxton, CH42 0HD	0.83	44	0		W/APP/2009/6377	UC	23/02/10	19/02/10	1	UL01BA	56	0.65	67.5	PDL	PDL		y	y		Birkenhead and Tranmere	Area 3
566900	N/W/S 377-578 New Chester Road, Bromborough	5.54	32	42		W/APP/2010/0401	UC	07/07/10	26/07/07	1	MA03AG	140	2.93	25.3	PDL	PDL		y	y		Bromborough	Area 4
572600	Sydenham Ho, Port Causeway, Bromborough	0.88	12	0		W/APP/2007/6176	UC	05/10/07	15/01/08	1	MA04AA	47	0.22	53.4	PDL	PDL		y		y	Bromborough	Area 4
597100	Former Warehouse, North of 146-168 Dock Road North,	2.20	13	56		W/APP/2010/0672	UC	25/06/09	14/12/10	1	ST02	74	2.05	33.6	PDL	PDL		y		y	Bromborough	Area 4
91500	Glen View, Raby Dr, Raby	0.64	1	0		W/APP/1994/6004	UC	14/10/94	08/06/95	1	RS02AC	3	0.21	4.7	PDL	PDL			y		Clatterbridge	Area 4
47100	Winthrop Pk, Howbeck Rd, Oxton	1.02	1	0		W/APP/2000/6920	UC	29/05/75	03/08/80	1	UL01BA	10	0.10	9.8	PDL	PDL		y			Cloughton	Area 3
431000	Fmr Birkenhead Institute, Toll	1.74	3	7		W/APP/1996/5212	UC	22/03/95	01/07/96	1	ED01DC	64	0.27	36.7	PDL	PDL		y			Cloughton	Area 3
477300	Bidston Lodge, Vyner Rd S	0.41	4	0		W/APP/1999/7007	UC	23/12/99	02/03/00	1	CM04AC	4	0.41	9.8	PDL	PDL		y			Cloughton	Area 3
376700	Rosefield, Plymyard Ave, Brom	0.54	1	0		W/APP/1994/6123	UC	01/11/94	25/11/94	1	CM01CK	12	0.05	22.2	PDL	PDL		y			Eastham	Area 4
504500	Carlett Park, Eastham	2.98	33	0		W/APP/2000/6847	UC	16/08/02	07/01/03	1	ED01FB	86	1.14	28.9	PDL	PDL		y			Eastham	Area 8
594000	864 New Chester Road, Bromborough	0.53	49	0		W/APP/2008/6946	UC	20/02/09	13/11/09	1	CM04AC	49	0.53	92.5	PDL	PDL		y			Eastham	Area 4
521700	Leasowe Primary/Cameron Rd, Leasowe	2.05	3	5		W/APP/2009/5526	UC	14/08/09	07/12/06	1	UL01BA	127	0.13	62.0	PDL	PDL			y	y	Leasowe and Moreton East	Area 5
593600	Land Rear of 11-25 Mossy Bank, 26-42 Guildford Street &	0.83	6	6		W/APP/2010/0889	UC	30/01/09	09/12/09	1	RS02AH	36	0.28	43.4	PDL	PDL		y		y	Liscard	Area 1
120200	Parkside Children's Home, Overchurch Rd	0.51	10	0		W/APP/2000/5832	UC	28/07/00	24/04/03	1	CM04AA	42	0.12	82.4	PDL	PDL			y		Moreton West and Saughall Massie	Area 5
459300	Fmr Homecroft Nursing Home, Mountwood	0.88	1	0		W/APP/2001/5337	UC	21/10/76	20/01/00	1	CM01CK	4	0.22	4.5	PDL	PDL		y			Prenton	Area 3
186300	Land at 537 New Chester Rd, Tranmere	1.20	96	0		W/APP/2007/5888	UC	13/07/07	31/03/11	1	WH01AC	96	1.20	80.0	PDL	PDL		y		y	Rock Ferry	Area 3
441500	Fmr St Annes Prim Sch, Rock F	0.75	2	0		W/APP/1998/5493	UC	22/05/98	28/07/97	1	UL01BA	24	0.06	32.0	PDL	PDL		y			Rock Ferry	Area 3
573910	Fiveways 1, Bedford Rd, Rochester Rd, Rock Ferry	4.44	40	36		W/OUT/2006/7397	UC	15/02/08	16/07/08	3	RS02A	128	2.64	28.8	PDL	PDL		y		y	Rock Ferry	Area 3
594100	79 Gorseley Lane Poulton CH44 4HE	1.48	19	0		W/APP/2008/6955	UC	06/03/09	08/05/09	1	ED01	70	0.40	47.3	PDL	PDL		y			Seacombe	Area 1
537800	W 59 Ford Way, Upton	0.45	11	0		W/APP/2004/6215	UC	23/07/04	15/02/06	1	UL01BA	13	0.38	28.8	PDL	PDL			y		Upton	Area 5
538220	New Hey Rd, Woodchurch	0.43	9	2		W/APP/2005/5086	UC	18/02/05	10/04/06	3	UL01BA	19	0.25	44.4	PDL	PDL		y		y	Upton	Area 5
592000	Unused Land, Home Farm Road, Woodchurch	0.93	1	0		W/APP/2008/6459	UC	20/11/08	20/03/09	1	UL01BA	14	0.07	15.1	PDL	PDL			y		Upton	Area 5
566700	Warren Point, 51A&53 Warren Drive, New Brighton	0.44	18	0		W/DLS/2007/6959	UC	09/01/08	31/03/11	1	RS02AC	18	0.44	62.0	PDL	PDL			y		Wallasey	Area 1
478600	Larton Woods Dairy, Newton	1.72	0	2		W/APP/1999/6030	UC	09/12/99	08/03/00	1	RS03AA	43	0.08	25.0	PDL	PDL			y		West Kirby and Thurston	Area 6
562800	Unused Land, 7 Croft Drive, Cald, CH48 2JN	0.41	1	0		W/APP/2010/1285	UC	23/12/10	04/03/11	1	UL01BA	1	0.41	2.0	PDL	PDL			y		West Kirby and Thurston	Area 6
563900	Lee Farm, Station Rd, Thurston	0.62	1	0		W/APP/2007/5249	UC	04/04/07	24/04/07	1	RS03AA	1	0.62	1.6	PDL	PDL			y		West Kirby and Thurston	Area 8
			566	196																		

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4																					
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																					
Units remaining																					
Site ref	Address	Site Area (ha)	Ucon	Nstd	PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA	
NEW BUILD		SITES OVER 0.40HA - NOT STARTED																			
550100	23-31 Vyner Rd South, Bidston	1.20	0	12	W/APP/2008/5989	NS	22/08/08	N/A	1	RS02AC	12	1.20	10.0	PDL	GF		y			Claughton	Area 3
225100	N Hawkstone, Stanley Ave, Prenton	0.56	0	3	W/APP/2010/0065	NS	02/03/10	N/A	2	RS02AC	3	0.56	5.4	PDL	GF		y			Prenton	Area 3
573200	Tall Trees, Vyner Road South, Bidston	0.41	0	1	W/APP/2010/1287	NS	05/01/11	N/A	2	RS02AC	1	0.41	2.4	PDL	PDL		y			Bidston and St James	Area 3
548500	Unused Land (Cleared) Fox Street Birkenhead CH41 4EF	3.05	0	14	W/APP/2008/6883	NS	20/02/09	N/A	1	UL01BA	14	3.05	4.6	PDL	PDL	y			y	Birkenhead & Tranmere	Area 3
579000	Church Road, Tranmere	3.38	0	155	W/OUT/2007/6066	NS	25/01/08	N/A	1	UL01BA	233	2.25	68.9	PDL	PDL	y			y	Birkenhead and Tranmere	Area 3
595300	Land north of Croft Retail & Leisure Park, Welton Road,	2.10	0	86	W/DLS/2010/1266	NS	09/03/11	N/A	1	UL01BA	86	2.10	41.0	PDL	PDL		y		y	Bromborough	Area 4
547720	Playbrick Water Works, Boundary Rd, Bidston	0.46	0	14	W/DLS/2008/6830	NS	03/04/09	N/A	1	UT03AA	14	0.46	30.7	PDL	PDL		y			Claughton	Area 3
599400	Parkfield Farm, Park Lane, Meols, CH47 8XT	1.61	0	1	W/APP/2009/6501	NS	02/06/10	N/A	1	RS01	1	1.61	0.6	PDL	PDL			y		Hoylake and Meols	Area 8
566100	Marine Promenade, New Brighton	0.90	0	37	W/APP/2007/5526	NS	18/05/07	N/A	1	LE01DG	37	0.90	41.1	PDL	PDL			y	y	New Brighton	Area 1
572500	156-162 Bedford Rd, Rock Ferry	0.43	0	32	W/DLS/2008/6932	NS	20/02/09	N/A	2	RT01	32	0.43	74.4	PDL	PDL	y			y	Rock Ferry	Area 3
573920	Fiveways 2, Bedford Rd, Rochester Rd, Rock Ferry	2.35	0	135	W/APP/2010/1206	NS	26/01/11	N/A	3	RS02A	135	2.35	57.4	PDL	PDL	y			y	Rock Ferry	Area 3
595800	Former St Benedicts School New Hey Road Woodchurch	3.05	0	190	W/APP/2007/6459	NS	27/01/09	N/A	1	ED01	190	3.05	62.3	PDL	PDL			y		Upton	Area 8
				680																	
ALLOCATIONS		SITES OVER 0.40HA - NOT INCLUDED																			
HS1/7	W Manor Drive, Moreton	3.04	0	60		NS			3	AG08AA	60	3.04	19.74	GF	GF				y	Leasowe and Moreton East	Area 5
176820	Ph2 Priory Wharf, Birkenhead (UDP HS1/4)	2.05	40	34		UC			1	UL01BA	120	1.26	58.62	PDL	PDL	y			y	Birkenhead and Tranmere	Area 2

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4																						
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																						
Site ref	Address	Site Area (ha)	Units remaining			PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA	
			Ucon	Nstd	PP																	PP
NEW BUILD																						
SITES UNDER OR EQUAL TO 0.40HA - UNDER CONSTRUCTION																						
197600	SW Hawkstone, Stanley Rd, Bebington	0.14	1	0	W/DLS/2007/7035	UC	22/11/07	31/03/11	2	RS02AC	1	0.14	7.1	PDL	GF		y			Bebington	Area 4	
484400	NE 6 Highcroft Ave, Bebington	0.07	2	0	W/APP/2000/5315	UC	31/03/00	12/07/00	2	RS02AG	2	0.07	28.6	PDL	GF		y			Bebington	Area 4	
55700	W Hillcote, 66 Bidston Village Rd, Bidston	0.10	2	0	W/APP/2005/5097	UC	19/04/06	17/01/07	2	UL01BA	5	0.04	50.0	PDL	GF		y		y	Bidston and St James	Area 3	
310900	North End Park Lodge, 136 Eleanor Rd, Bidston	0.06	1	0	W/APP/1999/5906	UC	16/04/87	05/06/00	1	TR02CC	1	0.06	16.7	PDL	GF		y			Bidston and St James	Area 3	
584600	Adj 290 Upton Rd, Noctorum	0.05	1	0	W/APP/2010/0893	UC	22/10/10	23/02/11	2	RS02AC	1	0.05	20.0	PDL	GF		y		y	Bidston and St James	Area 3	
498800	W21 Marquis Street, Tranmere	0.03	2	0	W/APP/2003/6914	UC	22/10/03	18/06/04	1	RS02AH	2	0.03	66.7	PDL	GF		y		y	Birkenhead and Tranmere	Area 3	
518110	63 Victoria Road, Tranmere	0.13	6	0	W/APP/2005/5258	UC	31/03/05	09/05/06	1	RS02AC	6	0.13	46.2	PDL	GF		y		y	Birkenhead and Tranmere	Area 3	
518120	Rr 63 Victoria Road, Tranmere	0.06	4	0	W/APP/2006/6953	UC	27/11/06	09/05/06	1	RS02AC	6	0.04	94.1	PDL	GF		y		y	Birkenhead and Tranmere	Area 3	
570600	S 109 Holt Hill, Tranmere	0.02	2	0	W/APP/2007/5095	UC	19/03/07	07/09/07	2	RS02AC	2	0.02	100.0	PDL	GF		y		y	Birkenhead and Tranmere	Area 3	
255600	Rr 52 Church Rd, Bebington	0.03	1	0	W/APP/2001/5649	UC	22/07/02	22/07/02	2	RS02AG	1	0.03	33.3	PDL	GF			y		Clatterbridge	Area 4	
519000	Mill Hill, Poulton Royd Dr, Poulton Spital	0.31	1	0	W/APP/2005/6321	UC	20/07/05	27/07/05	2	RS02AC	1	0.31	3.2	PDL	GF		y			Clatterbridge	Area 8	
524400	Rr 20/22 Brookhurst Rd, Bromborough	0.03	1	0	W/APP/2004/6696	UC	08/09/04	29/09/04	2	RS02AC	1	0.03	32.2	PDL	GF		y			Clatterbridge	Area 4	
61400	SW Tree Tops, Noctorum R, Noct	0.16	1	0	W/APP/1991/5831	UC	05/07/91	21/09/03	2	RS02AC	1	0.16	6.3	PDL	GF		y			Cloughton	Area 3	
391200	E 125 Shrewsbury R, Cloughton	0.12	4	0	W/APP/2002/6373	UC	26/09/02	10/07/03	2	RS02AC	4	0.12	33.8	PDL	GF		y			Cloughton	Area 3	
526500	SE 151-153 Upton Rd, Bidston	0.20	1	0	W/APP/2006/6217	UC	10/08/06	24/08/06	2	RS02AC	1	0.20	5.0	PDL	GF		y			Cloughton	Area 3	
531700	Rr of 30/34 Vyner Rd, South, Bidston	0.38	1	0	W/APP/2004/6849	UC	24/09/04	26/01/05	2	RS02AC	3	0.13	7.9	PDL	GF		y			Cloughton	Area 3	
545400	E Dell Cottage, Noctorum Dell, Noctorum	0.03	1	0	W/APP/2005/5766	UC	13/06/05	31/03/11	2	RS02AC	1	0.03	38.9	PDL	GF		y			Cloughton	Area 3	
559400	Rr Honeywood, St Davids La, Noctorum	0.10	1	0	W/APP/2006/6556	UC	13/12/05	15/05/07	2	RS02AC	1	0.10	10.0	PDL	GF		y			Cloughton	Area 3	
559600	W Skirbeck, Noctorum Rd, Noctorum	0.05	2	0	W/APP/2008/5157	UC	20/03/08	31/03/11	2	RS02AC	2	0.05	39.0	PDL	GF		y			Cloughton	Area 3	
563300	S 3 Forest Road, Cloughton	0.03	1	0	W/APP/2006/7556	UC	08/02/07	17/04/07	2	RS02AC	1	0.03	33.3	PDL	GF		y			Cloughton	Area 3	
468800	Rr 11 St David Road, Eastham	0.04	1	0	W/APP/1998/6126	UC	11/09/98	02/07/99	1	RS02AG	1	0.04	25.0	PDL	GF		y			Eastham	Area 8	
551700	185 Raeburn Avenue, Eastham	0.05	1	0	W/APP/2005/7225	UC	01/03/06	16/06/06	2	RS02AG	1	0.05	20.0	PDL	GF			y		Eastham	Area 4	
411200	77-79 Thingwall Road, Irby	0.26	2	1	W/APP/2008/6046	UC	22/08/08	05/12/08	1	RS02AC	3	0.26	11.7	PDL	GF				y	Greasby Frankby and Irby	Area 7	
519800	W 49 Wood La, Greasby	0.05	1	0	W/APP/2004/8057	UC	15/02/05	27/07/07	2	RS02AC	1	0.05	20.0	PDL	GF			y		Greasby Frankby and Irby	Area 5	
494200	Rr 41 Grange Rd, Heswall	0.15	1	0	W/APP/2001/6994	UC	14/12/01	17/09/02	2	RS02AC	1	0.15	6.7	PDL	GF			y		Heswall	Area 6	
497400	Rr 1 Birchmere, Heswall	0.24	1	0	W/APP/2001/5587	UC	20/06/01	18/03/02	2	RS02AC	1	0.24	4.2	PDL	GF			y		Heswall	Area 7	
501200	N 8 Castle Drive, Heswall	0.03	1	0	W/APP/2004/5334	UC	24/03/04	04/06/04	1	RS02AG	1	0.03	33.3	PDL	GF			y		Heswall	Area 7	
504200	SW 41 Farr Hall Drive, Heswall	0.12	1	0	W/APP/2007/5126	UC	10/04/07	15/07/04	2	RS02AC	1	0.12	8.6	PDL	GF			y		Heswall	Area 7	
515000	Rr Bracken Bank, 19 Dawstone Rd, Heswall	0.35	4	0	W/APP/2005/5610	UC	09/05/05	13/01/04	2	RS02AC	4	0.35	11.6	PDL	GF			y		Heswall	Area 7	
553200	Garden of 9 Mill Lane, Gayton	0.11	1	0	W/APP/2005/6176	UC	15/07/05	11/05/10	2	RS02AC	1	0.11	9.1	PDL	GF			y		Heswall	Area 7	
435200	E 50 Pipers Lane, Heswall	0.09	1	0	W/APP/1999/6448	UC	14/09/95	10/08/00	2	UL01A	1	0.09	11.1	GF	GF				y	Heswall	Area 7	
471400	S 7 Gorse Rd, Meols	0.04	1	0	W/APP/2007/6616	UC	18/10/07	13/11/07	2	RS02AG	1	0.04	25.0	PDL	GF			y		Hoylake and Meols	Area 6	
479000	Rr Clavis, Meols Dr, West Kirby	0.18	1	0	W/APP/2005/7246	UC	31/03/06	24/05/04	2	RS02AA	1	0.18	5.7	PDL	GF			y		Hoylake and Meols	Area 6	
174200	Adj Veolan, Leasowe Rd, Leasowe	0.09	1	0	W/APP/2000/5064	UC	18/02/00	29/02/00	2	RS02AC	1	0.09	11.1	PDL	GF			y		Leasowe and Moreton East	Area 5	
496700	E30 Wimbrick Hey, Moreton	0.01	1	0	W/APP/2001/5403	UC	03/05/01	05/02/03	2	RS02AH	1	0.01	100.0	PDL	GF			y		Leasowe and Moreton East	Area 5	
565900	Adj 112F Manor Rd, Liscard	0.02	1	0	W/APP/2007/6266	UC	19/10/07	02/12/08	1	RS02AG	1	0.02	50.0	PDL	GF		y		y	Liscard	Area 1	
54000	North of (adj) 15 Curzon Avenue New Brighton CH45 5AX	0.02	1	0	W/APP/2007/6728	UC	03/04/08	10/03/09	1	RS02AH	1	0.02	50.0	PDL	GF			y		New Brighton	Area 1	
535300	W Redcliffe, 34 Wellington Rd, New Brighton	0.05	1	0	W/APP/2004/6400	UC	08/11/04	10/06/2005	2	RS02A	1	0.05	19.0	PDL	GF			y		New Brighton	Area 1	
522600	E Holm Cottage, Holmside La, Oxtou	0.08	1	0	W/APP/2003/6082	UC	29/09/03	22/05/08	2	RS02AC	2	0.04	25.0	PDL	GF			y		Oxtou	Area 3	
362800	W 8 Brian Ave, Irby	0.05	1	0	W/APP/2000/6235	UC	01/05/90	08/02/01	2	RS02AG	1	0.05	20.0	PDL	GF				y	Pensby and Thingwall	Area 7	
517700	6A Oaklea Rd, Irby	0.09	1	0	W/APP/2007/5455	UC	16/02/06	26/06/06	2	RS02AC	1	0.09	11.1	PDL	GF				y	Pensby and Thingwall	Area 7	
132500	W & S Braeside, 13 Prenton La, Pren	0.28	1	0	W/APP/2002/7637	UC	26/03/79	23/10/03	2	RS02AC	2	0.14	7.1	PDL	GF			y		Prenton	Area 3	
326100	S 34 Kenmore Rd, Prenton	0.04	1	0	W/APP/1988/5487	UC	19/05/88	04/12/89	2	RS02AG	1	0.04	25.0	PDL	GF			y		Prenton	Area 3	
409300	E Chelwood, Pine Walks, Prenton	0.17	1	0	W/DLS/2007/6369	UC	20/09/07	04/08/09	2	RS02AC	1	0.17	5.9	PDL	GF			y		Prenton	Area 3	
620100	Land adjacent 50 Woodchurch Lane, Prenton	0.33	14	0	W/APP/2009/6285	UC	01/04/10	11/01/11	1	UL01AC	14	0.33	42.4	PDL	GF			y		Prenton	Area 3	
494100	E 31 Peel Ave, Tranmere	0.06	2	0	W/APP/2003/5065	UC	07/03/03	02/07/04	2	UL01AH	2	0.06	33.3	PDL	GF		y		y	Rock Ferry	Area 3	
499900	S 62 Egerton Park, Bebington	0.06	1	0	W/APP/2001/6984	UC	11/01/02	12/02/02	2	RS02	1	0.06	16.7	PDL	GF		y		y	Rock Ferry	Area 3	
400900	W 9 Sherlock La/N 6 Norwood Rd, Poulton	0.04	1	0	W/OUT/2002/5069	UC	07/03/02	21/04/04	1	UL01BA	1	0.04	25.0	PDL	GF		y		y	Seacombe	Area 1	
593200	Unused Land (Grassed) 64 Liscard Road	0.03	6	0	W/APP/2007/7462	UC	07/03/08	31/03/11	3	UL01BA	6	0.03	20.0	GF	GF		y		y	Seacombe	Area 1	
530700	3 The Woodlands, Upton	0.03	1	0	W/APP/2004/7859	UC	27/10/05	01/11/04	1	RS02AC	1	0.03	33.3	PDL	GF			y		Upton	Area 5	
70700	W Southmead, Long Hey Rd, Cald	0.35	1	0	W/APP/2002/5596	UC	31/05/02	15/05/03	2	RS02AC	1	0.35	2.9	PDL	GF			y		West Kirby and Thurstaston	Area 6	
506100	6 Grammar School Lane, Newton	0.19	1	1	W/APP/2004/7959	UC	28/01/05	14/05/03	1	RS02AC	3	0.13	15.4	PDL	GF			y		West Kirby and Thurstaston	Area 6	
525600	Adj Barley House, Kings Drive, Cald	0.36	1	0	W/APP/2006/6429	UC	12/10/06	11/04/06	2	RS02AC	1	0.36	2.8	PDL	GF			y		West Kirby and Thurstaston	Area 6	
529000	43 Cald Road, West Kirby	0.19	1	0	W/APP/2004/6893	UC	29/04/04	21/06/04	1	RS02AB	1	0.19	5.3	PDL	GF			y		West Kirby and Thurstaston	Area 6	
562400	N 19A Cald Road, West Kirby	0.07	1	0	W/APP/2008/6337	UC	12/05/06	18/06/07	2	RS02AC	1	0.07	14.3	PDL	GF			y		West Kirby and Thurstaston	Area 6	
472100	58 Village Rd, Higher Bebington	0.07	3	0	W/APP/2000/6350	UC	29/09/00	17/02/03	1	TR02	3	0.07	46.1	PDL	PDL			y		Bebington	Area 4	
517400	N 4A The Village, Bebington	0.01	1	0																		

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4

SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010

		Units remaining																						
Site ref	Address	Site Area (ha)	Ucon	Nstd	PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA				
598300	Wirral Social Care Assessment Centre, Kennet House,	0.33	3	2	W/APP/2009/6286	UC	18/02/10	21/03/11	1	CM04A	5	0.33	15.2	PDL	PDL					Bebington	Area 4			
591400	Land adjacent to 38 Collin Road, Bidston	0.02	1	0	W/APP/2009/5519	UC	22/07/09	09/10/09	1	RS02AG	1	0.02	50.0	PDL	PDL				y	Bidston & St James	Area 3			
560100	N 13 Mallaby St, Birkenhead	0.06	9	0	W/APP/2005/6290	UC	27/01/06	05/10/07	1	MA	9	0.06	157.7	PDL	PDL	y				Bidston and St James	Area 3			
256200	111-113 Holt Hill, Tranmere	0.25	22	0	W/APP/2007/6757	UC	25/01/08	31/03/11	1	RS02AH	22	0.25	88.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
511200	19 Fountain St, Tranmere	0.05	6	0	W/APP/2002/7394	UC	05/02/03	29/09/03	1	UL01BA	6	0.05	120.0	PDL	PDL		y			Birkenhead and Tranmere	Area 3			
511400	E 28 Kingsland Rd, Oxton	0.02	3	0	W/APP/2002/6936	UC	01/11/02	30/01/06	1	UL01BA	3	0.02	150.0	PDL	PDL		y			Birkenhead and Tranmere	Area 3			
526300	2-8 Balls Rd, Oxton	0.05	15	0	W/APP/2007/6946	UC	09/11/07	21/01/09	1	UL01BA	15	0.05	300.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
532500	Taylormade, 45 Ridley St, Birkenhead	0.02	2	0	W/APP/2004/6548	UC	27/08/04	07/12/04	1	OF01AK	2	0.02	127.7	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
536900	11 Elm Grove, Tranmere	0.04	1	0	W/APP/2005/6271	UC	24/08/05	19/10/05	1	UL01BA	1	0.04	25.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
542500	171-179 Rodney St, Tranmere	0.03	1	3	W/APP/2005/7831	UC	24/01/06	24/01/06	1	UL01BA	4	0.03	116.9	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
544400	Aspendale Road, Tranmere	0.02	2	0	W/APP/2008/5143	UC	20/03/08	31/03/11	2	UL01BA	2	0.02	100.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
549600	Builders Yd, adj 11 Ash Rd, Birkenhead	0.02	2	0	W/APP/2006/6510	UC	26/09/05	24/04/07	1	ST02AA	2	0.02	100.7	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
557100	Garage, 112 Rodney St, Tranmere	0.24	4	0	W/APP/2008/6913	UC	13/06/08	13/06/08	2	TR02AA	4	0.24	16.9	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
560000	75-79 Holt Hill, Tranmere	0.03	2	0	W/APP/2005/7568	UC	05/01/06	07/09/07	1	UL01BA	2	0.03	58.9	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
571600	38-40 Victoria Rd, Tranmere	0.03	3	0	W/APP/2007/6466	UC	10/09/07	25/10/07	2	RS02AC	3	0.03	100.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
581600	10 Balls Road, Oxton	0.02	4	0	W/APP/2007/6946	UC	09/11/07	31/03/11	2	MA04BE	4	0.02	200.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3			
489600	Cabot Engineering, Lodge La, Port	0.18	10	0	W/APP/2000/5968	UC	28/07/00	31/05/01	1	OF01AE	10	0.18	55.6	PDL	PDL		y			Bromborough	Area 4			
494500	Adj 99 New Chester Rd, New Ferry	0.01	2	0	W/APP/2001/5113	UC	09/03/01	12/07/04	1	UL01BA	2	0.01	200.0	PDL	PDL		y			Bromborough	Area 4			
545000	65 Stanley Rd, New Ferry	0.06	3	0	W/APP/2005/5297	UC	05/04/05	23/10/07	1	RS02AC	3	0.06	51.8	PDL	PDL	y				Bromborough	Area 4			
568700	E 67 Shore Drive, New Ferry	0.02	1	0	W/APP/2007/6903	UC	23/11/07	05/12/07	2	RS02AH	1	0.02	50.0	PDL	PDL					Bromborough	Area 4			
591200	Adjacent to 51 N/Apier Road, New Ferry	0.01	1	0	W/APP/2009/5821	UC	26/08/09	25/02/10	1	RS02AH	1	0.01	100.0	PDL	PDL		y			Bromborough	Area 4			
316500	Brookhurst Close, Eastham	0.11	2	0	W/APP/2000/6113	UC	23/10/98	18/12/07	1	RS02AB	2	0.11	18.2	PDL	PDL		y			Clatterbridge	Area 4			
322200	S Alston 108 Brookhurst Rd, Br	0.19	1	0	W/APP/1999/5490	UC	21/05/99	20/05/99	2	RS02AC	1	0.19	5.3	PDL	PDL		y			Clatterbridge	Area 4			
363200	S Chapel Dale, 42 Spital Rd, Poulton/Spital	0.12	1	0	W/APP/1998/6319	UC	15/03/90	07/10/98	2	RS02AC	1	0.12	8.3	PDL	PDL		y			Clatterbridge	Area 4			
506500	33-37 Gardens Road, Bebington	0.03	3	0	W/APP/2002/5365	UC	05/04/02	17/12/02	1	TR02CC	3	0.03	100.0	PDL	PDL		y			Clatterbridge	Area 4			
573700	11 Bellward Close, Spital	0.09	1	0	W/APP/2005/6466	UC	06/09/05	03/11/05	1	RS02AB	2	0.05	22.2	PDL	PDL		y			Clatterbridge	Area 4			
65500	W The Grange, Budworth R, Noct	0.11	0	1		UC	27/05/77	21/04/78	2	RS02AC	2	0.06	18.2	PDL	PDL		y			Cloughton	Area 3			
353100	S Beech House, Noctorum Road	0.19	1	0	W/OUT/1989/7705	UC	19/09/90	16/01/90	2	RS02AC	3	0.06	15.9	PDL	PDL		y			Cloughton	Area 3			
462500	Fmr Maternity Hospital, Grange Mount	0.20	12	0	W/APP/2001/6105	UC	10/05/75	20/07/05	1	UL01BA	12	0.20	61.1	PDL	PDL	y			y	Cloughton	Area 3			
530300	2 Noctorum Avenue, Noctorum	0.08	3	0	W/APP/2004/7043	UC	07/10/04	28/09/04	1	RS02AC	3	0.08	37.5	PDL	PDL		y			Cloughton	Area 3			
540900	Cabin Club, Noctorum	0.40	8	2	W/APP/2010/0057	UC	01/04/10	26/10/07	1	UL01BA	15	0.27	37.5	PDL	PDL		y			Cloughton	Area 3			
549900	Great Western Social Club, 8 Park Rd West, Cloughton	0.29	20	0	W/APP/2005/6847	UC	18/11/05	02/08/07	1	CM06BE	20	0.29	69.9	PDL	PDL		y			Cloughton	Area 3			
558510	Rocklands & Gorsebank, Upton Rd, Cloughton	0.37	16	0	W/APP/2005/7302	UC	06/01/06	27/04/07	1	RS02AG	18	0.33	48.5	PDL	PDL		y			Cloughton	Area 3			
471600	18 Plymyard Ave, Eastham	0.16	1	0	W/APP/1998/6862	UC	22/02/99	13/03/00	1	RS02AC	4	0.04	25.0	PDL	PDL		y			Eastham	Area 4			
563700	W of 12 Mill Park Drive, Eastham	0.33	6	0	W/APP/2006/5993	UC	16/08/06	29/01/08	1	RT01AG	6	0.33	18.2	PDL	PDL		y			Eastham	Area 4			
474800	Land rear of 4, 6A & 6B Mill Hill Road, Irby	0.06	1	0	W/APP/2009/6540	UC	23/02/10	15/03/04	2	RS02AG	1	0.06	16.7	PDL	PDL			y		Greasby Frankby and Irby	Area 7			
488900	Rose Cottage, Frankby Stiles, Frankby	0.05	1	0	W/APP/2000/5105	UC	06/07/00	05/07/01	1	RS02AB	1	0.05	20.0	PDL	PDL			y		Greasby Frankby and Irby	Area 8			
508900	Holmfield, Frankby Stiles, Frankby	0.03	1	0	W/APP/2003/5098	UC	05/04/02	08/05/03	1	RS02AB	1	0.03	33.3	PDL	PDL			y		Greasby Frankby and Irby	Area 8			
533800	26 Sandy Lane, Irby	0.08	1	0	W/APP/2006/5586	UC	10/05/06	03/08/05	1	RS02AB	1	0.08	12.5	PDL	PDL			y		Greasby Frankby and Irby	Area 7			
91000	NE Veldun, Old Mill Cl, Gayton	0.22	0	1	W/APP/23021S	UC	28/07/83	18/09/81	2	RS02AC	3	0.07	13.6	PDL	PDL					Heswall	Area 7			
427420	Dawstone Rise, Gayton	0.24	0	1	W/APP/1998/5715	UC	10/07/98	09/01/98	2	RS02AC	2	0.12	8.3	PDL	PDL					Heswall	Area 7			
452000	SW 14 Hillside Road, Gayton	0.02	1	0	W/APP/1996/6229	UC	25/10/96	08/09/00	2	RS02AC	1	0.02	50.0	PDL	PDL					Heswall	Area 7			
476800	Hazeldene, Broad La, Heswall	0.09	1	0	W/APP/1999/6335	UC	14/10/99	28/01/00	1	RS02AB	1	0.09	11.1	PDL	PDL					Heswall	Area 8			
481100	Charter House, 11-13 Downham Rd South, Heswall	0.11	6	0	W/APP/2003/5735	UC	06/06/03	24/02/04	1	OF01AE	16	0.04	146.8	PDL	PDL					Heswall	Area 7			
504100	W 1 Mill Lane, Gayton	0.09	1	0	W/APP/2004/8037	UC	01/03/05	15/07/04	2	RS02AC	1	0.09	11.2	PDL	PDL					Heswall	Area 7			
534100	Willowbank, Oldfield Road, Heswall	0.04	1	0	W/APP/2002/5966	UC	26/02/03	16/06/05	2	RS02AC	1	0.04	25.0	PDL	PDL					Heswall	Area 7			
544000	Tatton, Mill La, Heswall	0.07	1	0	W/APP/2004/8037	UC	01/03/05	10/07/06	1	RS02	1	0.07	14.3	PDL	PDL					Heswall	Area 7			
548600	Banks View, Sea Looms, Heswall	0.05	1	0	W/APP/2007/5599	UC	18/05/07	13/04/10	1	RS02AB	1	0.05	19.0	PDL	PDL					Heswall	Area 8			
550000	5 Oldfield Drive, Heswall	0.11	1	0	W/APP/2005/7852	UC	08/02/06	26/05/06	1	RS02AC	1	0.11	8.9	PDL	PDL					Heswall	Area 7			
550400	21 Farr Hall Drive, Heswall	0.10	1	0	W/APP/2006/5156	UC	04/10/05	28/11/06	1	RS02AC	1	0.10	10.0	PDL	PDL					Heswall	Area 7			
553600	119A Milner Road, Barnston	0.07	1	0	W/APP/2006/5162	UC	12/04/06	24/07/06	1	RS02AB	1	0.07	14.3	PDL	PDL					Heswall	Area 7			
624000	2 Bowling Green Cottages, Chester Road	0.13	1	0	W/APP/2009/5663	UC	18/08/09	10/12/10	1	RS02AG	1	0.13	7.7	PDL	PDL					Heswall	Area 8			
479100	Fmr St Johns Club, N 33-37 School La, Meols	0.03	1	0	W/APP/2001/5684	UC	21/07/06	09/07/01	1	CM06BE	2	0.02	66.7	PDL	PDL					Hoylake and Meols	Area 6			
592800	Castle Lea, Leasowe Road	0.13	1	0	W/APP/2008/6670	UC	02/12/08	02/09/09	1	RS02AC	1	0.13	7.7	PDL	PDL				y	Leasowe	Area 8			
499100	6 Castlefields Estate, Leasowe	0.10	1	0	W/APP/2007/7297	UC	23/07/09	03/01/08	1	RS02AB	1	0.10	10.2	PDL	PDL				y	Leasowe and Moreton East	Area 8			
503800	13 Castlefields, Leasowe	0.09	1	0	W/APP/2007/7666	UC	01/11/07	21/05/08	1	RS02	1	0.09	11.6	PDL	PDL				y	Leasowe and Moreton East	Area 8			
515400	Castle View, Ditton La, Leasowe	0.06	1	0	W/APP/2003/6576	UC	12/11/03	27/01/04	1	RS02AB	1	0.06	18.0	PDL										

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4																						
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																						
Units remaining																						
Site ref	Address	Site Area (ha)	Ucon	Nstd	PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA		
551800	36-38 Manor Road, Liscard	0.08	7	0	W/APP/2005/7818	UC	02/03/06	13/06/06	1	UL02AB	7	0.08	89.6	PDL	PDL				y	Liscard	Area 1	
594900	Land to the rear of 56 King Street	0.02	2	0	W/APP/2009/5214	UC	23/04/09	14/10/09	1	RT01CD	2	0.02	100.0	PDL	PDL	y				y	Liscard	Area 1
336400	E 51-63 Borrowdale Road, Moreton	0.33	1	0	W/APP/2000/5714	UC	19/04/91	24/10/01	2	RS02A	7	0.05	21.2	PDL	PDL			y			Moreton West and Saughall Massie	Area 5
433500	25 Borrowdale Road, Moreton	0.09	0	1	W/APP/1995/5721	UC	10/07/95	02/07/96	1	RS02AC	5	0.02	55.6	PDL	PDL			y			Moreton West and Saughall Massie	Area 5
494800	20 Bermuda Rd, Moreton	0.03	1	0	W/APP/2000/7293	UC	09/03/01	04/12/01	1	RS02AB	1	0.03	33.3	PDL	PDL			y			Moreton West and Saughall Massie	Area 5
535200	29 Burden Rd, Moreton	0.04	1	0	W/APP/2005/6045	UC	24/06/05	28/07/05	1	RS02AB	1	0.04	28.4	PDL	PDL			y			Moreton West and Saughall Massie	Area 5
540400	BarN/Acre, BarN/Acre La, Moreton	0.18	1	0	W/APP/2006/6988	UC	03/12/04	28/11/07	1	RS02AB	1	0.18	5.6	PDL	PDL			y			Moreton West and Saughall Massie	Area 8
562100	25 Bradman Road, Moreton	0.03	1	0	W/APP/2007/5928	UC	03/07/07	15/01/08	1	RS02AB	1	0.03	33.3	PDL	PDL			y			Moreton West and Saughall Massie	Area 5
602500	68 Borrowdale Road, Moreton, CH46 0RQ	0.08	1	0	W/APP/2010/1454	UC	05/02/11	09/02/11	2	RS02AB	1	0.08	12.5	PDL	PDL			y			Moreton West and Saughall Massie	Area 5
194600	W & N 235/237 Rake Lane, New Brighton	0.33	10	6	W/APP/2001/6109	UC	23/08/01	23/08/01	1	RT01	17	0.31	51.5	PDL	PDL			y		y	New Brighton	Area 1
425500	18 Grosvenor Road, New Brighton	0.05	3	0	W/APP/1994/6366	UC	20/10/94	29/10/96	1	RT02AA	5	0.03	100.0	PDL	PDL			y		y	New Brighton	Area 1
456100	Fountain Garage, 219A Rake La, New Brighton	0.16	12	0	W/APP/2007/5928	UC	25/04/97	26/01/06	1	RT02AA	12	0.16	77.0	PDL	PDL	y		y		y	New Brighton	Area 1
457300	28 Molyneux Drive, New Brighton	0.01	1	0	W/APP/2002/6795	UC	01/11/02	15/05/03	2	RS02AB	1	0.01	100.0	PDL	PDL	y		y		y	New Brighton	Area 1
501300	Albion Garages, Albion St, New Brighton	0.08	1	0	W/APP/2003/7007	UC	28/11/03	19/04/04	1	TR01DD	7	0.01	91.1	PDL	PDL	y		y		y	New Brighton	Area 1
525900	11 Atherton St, New Brighton	0.06	5	0	W/APP/2005/5808	UC	15/08/05	13/12/04	1	CM01CK	5	0.06	78.7	PDL	PDL	y		y		y	New Brighton	Area 1
546900	N/Ags Head car park, 204 Rake Lane, New Brighton	0.08	9	0	W/APP/2005/7040	UC	23/12/05	05/06/06	1	RT03AA	9	0.08	108.4	PDL	PDL	y		y		y	New Brighton	Area 1
549200	Wellington House Hotel, 65 Wellington Rd, New Brighton	0.11	12	0	W/APP/2005/6470	UC	07/10/05	02/11/06	1	RS01AB	12	0.11	108.5	PDL	PDL	y		y		y	New Brighton	Area 1
559200	Hotel Victoria, Albion St, New Brighton	0.38	41	0	W/APP/2005/7397	UC	06/01/06	02/10/08	1	RT03AA	41	0.38	108.1	PDL	PDL	y		y		y	New Brighton	Area 1
569700	9A Grosvenor Rd, New Brighton	0.02	3	0	W/APP/2007/5928	UC	08/05/07	06/07/07	1	ST02AA	3	0.02	150.0	PDL	PDL	y		y		y	New Brighton	Area 1
571700	S 1 Clwyd St, New Brighton	0.02	2	0	W/APP/2008/5359	UC	22/04/08	02/11/07	2	TR02CC	2	0.02	102.4	PDL	PDL	y		y		y	New Brighton	Area 1
583300	1C Clwyd St, New Brighton	0.03	2	1	W/APP/2010/0622	UC	15/07/10	28/09/10	2	TR02CC	3	0.03	100.0	PDL	PDL	y		y		y	New Brighton	Area 1
66600	Westridge, Ingestre R, Oxtton	0.29	1	0	W/APP/1991/5763	UC	07/06/91	22/02/80	1	RS02AA	6	0.05	20.7	PDL	PDL			y			Oxtton	Area 3
376400	S 74 Slatey R, Oxtton	0.04	3	0	W/APP/1993/5724	UC	05/07/91	05/06/98	1	UL01BA	3	0.04	75.0	PDL	PDL	y		y			Oxtton	Area 3
496900	Fmr St Saviours Parish Hall, Storeton Rd	0.12	2	0	W/APP/2001/5200	UC	17/05/01	15/05/02	1	UL01BA	12	0.02	100.0	PDL	PDL	y		y			Oxtton	Area 3
502800	26 Welford Ave, Prenton	0.10	2	0	W/APP/2001/7236	UC	15/03/02	27/05/02	1	RS02AC	4	0.05	40.0	PDL	PDL	y		y			Oxtton	Area 3
547800	2A Gerald Rd, Oxtton	0.07	5	0	W/APP/2005/6232	UC	10/08/05	22/03/07	1	RS02AB	5	0.07	67.5	PDL	PDL	y		y			Oxtton	Area 3
89810	N Malew, Kylemore Way, Pensby	0.26	4	0	W/APP/2006/7448	UC	24/05/84	14/09/84	2	RS02A	7	0.15	26.9	PDL	PDL			y			Pensby and Thingwall	Area 7
584100	138 Thingwall Rd, Irby	0.08	1	0	W/APP/2008/6201	UC	06/08/07	22/05/08	1	RS02AC	1	0.08	12.5	PDL	PDL			y			Pensby and Thingwall	Area 7
153400	Oriel Court Nursing Home, 28 Prenton La, Prenton	0.18	4	0	W/APP/2005/6569	UC	28/08/05	05/01/06	1	CM01CK	28	0.03	153.0	PDL	PDL			y			Prenton	Area 3
414400	Adj 15 Prenton Village Rd, Prenton	0.03	2	0	W/APP/2006/5585	UC	25/05/06	27/11/07	1	TR02CC	2	0.03	66.7	PDL	PDL			y			Prenton	Area 3
505100	Pershore House Sch, 9 Prenton La, Prenton	0.39	6	0	W/APP/2002/6661	UC	18/10/02	17/09/02	1	ED	24	0.10	61.5	PDL	PDL			y			Prenton	Area 3
256720	Chatham Rd/Canterbury Rd, Rock Ferry	0.08	8	0	W/APP/2003/7606	UC	27/07/04	27/07/04	1	UL01BA	8	0.08	100.0	PDL	PDL	y				y	Rock Ferry	Area 3
288400	N 25 Queens Rd, Rock Ferry	0.09	5	0	W/APP/2001/5746	UC	01/10/04	01/10/04	1	UL01BA	5	0.09	55.6	PDL	PDL	y				y	Rock Ferry	Area 3
435700	14A Rock Lane West, Rock Ferry	0.03	4	0	W/APP/2006/6009	UC	21/07/06	11/08/09	1	RS02AB	4	0.03	133.3	PDL	PDL	y					Rock Ferry	Area 3
541900	55 Rock Lane West, Rock Ferry	0.16	17	0	W/APP/2004/7923	UC	28/01/05	21/11/07	1	RS02AC	17	0.16	106.3	PDL	PDL	y				y	Rock Ferry	Area 3
544100	Fm 11 Well Lane, Tranmere	0.12	12	0	W/APP/2005/5399	UC	01/04/05	31/03/11	1	UL01BA	12	0.12	100.8	PDL	PDL	y				y	Rock Ferry	Area 3
572200	Adj 577 Old Chester Rd, Higher Bebington	0.02	1	0	W/APP/2007/5931	UC	10/07/07	11/12/07	2	UL01AC	1	0.02	50.0	PDL	PDL			y			Rock Ferry	Area 3
370000	SW 2 Sherlock Lane, Poulton	0.04	2	0	W/APP/1990/7529	UC	01/02/91	31/10/91	2	UL01BA	2	0.04	50.0	PDL	PDL	y					Seacombe	Area 1
513900	N 6 Norwood Rd, Poulton	0.02	2	0	W/APP/2002/7130	UC	16/12/02	25/11/03	1	UL01BA	2	0.02	100.0	PDL	PDL	y					Seacombe	Area 1
527900	72-74 Liscard Rd, Egremont	0.13	8	0	W/APP/2003/7271	UC	02/04/04	10/06/05	1	RT02AA	10	0.10	76.9	PDL	PDL	y				y	Seacombe	Area 1
551500	SW Rose & Crown PH, Poulton Rd, Poulton	0.12	5	0	W/APP/2005/7281	UC	16/01/06	30/10/07	1	UL02AB	5	0.12	40.7	PDL	PDL	y					Seacombe	Area 1
583900	Adj 53 Hampstead Rd, Poulton	0.01	1	0	W/APP/2007/6342	UC	17/08/07	10/11/08	1	UL01BA	1	0.01	100.0	PDL	PDL	y					Seacombe	Area 1
598100	Land adj 45 Cherrybank, Poulton	0.11	2	2	W/DPP4/2009/6287	UC	21/01/10	14/01/11	1	UL01BA	4	0.11	36.4	PDL	PDL	y				y	Seacombe	Area 1
558900	Pelican PH, Houghton Rd, Woodchurch	0.10	17	0	W/APP/2007/6256	UC	24/08/07	31/03/11	1	RT03AA	17	0.10	174.1	PDL	PDL			y			Upton	Area 5
551300	S 10 Sea Rd, New Brighton	0.07	1	0	W/APP/2007/5211	UC	15/06/07	31/03/11	2	RS02AC	1	0.07	14.1	PDL	PDL			y			Wallasey	Area 1
555000	Fmr Warren Club, 151 Grove Rd, Wallasey Village	0.10	3	0	W/APP/2006/5122	UC	15/03/06	02/08/06	1	CM06BE	9	0.03	89.4	PDL	PDL			y			Wallasey	Area 1
197400	27 Springfield Avenue, Newton	0.15	1	0	W/APP/2003/5207	UC	06/06/03	15/09/03	1	RS02AB	1	0.15	6.7	PDL	PDL					y	West Kirby and Thurston	Area 6
489800	Windrush, 15 Links Hey Rd, Caldy	0.27	1	0	W/APP/2001/6262	UC	28/09/01	31/03/03	1	RS02AC	1	0.27	3.7	PDL	PDL					y	West Kirby and Thurston	Area 6
497700	49 Grammar School La, Newton	0.14	1	0	W/APP/2001/5683	UC	06/07/01	03/08/01	1	RS02A	2	0.07	14.3	PDL	PDL					y	West Kirby and Thurston	Area 6
519100	51-53 Column Rd, Newton	0.40	2	0	W/APP/2004/6008	UC	16/06/04	20/09/05	1	RS02AB	6	0.13	15.0	PDL	PDL					y	West Kirby and Thurston	Area 6
567300	Long View, Gorse Lane, Newton	0.14	1	0	W/APP/2006/7497	UC	13/03/07	21/08/07	1	RS02AB	1	0.14	7.1	PDL	PDL					y	West Kirby and Thurston	Area 6
580000	Grange Cottage, Pinetree Dr, Newton	0.09	1	0	W/APP/2007/7171	UC	14/12/07	31/03/11	2	RS02AC	1	0.09	11.1	PDL	PDL					y	West Kirby and Thurston	Area 6
598000	Rock Mount, Thorsway, Caldy	0.30	1	0	W/APP/2009/5625	UC	14/07/09	06/05/10	1	RS02AC	1	0.30	3.3	PDL	PDL					y	West Kirby and Thurston	Area 6
			574	23																		

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4																					
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																					
Units remaining																					
Site ref	Address	Site Area (ha)	Ucon	Nstd	PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA	
SITES UNDER 0.40HA - NOT STARTED																					
588700	Land Adjacent to 2 Worcester Road	0.38	0	2	W/APP/2008/5508	NS	25/05/08	N/A	1	UL01A	2	0.38	5.3	PDL	GF	y				Bidston & St James	Area 3
545600	N Eleanor Park, Eleanor Rd, Bidston	0.24	0	7	W/APP/2010/0414	NS	22/04/10	N/A	2	RS02AF	7	0.24	28.6	PDL	GF	y				Bidston and St James	Area 3
488000	Rr 5.7.9 St Andrews Rd, Bebington	0.08	0	1	W/APP/2010/1335	NS	16/12/10	N/A	1	RS02AG	1	0.08	12.7	PDL	GF	y				Clatterbridge	Area 4
90800	NW Constantia, Farr Hall Drive, Heswall	0.11	0	1	W/APP/2008/5990	NS	28/07/08	N/A	2	RS02A	1	0.11	9.1	PDL	GF		y			Heswall	Area 7
590100	Land adjacent 37 Station Road, Liscard	0.02	0	1	W/APP/2008/6025	NS	01/08/08	N/A	1	RS02AG	1	0.02	50.0	PDL	GF	y				Liscard	Area 1
589800	Rear of 71 Penkett Road	0.02	0	1	W/OUT/2007/7553	NS	09/04/08	N/A	2	RS02AG	1	0.02	50.0	PDL	GF	y				New Brighton	Area 1
555800	Rr 24 Golf Links Rd, Prenton	0.22	0	1	W/APP/2008/6430	NS	30/09/08	N/A	2	RS02AC	1	0.22	4.6	PDL	GF	y				Prenton	Area 3
600300	Land rear of 44 Prenton Del Road, Prenton, CH43 3BY	0.04	0	1	W/APP/2010/0002	NS	06/04/10	N/A	1	UL01AC	1	0.04	25.0	PDL	GF	y				Prenton	Area 3
69800	Land to rear of, 5 Spenser Avenue, Rock Ferry, Wirral,	0.08	0	4	W/APP/2010/0553	NS	24/06/10	N/A	1	RS02AA	4	0.08	50.0	PDL	GF	y				Rock Ferry	Area 3
589900	Land to Rear of 29 Ravenwood Avenue	0.04	0	1	W/APP/2011/0081	NS	15/03/11	N/A	1	RS02AG	1	0.04	25.0	PDL	GF	y				Rock Ferry	Area 3
599700	19 St Peters Mews, Rock Ferry, CH42 1RT	0.02	0	1	W/OUT/2010/0554	NS	24/06/10	N/A	1	UL01AC	1	0.02	50.0	PDL	GF	y				Rock Ferry	Area 3
552000	129 Mount Road, Higher Bebington	0.40	0	9	W/DLS/2008/6839	NS	23/06/09	N/A	1	RT01DD	9	0.40	22.3	PDL	PDL		y			Bebington	Area 4
559900	6-8 Elm Rd, Higher Bebington	0.03	0	6	W/APP/2008/5998	NS	18/08/08	N/A	1	UL02AB	6	0.03	172.2	PDL	PDL		y			Bebington	Area 4
587500	Wishing Gate, Mount Road, Higher Bebington	0.13	0	1	W/APP/2007/7455	NS	12/05/08	N/A	1	RS02AC	1	0.13	7.7	PDL	PDL		y			Bebington	Area 8
602400	Anscot, The Highcroft, Bebington, CH63 7JL	0.08	0	1	W/APP/2010/1489	NS	04/02/11	N/A	1	RS02AB	1	0.08	12.5	PDL	PDL		y			Bebington	Area 4
537600	St Annes Institute, St Annes Place, Birkenhead	0.06	0	6	W/APP/2008/5234	NS	04/04/08	N/A	1	ED01	6	0.06	101.8	PDL	PDL	y				Bidston and St James	Area 3
578700	Land adjacent to south of 9 School Lane, Bidston, CH43	0.04	0	2	W/APP/2009/6169	NS	03/12/09	N/A	1	RS02AG	2	0.04	50.0	PDL	PDL		y			Bidston and St James	Area 3
598900	123 Livingstone Street, Birkenhead, CH41 4HQ	0.02	0	2	W/APP/2010/0258	NS	27/04/10	N/A	1	UL02AB	2	0.02	100.0	PDL	PDL	y				Bidston and St James	Area 3
587400	109 Holt Hill, Tranmere	0.03	0	8	W/APP/2007/7405	NS	18/04/08	N/A	1	RS02AC	8	0.03	266.7	PDL	PDL	y				Birkenhead & Tranmere	Area 3
587800	Rodney Street, Tranmere	0.03	0	6	W/APP/2008/5122	NS	16/04/08	N/A	1	RS02AH	6	0.03	200.0	PDL	PDL	y				Birkenhead & Tranmere	Area 3
591700	Vacant Workshop & Yard, 73 Albion Street, Birkenhead	0.03	0	9	W/APP/2008/5872	NS	02/09/08	N/A	1	UL02AB	9	0.03	300.0	PDL	PDL	y				Birkenhead & Tranmere	Area 2
594500	11-17 Dacre Street Birkenhead	0.02	0	0	W/OUT/2008/6169	NS	31/10/08	N/A	1	RT01CD	0	0.00	0.0	PDL	PDL	y				Birkenhead & Tranmere	Area 2
517000	Adj 28 Carlton Rd, Oxton	0.02	0	2	W/APP/2008/6310	NS	07/11/08	N/A	1	TR02CC	2	0.02	100.0	PDL	PDL		y			Birkenhead and Tranmere	Area 3
565300	Walkers Carpets, 65/67 Woodchurch Road, Oxton	0.03	0	4	W/APP/2008/6108	NS	12/08/08	N/A	1	RT01CE	4	0.03	133.3	PDL	PDL		y			Birkenhead and Tranmere	Area 3
581200	32-36 Hampden Rd, Tranmere	0.05	0	4	W/APP/2010/1417	NS	17/01/11	N/A	1	CM06BA	4	0.05	85.9	PDL	PDL	y				Birkenhead and Tranmere	Area 3
581700	75A Woodchurch Rd, Oxton	0.05	0	4	W/APP/2010/1063	NS	27/10/10	N/A	2	CM04BB	4	0.05	80.0	PDL	PDL		y			Birkenhead and Tranmere	Area 3
583000	17-27 Whitfield St, Tranmere	0.02	0	3	W/APP/2010/1239	NS	12/01/11	N/A	1	TR02CC	3	0.02	150.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3
583800	Leighton Rd, Tranmere	0.18	0	12	W/APP/2008/5610	NS	19/09/08	N/A	1	UL01BA	12	0.18	66.7	PDL	PDL	y				Birkenhead and Tranmere	Area 3
597600	68 Derby Road, Tranmere, CH42 7HB	0.04	0	9	W/APP/2009/6551	NS	16/03/10	N/A	1	UL02AB	9	0.04	225.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3
602700	Land adjacent 30 Harland Road, Tranmere, CH42 0LU	0.02	0	2	W/APP/2010/1369	NS	14/02/11	N/A	1	UL01BA	2	0.02	100.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3
90200	W 2 Mill Road, Bromborough	0.12	0	3	W/APP/2010/1458	NS	04/02/11	N/A	2	UL01AH	3	0.12	25.0	PDL	PDL		y			Bromborough	Area 4
522900	21 The Rake, Bromborough, Wirral, CH62 7AE	0.05	0	1	W/APP/2009/5788	NS	21/08/09	N/A	1	RS02AC	1	0.05	20.0	PDL	PDL		y			Bromborough	Area 4
591500	99c New Chester Road, New Ferry	0.02	0	9	W/APP/2008/6551	NS	22/10/08	N/A	1	RT02AA	9	0.02	450.0	PDL	PDL		y			Bromborough	Area 4
592400	93 The Rake Bromborough	0.14	0	1	W/APP/2008/6591	NS	09/01/09	N/A	1	RS02AB	1	0.14	7.1	PDL	PDL		y			Bromborough	Area 4
593700	101 New Chester Road, New Ferry	0.09	0	8	W/OUT/2008/6767	NS	19/01/09	N/A	1	MA04AK	8	0.09	88.9	PDL	PDL		y			Bromborough	Area 4
600200	Great Eastern, New Ferry Road, New Ferry, CH62 1BN	0.24	0	10	W/APP/2010/0223	NS	07/07/10	N/A	1	RT03AA	10	0.24	41.7	PDL	PDL		y			Bromborough	Area 4
603300	Land on south side of Wharf Street, Port Sunlight	0.40	0	48	W/APP/2010/0544	NS	07/07/10	N/A	1	RS02AF	48	0.40	120.0	PDL	PDL		y			Bromborough	Area 4
73300	Trafalgar Sports Club, 67 Bromborough Rd, Bebington	0.18	0	6	W/APP/2011/0118	NS	29/03/11	N/A	1	CM06BE	6	0.18	33.3	PDL	PDL		y			Clatterbridge	Area 4
557000	BP Garage, Bromborough Rd, Bebington	0.23	0	35	W/OUT/2008/6913	NS	20/02/09	N/A	1	RT01DE	35	0.23	149.9	PDL	PDL		y			Clatterbridge	Area 4
601700	Rose Cottage, Poulton Road, Spital, CH63 0HL	0.08	0	1	W/OUT/2010/1100	NS	05/11/10	N/A	1	RS02AC	1	0.08	12.5	PDL	PDL		y			Clatterbridge	Area 8
524200	Fmr ATC Tollemache Rd, Claughton	0.10	0	6	W/APP/2008/6314	NS	09/08/08	N/A	1	UL01BA	6	0.10	60.0	PDL	PDL		y			Claughton	Area 3
597000	16-18 Eastbourne Road, Birkenhead	0.04	0	11	W/OUT/2009/5135	NS	12/06/09	N/A	1	RT02	11	0.04	275.0	PDL	PDL	y				Claughton	Area 3
467800	Springbank, Frankby Stiles, Larton Hey, Frankby, Wirral,	0.04	0	1	W/APP/2009/5322	NS	19/06/09	N/A	1	RS02AB	1	0.04	25.0	PDL	PDL				y	Greasy Frankby and Irby	Area 8
528600	16 Sandy Lane North, Irby	0.04	0	1	W/APP/2010/0370	NS	19/07/10	N/A	1	RS02AB	1	0.04	25.0	PDL	PDL			y		Greasy Frankby and Irby	Area 8
541500	Summerville, Larton Hey, Frankby	0.05	0	1	W/APP/2009/5908	NS	04/12/09	N/A	1	RS02AB	1	0.05	20.0	PDL	PDL			y		Greasy Frankby and Irby	Area 8
598800	9 Irbyside Road, Frankby, CH48 1NU	0.09	0	1	W/APP/2010/0341	NS	25/06/10	N/A	1	RS02AB	1	0.09	11.1	PDL	PDL			y		Greasy Frankby and Irby	Area 8
603500	Woodcote, Sandy Lane North, Irby, CH61 4XX	0.08	0	1	W/APP/2010/1288	NS	20/12/10	N/A	1	RS02AB	1	0.08	12.5	PDL	PDL			y		Greasy Frankby and Irby	Area 8
485600	W Pin/Acle, 17 Beacon La, Heswall	0.17	0	1	W/APP/2008/6131	NS	09/09/08	N/A	2	RS02AC	1	0.17	5.8	PDL	PDL			y		Heswall	Area 7
587700	Heatherstones, 92 Oldfield Road, Heswall	0.18	0	1	W/APP/2008/5076	NS	05/03/09	N/A	1	RS02AC	1	0.18	5.6	PDL	PDL			y		Heswall	Area 8
595100		0.16	0	1	W/OUT/2009/5253	NS	24/04/09	N/A	1	RS02AC	1	0.16	6.3	PDL	PDL			y		Heswall	Area 7
596000	39 Rhodesway Gayton CH60 2UB	0.07	0	1	W/APP/2008/5848	NS	02/07/08	N/A	1	RS02AB	1	0.07	14.3	PDL	PDL			y		Heswall	Area 7
596900	350 Telegraph Road, Heswall, Wirral, CH60 6RW	0.06	0	1	W/APP/2009/6247	NS	13/01/10	N/A	1	RS02AC	1	0.06	16.7	PDL	PDL			y		Heswall	Area 7
598600	Pine Lodge, Station Road, Heswall, Wirral, CH60 8PW	0.14	0	1	W/APP/2009/5918	NS	07/05/09	N/A	1	RS02AB	1	0.14	7.1	PDL	PDL			y		Heswall	Area 7
602300	2 Target Road, Heswall, CH60 9LD	0.07	0	1	W/APP/2010/1315	NS	26/01/11	N/A	1	RS02AC	1	0.07	14.3	PDL	PDL			y		Heswall	Area 8
620300	The Willows, Gayton Farm Road	0.21	0	1	W/APP/2010/1314	NS	24/12/10	N/A	1	RS02AB	1	0.21	4.8	PDL	PDL			y		Heswall	Area 8
603600	10 Hadfield Avenue, Hoylake, CH47 3DJ	0.02	0	4	W/APP/2009/6439	NS	02/06/10	N/A	1	UL01BA	4	0.02	200.0	PDL	PDL			y		Hoylake and Meols	Area 6
599300	Land adjacent to 29 Wright Street, Wallasey, Wirral	0.02	0	2	W/APP/2010/0395	NS	26/05/10	N/A	1	UL01BA	2	0.02	100.0	PDL	PDL	y				Liscard	Area 1
602600	10 Rullerton Road, Liscard, CH44 5XQ	0.02	0	3	W/APP/2010/1445	NS	01/02/11	N/A	1	RT02AA	3	0.02	150.0	PDL	PDL			y		Liscard	Area 1
597300																					

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4																						
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																						
Units remaining																						
Site ref	Address	Site Area (ha)	Ucon	Nstd	PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA		
589000	3 Edgehill Road, Moreton	0.08	0	1	W/APP/2008/5640	NS	27/06/08	N/A	1	RS02AB	1	0.08	12.5	PDL						Moreton West & Saughall Massie	Area 5	
592300	11 Birch Avenue Upton	0.1	0	1	W/APP/2008/6806	NS	11/12/08	N/A	1	UL01BA	1	0.10	10.0	PDL				y		Moreton West & Saughall Massie	Area 5	
595200	72 Borrowdale Road, Moreton	0.09	0	1	W/APP/2008/6959	NS	16/09/08	N/A	1	RS02AB	1	0.09	11.1	PDL					y	Moreton West & Saughall Massie	Area 5	
595400	44 Burden Road, Moreton, CH46 6BQ	0.04	0	1	W/APP/2009/5305	NS	11/05/09	N/A	1	RS02AB	1	0.04	25.0	PDL					y	Moreton West and Saughall Massie	Area 5	
601600	32 Arroyo Avenue, Moreton, CH46 0RZ	0.03	0	1	W/APP/2010/1122	NS	03/11/10	N/A	1	RS02AB	1	0.03	33.3	PDL					y	Moreton West and Saughall Massie	Area 5	
568500	Greenbank, 1A Rowson Street, New Brighton	0.05	0	10	W/APP/2008/5749	NS	01/08/08	N/A	1	RS02AH	10	0.05	200.0	PDL				y		New Brighton	Area 1	
590000	Bayview Nursing Home, 69 Albion Street, New Brighton	0.04	0	10	W/OUT/2008/5392	NS	22/08/08	N/A	1	CM01CK	10	0.04	250.0	PDL				y		New Brighton	Area 1	
596700	Vacant Unit, 38A Magazine Lane, New Brighton, Wirral	0.07	0	5	W/OUT/2009/5944	NS	30/10/09	N/A	1	MA13	5	0.07	71.4	PDL				y		New Brighton	Area 1	
474000	Holm Cottage, Holmside Land,	0.06	0	2	W/APP/2009/5356	NS	20/08/09	N/A	1	RS02AC	2	0.06	33.3	PDL					y	Oxton	Area 3	
540600	Land South East of 18 Oulton Close, Oxton, CH43 0XE	0.03	0	1	W/APP/2010/1166	NS	14/12/10	N/A	1	UL01BA	1	0.03	33.3	PDL					y	Oxton	Area 3	
568800	34 Palm Grove, Cloughton	0.04	0	1	W/APP/2008/5550	NS	05/05/08	N/A	1	RS02AC	1	0.04	25.0	PDL					y	Oxton	Area 3	
600600	Unused Land, Village Road, Oxton, CH43 5SR	0.09	0	1	W/APP/2010/0583	NS	22/07/10	N/A	1	UL02AB	1	0.09	11.1	PDL				y		Oxton	Area 3	
597500	Brandlehov, 26 Seven Acres Lane, Thingwall	0.2	0	1	W/APP/2010/0204	NS	29/03/10	N/A	1	RS02	1	0.20	5.0	PDL					y	Pensby and Thingwall	Area 7	
547600	Adj 1 Mulberry Rd, Rock Ferry	0.02	0	2	W/APP/2007/7023	NS	04/08/08	N/A	1	TR02CC	2	0.02	120.0	PDL					y	Rock Ferry	Area 3	
561900	Define Design Kitchens, 31A Well Lane, Tranmere	0.39	0	14	W/OUT/2009/5271	NS	02/10/09	N/A	1	RT01BY	14	0.39	35.8	PDL					y	Rock Ferry	Area 3	
564400	Fmr Residential Home, 43-51 Bedford Road, Rock Ferry	0.07	0	8	W/APP/2008/6112	NS	15/08/08	N/A	1	CM01CK	8	0.07	114.3	PDL					y	Rock Ferry	Area 3	
570700	Bromborough Car Sales, New Chester Road	0.09	0	7	W/APP/2008/6555	NS	23/10/08	N/A	1	RT01DD	7	0.09	77.8	PDL					y	Rock Ferry	Area 3	
594600	Crooked Billet (public house) 89-91 Old Chester Road	0.06	0	5	W/APP/2009/5054	NS	03/03/09	N/A	1	RS02AE	5	0.06	83.3	PDL					y	Rock Ferry	Area 3	
594700	165/167 Bedford Road, Rock Ferry, Wirral, CH42 2AW	0.05	0	8	W/OUT/2009/5143	NS	09/04/09	N/A	1	UL01BA	8	0.05	160.0	PDL					y	Rock Ferry	Area 3	
620000	Selo Bollans Food Processors, 49 Mulberry Road, Rock	0.21	0	19	W/APP/2009/6552	NS	01/04/10	N/A	1	MA04AK	19	0.21	90.5	PDL					y	Rock Ferry	Area 3	
442500	27a-29 Falkland Road, Egremont, CH44 8EN	0.05	0	6	W/APP/2009/6232	NS	03/12/09	N/A	1	UL01BA	6	0.05	120.0	PDL					y	Seacombe	Area 1	
520300	23 Fell St/61 Church St, Seacombe	0.03	0	4	W/APP/2008/6339	NS	10/09/08	N/A	1	UL01BA	4	0.03	133.3	PDL					y	Seacombe	Area 1	
539700	Fmr Club, Church Rd, Seacombe	0.04	0	5	W/APP/2010/1279	NS	20/12/10	N/A	1	LE01CH	5	0.04	134.1	PDL					y	Seacombe	Area 1	
587900	142 Borough Road, Seacombe	0.01	0	1	W/APP/2008/5139	NS	03/04/08	N/A	1	RT01	1	0.01	100.0	PDL					y	Seacombe	Area 1	
595600	29a Falkland Road, Egremont, Wirral, CH44 8EN	0.04	0	5	W/APP/2009/5365	NS	29/05/09	N/A	1	RS02AA	5	0.04	125.0	PDL					y	Seacombe	Area 1	
556400	Ganneys Meadow Nursery, Woodchurch	0.27	0	12	W/APP/2010/0677	NS	11/08/10	N/A	1	UL01BA	12	0.27	44.2	PDL					y	Upton	Area 5	
602200	Unused Land (Grassed), land east of 69 Royden Road,	0.10	0	4	W/APP/2010/1226	NS	06/12/10	N/A	1	UL01BA	4	0.10	40.0	PDL					y	Upton	Area 5	
588500	42 Sea Road New Brighton	0.09	0	1	W/APP/2008/5442	NS	14/05/08	N/A	1	RS02AC	1	0.09	11.1	PDL					y	Wallasey	Area 1	
587300	Hilbre Cottage 3 Kirby Close West Kirby CH48 2HB	0.06	0	1	W/APP/2007/7347	NS	03/04/08	N/A	1	RS02AB	1	0.06	16.7	PDL					y	West Kirby & Thurstaston	Area 6	
591800	25 Croft Drive East, Caldly	0.33	0	1	W/APP/2008/5397	NS	09/10/08	N/A	1	RS02AC	1	0.33	3.0	PDL					y	West Kirby & Thurstaston	Area 6	
124200	Sawrey Knotts, 18 Croft Drive, Caldly, CH48 2JW	0.32	0	1	W/APP/2010/0030	NS	16/03/10	N/A	1	RS02AC	1	0.32	3.1	PDL					y	West Kirby and Thurstaston	Area 6	
225700	S 23 Carpenters Lane, West Kirby	0.06	0	1	W/APP/2009/5522	NS	30/06/09	N/A	2	RS02AG	1	0.06	17.2	PDL					y	West Kirby and Thurstaston	Area 6	
481900	Farnley, 3 Croft Drive West, Caldly	0.28	0	1	W/APP/2010/0282	NS	03/06/10	N/A	1	RS02AC	1	0.28	3.6	PDL					y	West Kirby and Thurstaston	Area 6	
562000	17 Croft Drive East, Caldly	0.28	0	1	W/APP/2009/5236	NS	29/04/09	N/A	1	RS02AC	1	0.28	3.6	PDL					y	West Kirby and Thurstaston	Area 6	
600700	47 Caldly Road, West Kirby, CH48 2HF	0.13	0	1	W/APP/2010/0860	NS	07/09/10	N/A	1	RS02AB	1	0.13	7.7	PDL					y	West Kirby and Thurstaston	Area 6	
			0	435																		
	ALLOCATIONS				SITES UNDER 0.40HA - NOT INCLUDED																	
HS1/12	SE Social Centre, Highcroft	0.23	0	15		NS			2	UL01AH	15	0.23	65.22	g					y		Bebington	Area 4

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4																						
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																						
Site ref	Address	Site Area (ha)	Units remaining			PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA	
			Ucon	Nstd																		
CHANGES OF USE																						
UNDER CONSTRUCTION																						
466000	3-5 Town Lane Bebington	0.01	1	0		W/APP/1998/6533	UC	12/07/67	09/02/09	1	RT01CF	1	0.01	100.0	PDL	PDL					Bebington	Area 4
586700	Nursery House, Boundary Road	0.08	3	0		W/APP/2007/7329	UC	03/04/08	05/08/08	1	RS02AC	3	0.08	37.5	PDL	PDL					Bidston & St James	Area 3
581100	262 Conway Street, Birkenhead	0.01	2	0		W/APP/2007/6972	UC	03/12/07	01/05/08	1	OF02AD	2	0.01	200.0	PDL	PDL	y				Bidston and St James	Area 3
586800	9 Hamilton Square Birkenhead	0.01	5	0		W/APP/2008/5232	UC	22/05/08	07/08/08	1	OF01	5	0.01	500.0	PDL	PDL	y				Birkenhead & Tranmere	Area 2
589500	45-47 Oxtou Road, Birkenhead	0.02	4	0		W/APP/2008/5991	UC	25/07/08	16/02/09	1	RS02AA	4	0.02	200.0	PDL	PDL	y				Birkenhead & Tranmere	Area 3
442200	1 Dacre Street, Birkenhead	0.01	1	0		W/APP/2006/7418	UC	11/07/06	19/10/06	1	AG01BE	2	0.01	200.0	PDL	PDL	y				Birkenhead and Tranmere	Area 2
527600	Telesales, 8 Hamilton Square, Birkenhead	0.01	3	0		W/APP/2004/5296	UC	22/05/08	27/10/05	1	OF01AE	5	0.01	500.0	PDL	PDL	y				Birkenhead and Tranmere	Area 2
527800	21 -23, Hamilton Square, Birkenhead	0.04	15	0		W/APP/2004/7587	UC	21/04/04	20/01/05	1	OF01	15	0.04	375.0	PDL	PDL	y				Birkenhead and Tranmere	Area 2
543300	11 Clifton Road, Tranmere	0.02	1	0		W/APP/2004/7788	UC	14/02/05	07/02/06	1	RS02AC	1	0.02	50.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3
547000	60-64 Argyle Street, Birkenhead	0.05	12	0		W/APP/2005/7538	UC	17/02/06	10/04/06	1	LE01CH	12	0.05	240.0	PDL	PDL	y				Birkenhead and Tranmere	Area 2
552100	144-148 Whetstone Lane, Tranmere	0.04	9	0		W/APP/2005/7267	UC	01/12/05	12/04/07	1	RS02AH	9	0.04	225.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3
567100	6 Duncan Street, Birkenhead	0.01	3	0		W/APP/2006/6765	UC	26/01/07	05/10/07	1	UL02AB	3	0.01	300.0	PDL	PDL	y				Birkenhead and Tranmere	Area 2
585900	46-50 Grange Road West, Birkenhead	0.03	5	0		W/APP/2008/5097	UC	12/03/08	06/01/09	1	RT01ZJ	5	0.03	166.7	PDL	PDL	y				Birkenhead and Tranmere	Area 3
602100	32 Elm Grove, Tranmere, CH42 0LA	0.04	1	0		W/APP/2010/1231	UC	21/12/10	27/01/11	1	RS02AG	1	0.04	25.0	PDL	PDL	y				Birkenhead and Tranmere	Area 3
536100	171-175 New Chester Road, New Ferry	0.03	4	0		W/APP/2005/7094	UC	04/11/05	24/08/05	1	RT01BD	4	0.03	133.3	PDL	PDL		y			Bromborough	Area 4
545700	Old Wash House, Port Sunlight	0.01	1	0		W/APP/2005/5937	UC	28/06/05	02/03/06	1	OF01AE	1	0.01	100.0	PDL	PDL		y			Bromborough	Area 4
584300	50 New Chester Road, New Ferry	0.01	1	0		W/APP/2007/6041	UC	26/07/07	31/03/11	1	RT01BZ	1	0.01	100.0	PDL	PDL		y			Bromborough	Area 4
588100	Eye Deal Opticians, 17 New Chester Road, New Ferry	0.01	2	0		W/APP/2008/5336	UC	25/04/08	25/02/09	1	RT01ZF	2	0.01	200.0	PDL	PDL		y			Bromborough	Area 4
599500	87 New Ferry Road, New Ferry, CH62 1BH	0.01	2	0		W/APP/2010/0482	UC	14/06/10	27/05/10	1	RS02AE	2	0.01	200.0	PDL	PDL		y			Bromborough	Area 4
552300	29 Manor Road, Thornton Hough	0.16	1	0		W/APP/2005/6891	UC	18/11/05	05/12/06	1	LE03	1	0.16	6.3	PDL	PDL				y	Clatterbridge	Area 8
572000	38-42 Birkenhead Rd, Hoylake	0.06	3	0		W/APP/2005/7745	UC	23/01/06	26/11/07	1	RT01AA	3	0.06	50.0	PDL	PDL				y	Hoylake and Meols	Area 6
585100	Dormie House, West Kirby	0.19	1	0		W/APP/2007/5752	UC	21/06/07	31/03/11	1	RS01BE	1	0.19	5.3	PDL	PDL				y	Hoylake and Meols	Area 6
304600	53 King Street, Egremont	0.01	1	0		W/APP/2006/6223	UC	15/08/06	24/04/07	1	RT01	2	0.01	200.0	PDL	PDL	y				Liscard	Area 1
394600	Adj Saddle Inn PH, Liscard	0.02	1	0		W/APP/1994/6688	UC	16/02/95	07/11/95	1	RT01	1	0.02	50.0	PDL	PDL	y				Liscard	Area 1
410300	51 King Street, Egremont	0.01	1	0		W/APP/2005/7229	UC	28/11/05	12/04/06	1	RS02AE	3	0.00	300.0	PDL	PDL	y				Liscard	Area 1
534500	3-7, Liscard Grove, Liscard	0.02	3	0		W/APP/2004/7393	UC	16/11/04	30/08/05	1	OF01A	3	0.02	150.0	PDL	PDL		y			Liscard	Area 1
534600	Bell & Joynson, 51-53 Wallasey Road, Liscard	0.01	1	0		W/APP/2004/7701	UC	21/12/04	30/06/05	1	OF01AD	1	0.01	100.0	PDL	PDL		y			Liscard	Area 1
535700	108 Seaview Road, Liscard	0.01	2	0		W/APP/2005/6198	UC	11/07/05	08/08/05	1	RS01AE	2	0.01	200.0	PDL	PDL		y			Liscard	Area 1
539100	115-117 King Street, Egremont	0.01	3	0		W/APP/2005/6655	UC	06/09/05	12/01/06	1	RT01	3	0.01	300.0	PDL	PDL	y				Liscard	Area 1
571400	42-44 King Street, Egremont	0.02	4	0		W/APP/2007/5657	UC	03/07/07	28/09/07	1	RT01BF	4	0.02	200.0	PDL	PDL	y				Liscard	Area 1
572900	10 King Street, Egremont	0.06	3	0		W/APP/2007/7334	UC	28/01/08	07/02/08	1	RS02AE	3	0.06	50.0	PDL	PDL	y				Liscard	Area 1
579300	Crown Interiors, Liscard	0.02	2	0		W/APP/2007/6054	UC	21/01/08	31/03/11	1	MA07AB	2	0.02	100.0	PDL	PDL			y		Liscard	Area 1
582900	70 King Street, Egremont	0.01	1	0		W/APP/2007/6521	UC	26/09/07	26/06/10	1	RT01CK	1	0.01	100.0	PDL	PDL	y				Liscard	Area 1
583100	Manor Grange, Egremont	0.08	9	0		W/APP/2007/6361	UC	14/09/07	31/03/11	1	OF01AB	9	0.08	112.5	PDL	PDL	y				Liscard	Area 1
623000	90 - 92 The Property Centre, Wallasey	0.04	2	0		W/APP/2009/5627	UC	27/07/09	08/04/10	1	OF01AF	2	0.04	50.0	PDL	PDL			y		Liscard	Area 1
532400	298 Hoylake Road, Moreton	0.02	1	0		W/APP/2004/6683	UC	24/08/04	17/02/05	1	RT01AN	1	0.02	50.0	PDL	PDL			y		Moreton West and Saughal Massie	Area 5
434800	26/29 & 31/35 Marine Park Mansions Wellington Road	0.05	0	2		W/APP/2008/6196	UC	28/10/08	28/09/95	1	RS02AA	13	0.01	260.0	PDL	PDL			y		New Brighton	Area 1
532600	14 Atherton Street, New Brighton	0.01	3	0		W/APP/2004/7805	UC	14/01/05	11/03/05	1	RS02AE	3	0.01	300.0	PDL	PDL			y		New Brighton	Area 1
556600	118 Rake Lane, Liscard	0.01	3	0		W/APP/2006/6491	UC	22/09/06	01/11/06	1	RS02AE	3	0.01	300.0	PDL	PDL			y		New Brighton	Area 1
557400	26a Wellington Road, New Brighton	0.01	1	0		W/APP/2006/7139	UC	29/12/06	19/12/06	1	RS02AA	1	0.01	100.0	PDL	PDL			y		New Brighton	Area 1
566300	Albion Hotel, New Brighton	0.12	14	0		W/APP/2006/6628	UC	09/08/07	09/08/07	1	RT03AA	14	0.12	116.7	PDL	PDL	y				New Brighton	Area 1
571500	26 Penkett Rd, Liscard	0.07	5	0		W/APP/2007/5488	UC	06/06/07	10/10/07	1	RS02AG	5	0.07	71.4	PDL	PDL	y				New Brighton	Area 1
578900	205A Seabank Road, New Brighton	0.01	1	0		W/APP/2007/7435	UC	28/01/08	31/03/11	1	RS02AE	1	0.01	100.0	PDL	PDL			y		New Brighton	Area 1
535600	Fmr Bowler Hat Hotel, 2 Talbot Rd, Oxtou	0.44	0	8		W/APP/2005/5328	UC	24/06/05	04/08/05	1	RS01	36	0.10	81.2	PDL	PDL			y		Oxtou	Area 3
540200	1C Rosemount, Oxtou, CH43 5SN	0.03	5	0		W/APP/2004/6846	UC	15/12/04	26/11/10	1	MA04C	5	0.03	166.7	PDL	PDL			y		Oxtou	Area 3
545500	Tonys, 1 Beresford Road, Oxtou	0.22	9	9		W/APP/2006/6860	UC	05/03/07	05/03/07	1	RT03BA	18	0.22	81.8	PDL	PDL			y		Oxtou	Area 3
554700	56 Shrewsbury Road, Oxtou	0.09	7	0		W/APP/2005/7293	UC	06/12/05	04/12/08	1	RS02AE	7	0.09	77.8	PDL	PDL			y		Oxtou	Area 3
537500	319 Poulton Road, Poulton	0.01	2	0		W/APP/2005/5902	UC	07/06/05	08/11/05	1	RT01BF	2	0.01	200.0	PDL	PDL	y				Seacombe	Area 1
558100	279-281 Poulton Road, Poulton	0.02	5	0		W/APP/2006/5924	UC	28/07/06	25/01/07	2	RT01	5	0.02	250.0	PDL	PDL	y				Seacombe	Area 1
568500	3 Sherlock Lane, Poulton	0.01	1	0		W/APP/2006/7353	UC	08/02/07	30/08/07	1	RT01	1	0.01	100.0	PDL	PDL	y				Seacombe	Area 1
578600	135 Brighton Street, Egremont	0.01	3	0		W/APP/2007/7276	UC	06/02/08	02/07/08	1	RS02AE	3	0.01	300.0	PDL	PDL	y				Seacombe	Area 1
590500	Chefs Larder, 125 Poulton Road, Poulton	0.01	1	0		W/APP/2008/6019	UC	31/07/08	21/01/10	1	RT01AI	1	0.01	100.0	PDL	PDL	y				Seacombe	Area 1
534700	26-30 Village Road, West Kirby	0.04	6	0		W/APP/2003/6288	UC	21/10/04	21/06/05	1	RT01	6	0.04	150.0	PDL	PDL			y		West Kirby and Thurstaston	Area 6
			180	19																		

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4																					
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																					
Site ref	Address	Site Area (ha)	Units remaining			PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA
			Ucon	Nstd																	
CHANGES OF USE		NOT STARTED																			
604500	The Royal Hotel, 3 Cathcart Street, Birkenhead, CH41 3NG	0.02	0	6	W/APP/2009/6544	NS	24/11/10	N/A	1	RS01AD	6	0.02	300.0	PDL	PDL	y			y	Bidston and St James	Area 2
601000	60 Hoylake Road, Bidston, CH41 7BY	0.02	0	1	W/APP/2010/0838	NS	26/08/10	N/A	1	RT01	1	0.02	50.0	PDL	PDL		y		y	Bidston and Tranmere	Area 3
592100	116 Claughton Road, Birkenhead	0.02	0	2	W/APP/2008/6581	NS	05/11/08	N/A	1	RT01AA	2	0.02	100.0	PDL	PDL	y			y	Birkenhead & Tran	Area 3
587200	Vacant Shop, 70 Chester Street, Birkenhead	0.01	0	2	W/APP/2007/6699	NS	04/06/08	N/A	1	RT01	2	0.01	200.0	PDL	PDL	y			y	Birkenhead & Tranmere	Area 2
593100	7 Bridge Street, Birkenhead	0.01	0	1	W/APP/2007/6605	NS	30/05/08	N/A	1	RS02AE	1	0.01	100.0	PDL	PDL	y			y	Birkenhead & Tranmere	Area 2
593300	62 Hamilton Square, Birkenhead	0.01	0	2	W/APP/2008/6725	NS	23/12/08	N/A	1	TR02CC	2	0.01	200.0	PDL	PDL	y			y	Birkenhead & Tranmere	Area 2
593500	Chris Pluck Betting Office, 11 Woodchurch Road, Oxton	0.01	0	1	W/APP/2008/6338	NS	09/01/09	N/A	1	LE01CB	1	0.01	100.0	PDL	PDL		y		y	Birkenhead & Tranmere	Area 3
594400	The Yard, 2 Hinderton Road / Green Lane Tranmere	0.02	0	4	W/APP/2010/1095	NS	19/11/10	N/A	1	RT03AA	4	0.02	200.0	PDL	PDL	y			y	Birkenhead & Tranmere	Area 3
603100	57 Argyle Street South, Tranmere, CH41 9DA	0.02	0	2	W/APP/2010/1104	NS	09/03/11	N/A	1	UL02AB	2	0.02	200.0	PDL	PDL	y			y	Birkenhead & Tranmere	Area 2
552600	40 Carlton Road, Oxton, Wirral, CH42 9NQ	0.03	0	1	W/APP/2009/5505	NS	01/09/09	N/A	1	RS02AG	1	0.03	33.3	PDL	PDL		y		y	Birkenhead and Tranmere	Area 3
582300	Rear of 43 The Woodlands, Tranmere	0.02	0	1	W/APP/2010/0315	NS	02/07/10	N/A	1	UL02BA	1	0.02	50.0	PDL	PDL	y			y	Birkenhead and Tranmere	Area 3
594800	377-385 Borough Road, Oxton, Wirral, CH42 0HA	0.06	0	5	W/APP/2008/7002	NS	20/04/09	N/A	1	RT01	5	0.06	83.3	PDL	PDL	y			y	Birkenhead and Tranmere	Area 3
598800	Vacant Shop, 100 Church Road, Tranmere, CH42 0LJ	0.01	0	1	W/APP/2010/0145	NS	12/04/10	N/A	1	RT01	1	0.01	100.0	PDL	PDL		y		y	Birkenhead and Tranmere	Area 3
601300	463 Borough Road, Oxton, CH42 0HB	0.01	0	1	W/APP/2010/0695	NS	07/10/10	N/A	1	RT01	1	0.01	100.0	PDL	PDL	y			y	Birkenhead and Tranmere	Area 3
601400	Storage, 76 Westbourne Road, Birkenhead	0.01	0	1	W/APP/2010/0939	NS	20/10/10	N/A	1	RT01	1	0.01	100.0	PDL	PDL	y			y	Birkenhead and Tranmere	Area 3
588800	Shillings Café Bar, 78-80 New Chester Road, New Ferry	0.02	0	1	W/APP/2007/7109	NS	23/04/08	N/A	1	RT03BA	1	0.02	50.0	PDL	PDL		y		y	Bromborough	Area 4
588900	Paddock Johnson Associates, 31-33 & 35 Boundary Road,	0.01	0	2	W/APP/2008/5615	NS	14/07/08	N/A	1	OF01AD	2	0.01	200.0	PDL	PDL		y		y	Bromborough	Area 4
592900	12 New Ferry Road New Ferry CH62 1BJ	0.01	0	1	W/APP/2007/7575	NS	01/07/08	N/A	1	RS02A	1	0.01	100.0	PDL	PDL		y		y	Bromborough	Area 4
595700	1-3 Olinda Street New Ferry CH62 5DA	0.01	0	2	W/APP/2008/5428	NS	02/03/09	N/A	1	MA13	2	0.01	200.0	PDL	PDL		y		y	Bromborough	Area 4
596300	5 Cole Street, Birkenhead, Wirral, CH43 4US	0.03	0	5	W/APP/2009/5420	NS	09/07/09	N/A	1	RT01BT	5	0.03	166.7	PDL	PDL	y			y	Claughton	Area 3
603000	Trustland Construction, 6A-8 Lingdale Road North,	0.02	0	1	W/APP/2010/1471	NS	16/02/11	N/A	1	OF01	1	0.02	50.0	PDL	PDL		y		y	Claughton	Area 3
178400	Oaklands, 11 Plymyard Avenue, Bromborough, Wirral,	0.75	0	1	W/APP/2009/5432	NS	10/06/09	N/A	1	UL01AH	1	0.75	1.3	PDL	PDL		y			Eastham	Area 4
592700	Westleigh Residential Home, Mount Avenue, Heswall	0.04	0	1	W/APP/2008/6740	NS	26/11/08	N/A	1	CM04AC	1	0.04	25.0	PDL	PDL			y		Heswall	Area 7
563500	45-49 King Street Egremont CH44 8AU	0.04	0	10	W/APP/2008/5123	NS	30/05/08	N/A	1	RS02AF	10	0.04	250.0	PDL	PDL	y			y	Liscard	Area 1
586900	34 King Street, Egremont, CH44 8AU	0.05	0	3	W/APP/2009/6224	NS	25/11/09	N/A	1	RT01	3	0.05	60.0	PDL	PDL	y			y	Liscard	Area 1
590700	Vacant Building, 85-89 King Street, Egremont	0.03	0	9	W/APP/2008/6144	NS	18/09/08	N/A	1	UL02AB	9	0.03	300.0	PDL	PDL	y			y	Liscard	Area 1
592200	100 Manor Road Liscard	0.01	0	1	W/APP/2008/6807	NS	15/12/08	N/A	1	RT01BF	1	0.01	100.0	PDL	PDL		y		y	Liscard	Area 1
595500	10a Rullerton Road, Liscard, Wirral, CH44 5XQ	0.03	0	1	W/APP/2009/5213	NS	14/05/09	N/A	1	RS02AG	1	0.03	33.3	PDL	PDL		y		y	Liscard	Area 1
596800		0.01	0	3	W/APP/2009/5942	NS	16/10/09	N/A	1	RT01	3	0.01	300.0	PDL	PDL	y			y	Liscard	Area 1
597900	Petrom Engineering, 92B King Street, Egremont, CH44 8AN	0.03	0	2	W/APP/2009/6542	NS	16/02/10	N/A	1	RT01	2	0.03	66.7	PDL	PDL	y			y	Liscard	Area 1
598400	12 Rullerton Road, Liscard, Wirral, CH44 5XQ	0.06	0	1	W/APP/2009/5212	NS	10/06/09	N/A	1	OF01	1	0.06	16.7	PDL	PDL		y		y	Liscard	Area 1
600900	65 King Street, Egremont, CH44 0BY	0.01	0	1	W/APP/2010/0843	NS	31/08/10	N/A	1	RT01	1	0.01	100.0	PDL	PDL	y			y	Liscard	Area 1
602900	92 King Street, Egremont, CH44 8AN	0.01	0	1	W/APP/2010/1464	NS	16/02/11	N/A	1	RT01	1	0.01	100.0	PDL	PDL	y			y	Liscard	Area 1
599100	336 Hoylake Road, Moreton, CH46 6DF	0.03	0	1	W/APP/2010/0192	NS	29/04/10	N/A	1	OF01	1	0.03	33.3	PDL	PDL			y		Moreton West and Saughall Massie	Area 5
547300	Adagio Nursing Home, 50 Wellington Road, New Brighton,	0.14	0	10	W/APP/2010/0125	NS	01/04/10	N/A	1	CM01CK	10	0.14	71.4	PDL	PDL		y		y	New Brighton	Area 1
582000	Salisbury Centre, New Brighton	0.05	0	6	W/APP/2010/0756	NS	13/08/10	N/A	1	CM06BC	6	0.05	120.0	PDL	PDL	y			y	New Brighton	Area 1
596900	Redcaps, 72-74 Victoria Parade, New Brighton	0.03	0	8	W/APP/2010/0530	NS	23/06/10	N/A	1	UL02AB	8	0.03	266.7	PDL	PDL		y		y	New Brighton	Area 1
622000	5 Rowson Street, New Brighton, Wirral, CH45 5AR	0.01	0	1	W/APP/2009/5641	NS	28/07/09	N/A	1	RT03BB	1	0.01	100.0	PDL	PDL		y		y	New Brighton	Area 1
589100	G K M Computers, 173 Old Chester Road, Rock Ferry	0.01	0	1	W/APP/2008/5737	NS	15/07/08	N/A	1	RT01CF	1	0.01	100.0	PDL	PDL		y		y	Rock Ferry	Area 4
357900	67 St Pauls Road Seacombe CH44 7AJ	0.01	0	1	W/APP/2008/5754	NS	29/08/08	N/A	1	OF01AK	1	0.01	100.0	PDL	PDL	y			y	Seacombe	Area 1
595900	76 Poulton Road Poulton CH44 9DH	0.01	0	1	W/APP/2008/6665	NS	05/01/09	N/A	1	RT01	1	0.01	100.0	PDL	PDL	y			y	Seacombe	Area 1
596200	Eagle Arms Hotel, 61-63 Rankin Street, Poulton, Wirral,	0.01	0	2	W/APP/2009/6149	NS	16/11/09	N/A	1	RT03AA	2	0.01	200.0	PDL	PDL	y			y	Seacombe	Area 1
590400	2 Orrydale Road, West Kirby	0.02	0	1	W/APP/2008/6012	NS	08/08/08	N/A	1	RT01AA	1	0.02	50.0	PDL	PDL			y		West Kirby & Thurston	Area 6
			0	109																	

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4																					
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																					
Site ref	Address	Site Area (ha)	Units remaining			PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA
			Ucon	Nstd																	
CONVERSIONS																					
UNDER CONSTRUCTION																					
578500	Chestnut Lodge, 114 Vyner Road South, Bidston	0.13	2	0	W/APP/2007/7328	UC	13/02/08	31/03/11	1	RS02AC	2	0.13	15.4	PDL	PDL		y			Bidston and St James	Area 3
585200	2 Norman Street, Birkenhead	0.01	2	0	W/APP/2007/5696	UC	06/06/07	31/03/11	1	RS02AH	2	0.01	200.0	PDL	PDL	y				Bidston and St James	Area 3
544300	21 Elm Grove Tranmere	0.02	3	0	W/APP/2005/5130	UC	14/03/05	24/06/08	1	RS02AC	3	0.02	150.0	PDL	PDL	y				Birkenhead & Tranmere	Area 3
588000	Alexandra Hotel, 41 Victoria Road	0.03	8	0	W/APP/2008/5208	UC	21/04/08	26/09/08	1	RS01AB	8	0.03	266.7	PDL	PDL	y				Birkenhead & Tranmere	Area 3
600100	Quarry Bank Hostel, Quarry Bank, Tranmere, CH41 2XF	0.14	12	0	W/APP/2010/0275	UC	07/07/10	21/03/11	1	RS01AD	12	0.14	85.7	PDL	PDL	y				Birkenhead and Tranmere	Area 3
532200	52 New Chester Road, New Ferry	0.01	2	0	W/APP/2004/7350	UC	24/11/04	01/02/05	1	RS02AE	2	0.01	200.0	PDL	PDL		y			Bromborough	Area 4
561700	3 Coronation Drive, Bromborough	0.01	1	0	W/APP/2006/5712	UC	05/06/06	23/03/07	1	RT01AK	1	0.01	100.0	PDL	PDL		y			Bromborough	Area 4
585500	6 Sefton Road, New Ferry	0.05	6	0	W/APP/2007/5897	UC	04/07/07	25/06/08	1	RS02AG	6	0.05	120.0	PDL	PDL		y			Bromborough	Area 4
531400	8 Alexandra Road, Birkenhead	0.03	3	0	W/APP/2004/7233	UC	29/10/04	05/01/05	1	RS02AG	3	0.03	100.0	PDL	PDL	y				Cloughton	Area 3
532800	24 Boundary Road, Bidston	0.05	4	0	W/APP/2005/6040	UC	15/07/05	07/12/04	1	RS02AG	4	0.05	80.0	PDL	PDL		y			Cloughton	Area 3
547900	17 Devonshire Road, Oxton	0.03	3	0	W/APP/2005/6233	UC	11/11/05	23/06/06	1	RS02AA	4	0.02	133.3	PDL	PDL		y			Cloughton	Area 3
554800	65-67 Shrewsbury Road, Oxton	0.17	12	0	W/APP/2007/6568	UC	05/10/07	31/03/11	1	RS02AG	12	0.17	70.6	PDL	PDL		y			Cloughton	Area 3
560900	Stables, The Hollies, 16 Ashville Road, Birkenhead	0.34	1	8	W/APP/2006/6469	UC	28/04/06	07/02/08	1	RS02AA	9	0.34	26.5	PDL	PDL		y			Cloughton	Area 3
522400	Hilltop, Dee View Road, Heswall	0.01	2	0	W/APP/2003/6037	UC	14/10/03	03/12/07	1	RS02AE	2	0.01	200.0	PDL	PDL			y		Heswall	Area 7
200900	80 Market Street, Hoylake	0.06	1	0	W/APP/2003/5985	UC	20/09/05	10/08/05	1	RS02AE	4	0.02	66.7	PDL	PDL			y		Hoylake and Meols	Area 6
512000	13 Westbourne Road, West Kirby	0.01	2	0	W/APP/2002/5390	UC	18/04/02	11/01/07	1	RT01CD	2	0.01	200.0	PDL	PDL			y		Hoylake and Meols	Area 6
579900	121 King Street, Egremont	0.02	3	0	W/APP/2007/7226	UC	18/12/07	31/03/11	1	RS02AE	3	0.02	150.0	PDL	PDL	y				Liscard	Area 1
584400	The Bank, 72 King Street, Egremont	0.01	3	0	W/APP/2008/5321	UC	18/04/08	20/02/08	1	OF01	3	0.01	300.0	PDL	PDL	y				Liscard	Area 1
542300	51-59 Rowson Street, New Brighton	0.14	15	0	W/APP/2007/5425	UC	24/08/07	02/09/07	1	RS01AD	15	0.14	107.1	PDL	PDL		y			New Brighton	Area 1
543100	Priory Nook, New Brighton	0.04	4	0	W/APP/2005/7467	UC	21/12/05	08/02/06	1	RS02AC	4	0.04	100.0	PDL	PDL		y			New Brighton	Area 1
552900	212 Seabank Road	0.05	6	0	W/APP/2005/6938	UC	27/01/06	11/11/08	1	RS02AA	6	0.05	120.0	PDL	PDL		y			New Brighton	Area 1
568900	27 Waterloo Road, New Brighton	0.01	2	0	W/APP/2006/7349	UC	08/02/07	15/02/08	1	RS02AH	2	0.01	200.0	PDL	PDL		y			New Brighton	Area 1
569100	7 Windsor Street, New Brighton	0.01	2	0	W/APP/2006/7549	UC	12/02/07	21/11/07	1	RS02AH	2	0.01	200.0	PDL	PDL		y			New Brighton	Area 1
579200	9 Marlborough Road, New Brighton	0.01	2	0	W/APP/2007/7508	UC	22/01/08	31/03/11	1	RS02AC	2	0.01	200.0	PDL	PDL		y			New Brighton	Area 1
581000	151 Victoria Road, New Brighton	0.03	4	0	W/APP/2007/7141	UC	13/12/07	31/03/11	1	RS02AA	4	0.03	133.3	PDL	PDL		y			New Brighton	Area 1
582100	6 Hope Street, New Brighton	0.01	2	0	W/APP/2007/6704	UC	12/10/07	26/03/08	1	RS02AH	2	0.01	200.0	PDL	PDL		y			New Brighton	Area 1
582600	15 Marine Terrace, Egremont	0.05	1	0	W/APP/2007/6519	UC	03/10/07	31/03/11	1	RS02AH	1	0.05	20.0	PDL	PDL		y			New Brighton	Area 1
587600	110 Seabank Road, New Brighton	0.04	4	0	W/APP/2008/5067	UC	01/07/08	03/11/08	1	RS02AA	4	0.04	100.0	PDL	PDL		y			New Brighton	Area 1
591300	12 Cumberland Avenue, New Brighton	0.02	4	0	W/APP/2008/6302	UC	09/10/08	22/05/08	1	RS02AG	4	0.02	200.0	PDL	PDL		y			New Brighton	Area 1
601500	68 Egerton Street, New Brighton, CH45 2LT	0.02	3	0	W/APP/2010/1074	UC	21/10/10	24/01/11	2	RS02AH	3	0.02	150.0	PDL	PDL		y			New Brighton	Area 1
536600	16 Lorne Road, Oxton	0.08	1	0	W/APP/2005/6748	UC	28/10/05	22/08/05	1	RS02AA	1	0.08	12.5	PDL	PDL		y			Oxton	Area 3
546200	10 James Street Oxton	0.03	2	0	W/APP/2005/5991	UC	17/06/05	06/04/09	1	RS02AH	2	0.03	66.7	PDL	PDL		y			Oxton	Area 3
555200	12 North Road, Tranmere	0.03	2	0	W/APP/2006/5073	UC	10/03/06	01/09/06	1	RS02AG	2	0.03	66.7	PDL	PDL		y			Prenton	Area 3
567700	645 Borough Road, Tranmere	0.03	4	0	W/APP/2006/7022	UC	07/12/06	23/10/07	1	RS01BE	4	0.03	133.3	PDL	PDL		y			Prenton	Area 3
86700	54-56 Egerton Park, Rock Ferry	0.15	13	0	W/APP/2005/7577	UC	02/12/79	10/03/06	1	RS02AA	13	0.15	86.7	PDL	PDL		y			Rock Ferry	Area 3
413800	14 Rock Lane West Rock Ferry	0.05	1	2	W/APP/2005/5819	UC	03/06/05	04/06/08	1	RS02AA	3	0.05	60.0	PDL	PDL	y				Rock Ferry	Area 3
537200	85 Rock Lane East, Rock Ferry	0.02	2	0	W/APP/2005/6704	UC	16/09/05	31/10/05	1	RS02AG	2	0.02	100.0	PDL	PDL	y				Rock Ferry	Area 3
564900	176A Bedford Road, Rock Ferry	0.01	3	0	W/APP/2006/6070	UC	25/09/06	28/04/08	1	RS02AE	3	0.01	300.0	PDL	PDL	y				Rock Ferry	Area 3
579600	562 Old Chester Road, Rock Ferry	0.01	2	0	W/APP/2007/7196	UC	02/01/08	01/08/08	1	RS02AH	2	0.01	200.0	PDL	PDL		y			Rock Ferry	Area 3
586300	13 Queens Road, Rock Ferry	0.04	3	0	W/APP/2008/5475	UC	07/05/08	13/05/08	1	RS02AC	3	0.04	75.0	PDL	PDL	y				Rock Ferry	Area 3
597400	63 Albany Road, Rock Ferry, Wirral	0.18	2	0	W/APP/2009/5929	UC	22/09/09	08/04/10	1	RS02AH	2	0.18	11.1	PDL	PDL	y				Rock Ferry	Area 3
602000	Vacant Shop, 85 Grove Road, Rock Ferry, CH42 3XT	0.01	2	0	W/APP/2010/1311	UC	15/12/10	15/12/10	1	UL02AB	2	0.01	200.0	PDL	PDL	y				Rock Ferry	Area 3
567200	18 Sandon Road, Egremont	0.02	3	0	W/APP/2007/5335	UC	30/03/07	15/06/07	1	RS02AH	3	0.02	150.0	PDL	PDL	y				Seacombe	Area 1
568600	69 Clarendon Road, Egremont	0.02	3	0	W/APP/2006/7291	UC	05/01/07	08/09/08	1	RS02AH	3	0.02	150.0	PDL	PDL	y				Seacombe	Area 1
569200	31 Falkland Road, Egremont	0.02	4	0	W/APP/2006/7552	UC	02/02/07	31/10/07	1	RS02AA	4	0.02	200.0	PDL	PDL	y				Seacombe	Area 1
578300	Percy Road, Seacombe	0.03	6	0	W/APP/2007/7410	UC	15/02/08	31/03/11	1	RS02AH	6	0.03	200.0	PDL	PDL	y				Seacombe	Area 1
579800	158 Falkland Road, Egremont	0.02	3	0	W/APP/2007/7220	UC	24/12/07	23/04/08	1	RS02AH	3	0.02	150.0	PDL	PDL	y				Seacombe	Area 1
582500	11 St Pauls Road, Seacombe	0.01	2	0	W/APP/2007/6674	UC	04/10/07	08/10/08	1	RS02AH	2	0.01	200.0	PDL	PDL	y				Seacombe	Area 1
586200	55 Liscard Road, Seacombe	0.01	2	0	W/APP/2008/5315	UC	07/04/08	14/05/08	1	RS02AG	2	0.01	200.0	PDL	PDL	y				Seacombe	Area 1
601100	77 South Parade, West Kirby	0.03	2	0	W/APP/2007/7155	UC	10/06/08	19/08/10	1	RS02AD	2	0.03	66.7	PDL	PDL			y		West Kirby and Thurstaston	Area 6
			181	10																	

LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL - ANNUAL MONITORING REPORT 2010/11 - APPENDIX 4																					
SCHEDULE OF COMMITTED RESIDENTIAL SITES - APRIL 2010																					
Units remaining																					
Site ref	Address	Site Area (ha)	Ucon	Nstd	PP Number	PP Date	Date Comm	dev type	Land Use	tot cap	area avail (ha)	density	PDF pre-2010	PDL post-2010	RSS Inner	RSS Outer	RSS Rural	IHPA	Ward	SA	
CONVERSIONS		NOT STARTED																			
589600	34 Elm Grove	0.03	0	3	W/APP/2008/6138	NS	11/08/08	N/A	1	RS02AG	3	0.03	100.0	PDL	PDL	y			y	Birkenhead & Tranmere	Area 3
601200	29 Oxtan Road, Birkenhead	0.03	0	4	W/APP/2010/1011	NS	24/09/10	N/A	1	RS01AD	4	0.03	133.3	PDL	PDL	y			y	Birkenhead & Tranmere	Area 3
588400	5 Stanley Road	0.04	0	6	W/APP/2008/5425	NS	23/06/08	N/A	1	RS02AG	6	0.04	150.0	PDL	PDL		y		y	Bromborough	Area 4
594200	4 Egerton Road New Ferry	0.01	0	2	W/APP/2008/6982	NS	11/02/09	N/A	1	RS02AH	2	0.01	200.0	PDL	PDL		y		y	Bromborough	Area 4
599200	32 Stanley Road, New Ferry, CH62 5AS	0.06	0	5	W/APP/2010/0388	NS	14/05/10	N/A	1	RS02AA	5	0.06	83.3	PDL	PDL		y		y	Bromborough	Area 4
603200	4-6 Bebington Road, New Ferry, CH62 5BQ	0.01	0	3	W/APP/2011/0185	NS	22/03/11	N/A	1	RS01AD	3	0.01	300.0	PDL	PDL		y		y	Bromborough	Area 4
73500	Leverhulme Court, 4 Quarry Road East	0.35	0	1	W/APP/2009/5303	NS	22/04/09	N/A	1	RS02AK	1	0.35	2.9	PDL	PDL		y			Clatterbridge	Area 4
240200	157 Upton Road Bidston CH43 7QE	0.33	0	1	W/APP/2008/6205	NS	12/09/08	N/A	2	RS02CC	1	0.33	3.0	PDL	PDL		y			Cloughton	Area 3
539010	Wethersfield House, Noctorum	0.56	0	19	W/APP/2009/5471	NS	02/10/09	N/A	1	RS02AC	19	0.56	33.9	PDL	PDL		y			Cloughton	Area 3
590900	34 The Kings Gap, Hoylake	0.06	0	2	W/APP/2008/6234	NS	29/08/08	N/A	1	RS02AA	2	0.06	33.3	PDL	PDL			y		Hoylake & Meols	Area 6
114310	Maurice Jones Court, 60 Pasture Road, Moreton, Wirral	0.30	0	2	W/APP/2009/5369	NS	03/06/09	N/A	1	RS02AK	2	0.30	6.7	PDL	PDL			y		Leasowe and Moreton East	Area 5
581400	212 Breck Road, Wallasey Village	0.03	0	2	W/APP/2008/5189	NS	07/04/08	N/A	1	RS02AG	2	0.03	66.7	PDL	PDL		y		y	Liscard	Area 1
589200	17 Egremont Promenade, Egremont	0.03	0	3	W/APP/2008/5794	NS	16/07/08	N/A	1	RS02AH	3	0.03	100.0	PDL	PDL	y			y	Liscard	Area 1
591600	51 Lymington Road, Liscard	0.02	0	2	W/APP/2008/6254	NS	21/10/08	N/A	1	RS02AC	2	0.02	100.0	PDL	PDL		y		y	Liscard	Area 1
591900	42 Egremont Promenade	0.04	0	1	W/APP/2008/6069	NS	19/11/08	N/A	1	RS02AA	1	0.04	25.0	PDL	PDL	y			y	Liscard	Area 1
594300	25 Seabank Road Egremont	0.02	0	2	W/APP/2008/6995	NS	16/02/09	N/A	1	TR02CC	2	0.02	100.0	PDL	PDL	y			y	Liscard	Area 1
597800	24 Hillside Road, Wallasey Village, CH44 2DZ	0.02	0	2	W/APP/2009/6507	NS	19/03/10	N/A	1	RS02AG	2	0.02	100.0	PDL	PDL		y		y	Liscard	Area 1
598700	16 Egremont Promenade, Egremont, CH44 8BG	0.03	0	2	W/APP/2010/0160	NS	06/04/10	N/A	1	RS02AI	2	0.03	66.7	PDL	PDL	y			y	Liscard	Area 1
603400	Sycamore Lodge Nursing Home, 54 Greenheys, Liscard	0.05	0	1	W/APP/2010/0978	NS	04/10/10	N/A	1	CM04AD	1	0.05	20.0	PDL	PDL		y		y	Liscard	Area 1
620200	63 Trafalgar Road, Egremont	0.01	0	2	W/APP/2010/1342	NS	30/12/10	N/A	1	RS02AG	2	0.01	200.0	PDL	PDL	y			y	Liscard	Area 1
588300	4 Dudley Road New Brighton CH45 9JP	0.04	0	5	W/APP/2008/5420	NS	01/08/08	N/A	1	RS02AA	5	0.04	125.0	PDL	PDL		y		y	New Brighton	Area 1
590200	112 Seabank Road New Brighton	0.04	0	5	W/APP/2008/5783	NS	15/07/08	N/A	1	RS02AG	5	0.04	125.0	PDL	PDL		y		y	New Brighton	Area 1
598500	70 Albion Street, New Brighton, CH45 9JH	0.02	0	2	W/APP/2009/5937	NS	23/09/09	N/A	1	RS02AH	2	0.02	100.0	PDL	PDL		y		y	New Brighton	Area 1
600800	50 Seabank Road, Egremont, CH45 7PF	0.02	0	2	W/APP/2010/0813	NS	20/08/10	N/A	1	RS02AG	2	0.02	100.0	PDL	PDL		y		y	New Brighton	Area 1
601800	3 Waterloo Road, New Brighton, CH45 2JN	0.03	0	3	W/APP/2010/1149	NS	17/11/10	N/A	2	RS02AC	3	0.03	100.0	PDL	PDL		y		y	New Brighton	Area 1
598200	27 Shrewsbury Road, Oxtan	0.06	0	4	W/APP/2009/6033	NS	23/11/09	N/A	1	RS01AD	4	0.06	66.7	PDL	PDL		y			Oxtan	Area 3
599900	5-7 St Andrews Road, Cloughton, CH43 1TB	0.08	0	2	W/APP/2010/0574	NS	02/07/10	N/A	1	RS01AD	2	0.08	25.0	PDL	PDL		y			Oxtan	Area 3
602800	4 Devonshire Place, Oxtan, CH43 1TU	0.07	0	8	W/APP/2010/1504	NS	14/02/11	N/A	1	UL02AB	8	0.07	114.3	PDL	PDL		y			Oxtan	Area 3
589400	495 Old Chester Road, Rock Ferry	0.04	0	4	W/APP/2008/5932	NS	22/07/08	N/A	1	RS02AA	4	0.04	100.0	PDL	PDL		y		y	Rock Ferry	Area 3
590600	94 Highfield Road, Rock Ferry	0.01	0	2	W/APP/2008/6158	NS	21/08/08	N/A	1	RS02AH	2	0.01	200.0	PDL	PDL		y		y	Rock Ferry	Area 3
600500	18A Woodland Road, Rock Ferry, CH42 4NT	0.04	0	2	W/APP/2010/0674	NS	29/07/10	N/A	1	RS02AA	2	0.04	50.0	PDL	PDL		y		y	Rock Ferry	Area 3
588600	53 Liscard Road	0.01	0	4	W/APP/2008/5581	NS	05/06/08	N/A	1	RS02AH	4	0.01	400.0	PDL	PDL	y			y	Seacombe	Area 1
593400	1/2 Seaton Villas, Merrills Lane, Upton	0.12	0	1	W/APP/2008/6779	NS	17/12/08	N/A	1	RS02AG	1	0.12	8.3	PDL	PDL			y		Upton	Area 5
			0	109																	

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	<i>LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL – DEVELOPER CONTRIBUTIONS AND THE COMMUNITY INFRASTRUCTURE LEVY</i>
WARD/S AFFECTED:	<i>ALL</i>
REPORT OF:	<i>ACTING DIRECTOR OF DEPARTMENT OF REGENERATION, HOUSING AND PLANNING</i>
RESPONSIBLE PORTFOLIO HOLDER:	<i>REGENERATION AND PLANNING STRATEGY – CLLR PHIL DAVIES</i>
KEY DECISION?	<i>YES</i>

1.0 EXECUTIVE SUMMARY

- 1.1 The Community Infrastructure Levy (CIL) is a new levy that local authorities in England and Wales can choose to charge on new developments in their area. CIL will have significant implications for the use of planning agreements and obligations. This report advises on the changing legal and policy context for planning agreements and obligations and on the potential for CIL to provide future funding for essential infrastructure.
- 1.2 It is recommended that an evidence base of infrastructure is developed as part of the Local Development Framework for Wirral, to facilitate the production of a CIL Charging Schedule and that this report is referred to Planning Committee for information.
- 1.3 This report also outlines the content of a national consultation by the Department for Communities and Local Government on detailed proposals and draft regulations for reform of the Community Infrastructure Levy, which could have implications for securing financial benefits from new development to be used to provide new infrastructure required by the wider community. It is recommended that the comments set out in Appendix 1 are submitted as the Council's formal response to the Department for Communities and Local Government Department.

2.0 RECOMMENDATIONS

- 2.1 That an evidence base of infrastructure to support the Core Strategy is prepared with the engagement of all Council Departments and Heads of Service and with relevant external infrastructure providers to determine infrastructure requirements for each of the Settlement Areas identified in the Core Strategy and that Officers draw up a draft Charging Schedule of infrastructure and costs to support the Core Strategy including an assessment of the impact on the viability of future development and that this will be the subject of a further Cabinet report to determine the likely costs applicable should CIL be introduced in Wirral.**
- 2.2 That the comments set out in Appendix 1 to this report form the basis of the Council's response to the Department for Communities and Local Government.**
- 2.3 That this report is referred to Planning Committee for information.**

3.0 REASON/S FOR RECOMMENDATION/S

- 3.1 To take account of the enactment of national regulations for the Community Infrastructure Levy and the implications for the future use of legal agreements under section 106 of the Town and Country Planning Act 1990 (S106 Obligations) and to enable the Council to continue to draw financial benefits from new development to be used to provide new infrastructure required by the wider community.**
- 3.2 To agree a Council response to a consultation by the Department for Communities and Local Government on detailed proposals and draft regulations for reform of the Community Infrastructure Levy.**

4.0 BACKGROUND AND KEY ISSUES

Developer Contributions

- 4.1 Section 106 of the Town and Country Planning Act 1990 makes provision for agreements between developers and the Local Planning Authority, sometimes referred to as 'Planning Obligations' (S106 Obligations). They are a mechanism for mitigating the impact of development and are intended, where possible, to make development acceptable which would otherwise be unacceptable in planning terms. They can also be used to restrict the development or use of land in a certain way.**
- 4.2 S106 Obligations can be used to prescribe the nature of development (e.g. by requiring that a given proportion of new homes are affordable); or to secure a contribution from a developer to compensate for loss or damage created by a development (e.g. loss of open space); or to mitigate the impact of a development on a locality (e.g. through the provision of necessary infrastructure and facilities such as amended highway or increased public transport provision). The objective is to ensure that the proposed development is made to comply with national planning policies and established local requirements.**

The Community Infrastructure Levy (CIL)

- 4.3 The Community Infrastructure Levy (CIL) is a new tariff-based levy that local authorities in England and Wales can choose to charge on new developments in their area, which is to be set locally and can cover most types of development. The money raised can be used to fund a wide range of infrastructure that is needed as a result of new development.
- 4.4 The broad aims of the CIL system are to:
- Increase certainty and transparency for developers;
 - Increase fairness by broadening the range of developments asked for contributions;
 - Allow the cumulative impacts of smaller developments to be better addressed;
 - Provide a more flexible system which can develop over time;
 - Provide a better and more predictable flow of revenue for Local Authorities; and,
 - Link contributions to robust infrastructure planning and economic viability evidence.
- 4.5 The levy must be charged in pounds (£) per square metre on the net additional increase in floorspace of any given development. Most new buildings will be liable to pay the levy but buildings into which people go only intermittently, for example, for the purpose of inspecting or maintaining fixed plant or machinery, will not be liable to pay. Structures which are not buildings, such as pylons and wind turbines, will also not be liable to pay. The levy will not be charged on changes of use that do not involve an increase in floorspace. There are also exemptions for development undertaken on behalf of registered charities and for affordable housing.
- 4.6 The Planning Act 2008 provides a wide definition of the infrastructure which can be funded by the levy as including:
- Roads and transport facilities;
 - Flood defences;
 - Schools and other educational facilities;
 - Medical facilities;
 - Sporting and recreational facilities; and,
 - Open spaces.
- 4.7 The regulations are clear that Local Authorities can only spend CIL receipts on the capital cost of providing new infrastructure needed to support development in their area. It should be focused on new infrastructure rather than being used to remedy pre-existing deficiencies unless those deficiencies can be shown to be made more severe by new development.
- 4.8 The introduction of CIL was the previous Government's response to continuing concerns that the use of S106 Obligations were not transparent, that they were ineffective in providing for major infrastructure and the needs arising from cumulative developments, had a disproportionate effect on major developments, and that most development did not pay. The set scale of charges and the legal obligation to pay the CIL are intended to bring much greater certainty and will capture a much broader range of development.

- 4.9 CIL differs fundamentally from S106 Obligations in that the funds collected are not tied to a specific development or to the provision of specific infrastructure. Whereas infrastructure provision necessary to mitigate the impact of a particular development secured through S106 Obligations can only be used for that specific purpose; CIL funds could be used flexibly by the Council to fund any infrastructure as defined within the regulations.
- 4.10 Unlike S106 Obligations, once adopted, the CIL Charging Schedule will be a standard charge to be consistently applied, with no negotiation permitted between the Local Authority and the developer. Charging authorities can offer relief from paying the levy in exceptional circumstances where applicants can satisfactorily demonstrate that the costs of site specific infrastructure would make a particular scheme unviable if the full charge set by CIL was imposed.
- 4.11 When setting the CIL, local authorities need to produce an evidence base relating to what infrastructure is required to deliver the development strategy set out within the Local Development Framework Core Strategy. They must then identify what funding is available from existing sources to pay for the required infrastructure and then calculate any shortfall, which could be funded by CIL.
- 4.12 The application of CIL powers is not mandatory and is entirely at the discretion of the Local Authority. However, in order to encourage Local Authorities to use the CIL, the scope for using S106 Obligations is to be scaled back significantly. S106 Obligations are to be restricted to the regulation of development and in particular for site-specific mitigation, whereas CIL could fund a wider range of off-site improvements for the benefit of the wider area.
- 4.13 After 6 April 2014 the use of pooled contributions collected through S106 Obligations will be limited for all authorities – although, generally, Wirral has historically not taken this approach. For those adopting CIL before April 2014, the restrictions will come into place on its adoption. This is consistent with the principle that the vehicle for future collection of pooled contributions for infrastructure should be CIL and not S106 Obligations. Provisions are also in place to prevent ‘double-charging’ under both sets of requirements.
- 4.14 The impact of the restriction on pooled contributions is that authorities will only be able to accept a maximum of five contributions from individual planning applications towards infrastructure projects or types of infrastructure that could otherwise be funded from the CIL. If an authority has more than five S106 contributions for a project or type of infrastructure (such as a school extension or public realm improvements), from April 2014 or the date they adopt CIL if earlier, they will not be able to collect any more contributions for that purpose. The five contributions include any from unimplemented consents.
- 4.15 For development which cannot be funded by CIL, there are no pooling restrictions, and non-infrastructure items such as training or local labour agreements, for example, are not subject to these provisions. All these items should still however, meet the statutory policy tests for S106 Obligations.

The Localism Bill

4.16 The Localism Bill currently going through Parliament includes a number of additional provisions which will affect CIL. These will:

- Clarify that CIL can be spent on the ongoing costs of providing infrastructure and provide for regulations specifying what may or may not be funded;
- Require CIL charging authorities to allocate CIL to other persons or bodies and provide for regulations which will require a 'meaningful proportion' to be transferred to local communities;
- Place limits on the binding nature of CIL examiners reports; and,
- Provide for Mayoral Development Corporations to be CIL charging authorities.

4.17 The Government is also consulting on further possible changes to the CIL regime, including the passing on of a 'meaningful proportion' of CIL to neighbourhoods and whether CIL funds should be available to spend on affordable housing. This is covered in further detail in paragraphs 4.46 to 4.54 (below).

KEY ISSUES

4.18 Decisions on whether or not to adopt CIL should be taken in full awareness of the scaling back of S106 Obligations and the potential income streams for funding infrastructure.

Scaling Back S106 Obligations

4.19 S106 Obligations are intended to make unacceptable development acceptable. If a development is acceptable without the obligation, it should be approved.

4.20 Going forward S106 Obligations should only be used for:

- Regulating development;
- On-site mitigation;
- Affordable housing (subject to further national consultation); and,
- Securing benefits from non-CIL developments.

4.21 S106 Obligations should not be used for general contributions to infrastructure funding.

4.22 On larger developments, where the on-site requirements for the provision of infrastructure (for example education, health and flood prevention works) are going to be difficult to fund through CIL within the required timescales or where the CIL generated is likely to be less than the value of the S106 Obligations, it may be possible to identify such sites as exceptions and therefore not liable for CIL.

Setting a CIL Charge for Wirral

- 4.23 The level of the CIL charged must be informed by the evidence base, listing the infrastructure required to deliver the levels of development set out in the Council's Core Strategy and the scale of any identified funding gap.
- 4.24 Identifying the scale of the funding gap is critical in justifying the need for the CIL and will provide evidence that it is reasonable to ask for financial contributions from development towards infrastructure. Once the need for CIL has been established, economic viability testing of different development types in different locations across the Borough must be undertaken to justify the proposed level of CIL to be charged.
- 4.25 CIL rates should be set based on viability evidence only and not on policy related choices. Information on construction costs, detailed viability appraisals, development scenarios, actual land sales/values and comparative costs will be required to support the conclusions. However, decisions can be informed by an understanding of the local development market, knowledge of the local area, available sites and the type and quantity of development expected to come forward.
- 4.26 Charging authorities can set differential rates – either for different parts of their area or for different uses – a nil rate can also be set if justified in terms of economic viability. There may be differing economic factors which suggest that differential rates may be appropriate. This may be on the basis of use, for example, where the market for housing may be more buoyant than commercial development and therefore capable of bearing a higher rate – or on the basis of location, where there are clear market differences between different geographical areas.
- 4.27 Until these pieces of work are completed, it will not be possible to speculate on what the potential CIL charging rates for Wirral could be. Some viability work has already been completed as part of the Council's Strategic Housing Land Availability Assessment (Cabinet 22 September 2010, minute 121, Cabinet 21 July 2011, minute 80) and Affordable Housing Viability Assessment (Cabinet 14 October 2010, minute 171).
- 4.28 It is useful, however, to consider the limited number of charging schedules, prepared by other Local Authorities, three of which have now been through examination and approved, one currently at examination and five at various stages of public consultation:

TABLE OF OTHER COUNCILS' PROPOSED LEVY CHARGES PER SQUARE METRE OF DEVELOPMENT

Council and CIL status	Residential	Offices	Business/ industrial/ warehouses	Small retail	Large retail/ supermarkets	Assembly and leisure
London Borough of Redbridge Approved	£70	£70	£70	£70	£70	£70
London Borough of Croydon Consultation ended	£0–£120	£20 inside centre of borough; £0 elsewhere	£0–£20	£120	£120	£120
London Borough of Wandsworth Consultation ended	£250; £265–£575 in the Vauxhall Nine Elms Battersea opportunity area; £0 in Roehampton	£100; £0 in Roehampton	£0	£100; £0 in Roehampton	£100; £0 in Roehampton	£0
Mid Devon District Out for consultation	£113	£0	£0	£0	£250	£0
Newark and Sherwood Approved	£0–£75	£0	£0–£20	£100–£125 for all schemes		£0
Greater Norwich Development Partnership Consultation ended	£135–£160 Zone A Inner Charging Zone; £75 Zone B	£5	£5	£25	£135	£0
Shropshire Approved	£40 in towns or £80 in rural areas	£0	£0	£0	£0	£0
Plymouth Consultation ended	£0 for high rise; £30 for more than 15 units; £60 for less than 15 units	£0	£0	£30	£100	£0
Portsmouth Examination	£105	£0	£0	£53 for all in-centre retail and out-of-centre projects less than 280 square metres	£105	£105

- 4.29 In Wirral, since 2000, a total of 3,173 new build private dwellings; over 23,400 square metres of new retail space; and over 242,100 square metres of new employment space (Use Classes B1, B2 and B8) have been granted planning permission.
- 4.30 A charge of £50 per square metre levied on a typical 86 square metre 3-bedroom house would raise £4,300 per dwelling.
- 4.31 Notwithstanding the uncertainty, at this stage, over what it might be viable to charge in Wirral, it is clear that the CIL revenue for a single year could be substantial.

Potential Advantages of CIL

- 4.32 The following advantages are identified in relation to CIL:
- It is a standard, fixed charge which will aid transparency for the development industry;
 - It is non-negotiable so will speed up the process over S106 Obligations, which can be time consuming in both negotiations and procedure;
 - It can be used to secure additional funding streams and therefore enable timely infrastructure delivery across an area;
 - A proportion of CIL will in the future be passed back to local communities to benefit from development in their areas;
 - Legislation already limits the use of S106 Obligations to only site specific infrastructure; and,
 - CIL is now the only mechanism for local authorities to secure money towards mitigating the cumulative impact of development by providing strategic infrastructure.

Potential Disadvantages of CIL

- 4.33 The following disadvantages are identified in relation to CIL:
- Some development on some sites may not be viable as a result of CIL being set at a particular level. In marginal cases, CIL could be the determining factor in whether development goes ahead;
 - It is intended to be mandatory with few exceptions. As a consequence those sites which are unable to bear the burden of CIL will not come forward for development;
 - It lacks flexibility and will be difficult to amend quickly as market conditions change;
 - Local residents may not directly benefit from developer contributions, with new infrastructure not necessarily being provided in the locality where development has taken place;
 - There may be cases where it is more appropriate and beneficial to require on-site provision of community infrastructure rather than a financial contribution; and,
 - It will be an additional development cost over and above S106 Obligations which will continue to be needed to address site specific mitigation issues and affordable housing.
 - Unlike S106 Obligations, CIL will be a mandatory cost with no negotiation, potentially reducing the likelihood of any planning gain for the delivery of affordable housing which may be considered non essential.

Conclusions

- 4.34 S106 Obligations are now restricted but still operational to enable necessary requirements directly related to the development to be met, although only five individual planning obligations could now be pooled to provide funding for a project or type of infrastructure. Wirral has not historically pooled planning contributions to provide infrastructure and could probably continue to apply S106 Obligations in a similar way as in the past, with very little difference.
- 4.35 If, however, the Council wanted to pool contributions to support and provide infrastructure to support new developments over a wider area, this will in future only be possible via CIL (after 6 April 2014). In a period of reduced funding, it may be that CIL could become an important income stream for the maintenance and provision of community infrastructure, providing development continues to come forward.
- 4.36 It will also be important to consider other new and emerging costs on development when setting CIL charging rates. The combination of CIL with other existing or new requirements, such as those for affordable housing through planning gain and payments for allowable solutions under the Building Regulations, when combined, may make marginally viable schemes unviable and prevent needed development from taking place, and may also reduce the ability to maximise affordable housing through planning gain as this will not be enforceable as opposed to the CIL.
- 4.37 There are benefits from CIL in terms of providing a revenue stream for identified priorities and providing clarity to developers on what the cost will be in bringing sites forward for development. However, the current situation is that many developments planned for Wirral are not proving to be viable at this point in time. This has so far been addressed by agreeing at the detailed stage of the planning process, that a viability assessment should be undertaken to determine the funding that is likely to be available for community infrastructure. This flexible and pragmatic approach would not, however, be possible under CIL, which could have the effect of delaying or abandoning future proposed development.
- 4.38 The Government recognises that not all authorities will adopt CIL (the Final Impact Assessment assumes that 65% to 78% of authorities will take up CIL). It will be for individual authorities to decide on the appropriate balance for their area and how much potential development they are prepared to put at risk. Authorities, such as Wirral, therefore face a dilemma between seeing developments happen or applying CIL to increase income for needed infrastructure.
- 4.39 Charging authorities may set differential rates, either on a geographical or land-use basis, provided they are justified by reference to economic viability and are not applied just to support particular policy objectives. A single rate can also be set.
- 4.40 Ultimately, the decision on whether to become a charging authority will need to be judged against the viability of development and the potential level of CIL income and the consequent amount of infrastructure it will deliver. Too high a rate could have an adverse impact on the ability to meet development plan targets, while too low a rate could prejudice the provision of infrastructure to support development.

Next steps

- 4.41 A draft 'Interim Council Guidelines: Section 106 Agreements' document has already been consulted upon internally but in the light of implementation of the CIL Regulations and the scaling back of S106 Obligations will now need substantial revision if it is to be progressed further.
- 4.42 To make optimum use of CIL and S106 Obligations will require pro-active infrastructure planning and funding involving a wide range of partners including most internal Council services and departments as well as external infrastructure providers.
- 4.43 Work is already underway to develop an Infrastructure Delivery Plan to support the Council's Core Strategy, which is an essential pre-requisite to producing a CIL Charging Schedule. The Infrastructure Delivery Plan will bring key infrastructure and service providers together both to identify current deficits in provision and to assess the impacts of growth on Wirral and its future infrastructure needs. To achieve this, effective relationships with infrastructure providers and joint working with all Council services and departments will be essential.
- 4.44 A key element of preparing a draft CIL Charging Schedule will be assessing the impact of the levy, to ensure charges on development are realistic and achievable and will not prevent needed development from continuing to come forward. This is likely to require independent external consultancy to assess economic viability.
- 4.45 The Infrastructure Delivery Plan and a draft schedule of infrastructure and costs will be the subject of a further report to a future Cabinet and will require a resolution of Full Council before it can be published for public consultation and submitted alongside the Core Strategy to the Secretary of State for public examination.

CONSULTATION ON COMMUNITY INFRASTRUCTURE DETAILED PROPOSALS AND DRAFT REGULATIONS FOR REFORM

- 4.46 The Government have also consulted on detailed proposals and draft regulations for the reform of the Community Infrastructure Levy. The following paragraphs highlight the main areas for consultation and changes that would arise.
- 4.47 Local authorities will need to pass a 'meaningful proportion' of the CIL funds that they receive to the relevant parish or town council. Where there is no parish or town council the money will be retained by the charging authority who should engage with their communities in determining how to spend a 'meaningful proportion' of the receipts. The consultation paper indicates that the minimum proportion will not be fixed. It should simply be "sufficient to give neighbourhoods a meaningful contribution to meeting the impacts of development in their area".
- 4.48 There will, however, be a limit on the maximum amount that can be passed down (a per household cap based on the number of Council Tax dwellings) to prevent overly large windfalls to less populated areas.
- 4.49 Unlike charging authorities, parish and town councils will not need to list the items on which the money passed down to them can be spent. The money will be available to be spent "on the infrastructure that they want, for example open space provision,

playgrounds and cycle paths, or by contributing to larger projects funded by other bodies such as the district or county council". As with CIL monies generally, the money cannot be "used to remedy pre-existing deficiencies in infrastructure provision, except to the extent that they will be aggravated by new development". Proposed Regulation 19 places an obligation on parish and town councils which receive CIL, to report on its expenditure.

- 4.50 There is currently a cap of 5% on the proportion of CIL monies which charging authorities may spend on administering the system. This is now proposed to be removed.
- 4.51 The existing 2010 Regulations specifically do not allow CIL receipts to be spent on affordable housing. The consultation paper seeks views as to whether local authorities should be given the option to use CIL "to deliver affordable housing where there is robust evidence that doing so would demonstrably better support its provision and offer better value for money". There is potential for this to be achieved if affordable housing is identified as a priority for the use of future CIL receipts. Views are sought as to what should be the appropriate balance between CIL and S106 Obligations and also how this would affect the application of the rule preventing, after 6 April 2014, more than limited pooling of S106 Obligation infrastructure contributions.
- 4.52 The Mayoral Development Corporations proposed in the Localism Bill will also have the power to levy CIL and the draft regulations provide some detail as to how that will work.
- 4.53 The draft regulations will also allow CIL to be charged (from 2013) on development carried out under Neighbourhood Development Orders (including Community Right to Build Orders) approved following a local referendum.
- 4.54 The suggested response to the consultation questions on the detailed proposals and draft regulations for reform is set out in Appendix 1 to this report.

5.0 RELEVANT RISKS

- 5.1 In setting CIL charging rates, there is a risk that the economic viability assessment may show that it would be unviable to charge CIL on any development, or it would only be viable for very limited amount of development in the Borough. Consequently, if plans to progress CIL were subsequently abandoned, this would have resource and financial implications from carrying out abortive and unnecessary work.
- 5.2 Managing the link with the preparation of the Core Strategy, which it is hoped will be submitted to the Secretary of State for independent examination during 2012, could be challenging for the timetable and resourcing for both documents.
- 5.3 In the event that the Council elects not to pursue a Community Infrastructure Levy for the Borough, there is a risk that the scaling back of S106 Obligations will limit the amount of infrastructure that may be funded through development, which could impact on the delivery of the Core Strategy and key regeneration objectives for the Borough.

- 5.4 The procedure followed in the preparation of the CIL Charging Schedule must be robust to secure a positive outcome from an independent public examination, which will ensure that all the correct procedures, legal process and statutory regulations have been followed and assess whether the levels of charges set out are 'reasonable'.
- 5.5 Whilst the Government in its Final Impact Assessment does not set out a proper assessment of the potential impact of setting and implementing CIL on the delivery of affordable housing, it has stated that it does not anticipate a reduction in the level of affordable housing as a result of the introduction of CIL and will monitor the situation closely. In case of an adverse impact, the Government is considering allowing CIL receipts to be used to fund affordable housing. There is a risk that the provision of affordable housing through planning gain will not be realised on developments.

6.0 OTHER OPTIONS CONSIDERED

- 6.1 The only options to consider relate to the decision on whether it will be appropriate to seek to charge a CIL tariff in Wirral and on the level of the levy to be charged for different types of development. Some authorities may choose not to charge any levy for some or all types of development to make their areas more attractive to investors but at the risk of not being able to deliver required infrastructure.
- 6.2 The appraisal of a range of options will be the subject of a further report to Cabinet, once the initial preparatory work approved under this report has been completed.

7.0 CONSULTATION

- 7.1 Consultation on the Preferred Options for the Core Strategy, which included an option on Developer Contributions (PO17) and a 'Draft Delivery Framework', took place between 15 November 2010 and 7 January 2011 to comply with the requirements of the Council's Statement of Community Involvement adopted in December 2006.
- 7.2 The outcome of this consultation was reported to Cabinet on 21 July 2011 (Minute 80 refers). Un-attributed individual responses can be viewed at: <http://wirral-consult.limehouse.co.uk/portal> by selecting the consultation event from the initial table and selecting the 'All comments' tab in the table at the foot of the following page.
- 7.3 Officers have begun to engage with other local authorities within the Liverpool City Region on the Community Infrastructure Levy, in order to share knowledge, best practice and to explore if there are any opportunities for joint working or shared infrastructure in order to make cost efficiencies. An officer working group has been established that reports directly to the District Planning Officers who co-ordinate strategic planning work across Merseyside and advise the Liverpool City Region Cabinet Housing and Spatial Planning Board.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 Voluntary, community and faith groups would need to be included in any consultation on infrastructure requirements and on the content of any CIL Charging Schedule and could be beneficiaries under the requirement for a 'meaningful proportion' of CIL receipts to be dispensed to the local community as contained within the Localism Bill.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

9.1 The proposed CIL system will introduce new systems for the collection and distribution of monies sought from developers and will widen the current administrative processes associated with the collection of payments when development commences. Authorities will be required to monitor and report annually on the collection and spending of their levy receipts.

9.2 It is important to note that it is not intended that CIL receipts will be the main source of finance for infrastructure and that existing and future funding streams will still be fundamental to the delivery of infrastructure. In effect, the CIL will 'top up' existing funding streams and fill a 'gap' in infrastructure funding. However, there has been concern raised that existing funding streams could be reduced if CIL is taken up across the country.

9.3 There will be resource implications for the Council in preparing and adopting a Charging Schedule before the charges can be applied to development. Costs for the initial set-up of the CIL and the ongoing administration of the levy are likely to include:

- Establishment of a new evidence base, including the costing of infrastructure and viability assessment;
- Public engagement and community consultation;
- Examination in public of draft charging schedule;
- Officer time in set-up and ongoing administration; and,
- Ongoing costs connected with advising developers of their CIL liability, collecting, monitoring, reporting and enforcing CIL.

9.4 A charging authority can finance its administrative expenses from CIL receipts up to a maximum of 5% per annum (CLG are consulting on removing this cap). Expenses can include set up costs as well as ongoing expenses, and initially these can be 'rolled up' and paid out of the first three years' income. From year four only the in-year costs can be paid from the annual income.

9.5 New mechanisms and systems necessary for CIL should be designed to minimise duplication with existing systems to make CIL as efficient a mechanism as possible. Local authorities will have the option of undertaking the preparation and public examination of their core strategy at the same time as the preparation and examination of their draft CIL charging schedule, where it is appropriate to their situation. Joint working should increase efficiency, for example, by allowing local authorities in assessing the viability of development in their area to draw upon the same information to underpin both processes.

- 9.6 The primary source of information in setting the CIL is linked to the Infrastructure Development Plan that must be prepared to support the Core Strategy Development Plan Document. In addition, this will need to be supplemented by additional infrastructure costing evidence, to be procured from independent consultants.
- 9.7 Independent external consultancy support will also be required to carry out an economic viability assessment of any proposed CIL Charging Schedule. Based on previous commissions carried out to test the viability of affordable housing, the commission of this work for residential development might be expected to cost up to £10,000. However, the inclusion of other development types, such as industrial retail and leisure, could increase the cost significantly.
- 9.8 The publication of a Draft Charging Schedule for consultation will be the subject of a further report to Cabinet. A separate consultation would be expected to cost in the region of £10,000 during 2011/12 but could be combined with consultation on the draft Core Strategy which is expected to cost in the region of £15,000 during 2011/12. The costs associated with the submission and public examination of the final Charging Schedule during 2012/13 will depend on the scale and nature of the representations received.
- 9.9 The final costs will be the subject of a further report to Cabinet before the Council's final approach to CIL is approved. However, in the 'Final Impact Assessment' (CLG, February, 2010) makes the following assumptions in estimating the set-up costs for individual authorities:
- Assessing viability of development for CIL purposes: £25,000 – £70,000;
 - Consulting on the Draft Charging Schedule: £10,000 – £20,000;
 - Costs of the examination in public: £29,790 (2-day hearing) – £42,203 (5-day hearing) – a 2-day hearing is expected to be the norm;
 - Printing costs: £500 – £1,500; and,
 - The modelling assumes a cost saving of 20% of the set-up costs where the examination is combined with the examination of another development plan document (such as a Core Strategy).
- 9.10 The need to keep the Charging Schedule up to date must also be recognised. For illustrative purposes, CLG assume that all set-up costs recur every five years. Although the Government has not set a timescale for when charging authorities will need to update their charging schedules, there is a requirement to keep such matters under review, as economic circumstances change rapidly, particularly in terms of the viability of developments.

10.0 LEGAL IMPLICATIONS

- 10.1 The implementation of CIL will change the way in which S106 Planning Obligations are formulated and governed.
- 10.2 There are extensive enforcement powers related to the levy to ensure that collecting authorities have the means to penalise late payment and deter future non-compliance, including stop notices and other enforcement provisions, applied to development proposals liable for CIL.

- 10.3 Once adopted, a CIL Charging Schedule will form part of the statutory Development Plan for Wirral. Any revisions to the Charging Schedule, in whole or in part, must follow the same process as that applied to the preparation, examination, approval and publication of the initial schedule (subject to any revisions to the Planning and CIL Regulations arising from the Localism Bill).
- 10.4 Part 11 of the Planning Act 2008 provided for the introduction of the Community Infrastructure Levy. The detail of how the CIL will work is set out in the Community Infrastructure Regulations 2010, which came into force in April 2010. S106 Obligations are now only intended to be used for site-specific mitigation. The CIL Regulations have three important repercussions for S106 Obligations:
- Making the tests for the use of S106 Obligations statutory (Regulation 122, already in force refers);
 - Ensuring that there is no overlap in the use of CIL and S106 (Regulation 123); and,
 - Limiting the use of 'pooled' S106 Obligations post April 2014 (Regulation 123).
- 10.5 The previous Government's intention was to ensure that the CIL and S106 Obligations are used to complement one another as methods of securing infrastructure and community benefits and the Regulations sought to define the circumstances where each can be used and where they are not appropriate.
- 10.6 The current Government intends to allow the CIL to proceed, with limited changes. Amendments to the CIL Regulations were laid before Parliament in February 2011. Further changes, including the requirement for a 'meaningful proportion' of CIL revenues to be passed on to the local community, must await the enactment of the Localism Bill. The Bill also makes provision to allow CIL monies to be spent on the ongoing costs of infrastructure as well as its initial provision.
- 10.7 The Government has also consulted on further proposed changes to the regulations which would widen the permitted uses of the levy to include the use of CIL funds to be spent on affordable housing.

11.0 EQUALITIES IMPLICATIONS

- 11.1 An Equality Impact Assessment will be required to assess the likely impact of the CIL Charging Schedule on different people groups, once the Charging Schedule has been completed.

12.0 CARBON REDUCTION IMPLICATIONS

- 12.1 CIL is unlikely to directly affect carbon reduction, unless it is used to fund infrastructure, such as open space and tree planting, which will directly assist in the delivery of carbon reduction.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

- 13.1 Once adopted, a CIL Charging Schedule would form part of the statutory Development Plan for Wirral.
- 13.2 The introduction of CIL will also have implications for the implementation of Unitary Development Plan Policy URN2 – Planning Agreements for Urban Regeneration and other policies referring to the use of S106 Obligations and the provision of essential infrastructure. These policies will remain part of the Council's Development Plan until superseded by policies in the Local Development Framework.
- 13.3 The preparation of a Charging Schedule must be closely linked to the infrastructure planning process and the Infrastructure Delivery Plan required to support the preparation of the Local Development Framework.
- 13.4 The content of the evidence base for the Core Strategy and Local Development Framework will be capable of being a material consideration in the setting of CIL charges.
- 13.5 CIL is unlikely to directly affect community safety unless it is used to fund infrastructure projects, such as flood prevention or coast protection, which will directly assist community safety.

REPORT AUTHOR: **David Butler**
Principal Planning Officer
telephone: (0151) 691 8314
email: davidbutler@wirral.gov.uk

APPENDICES

Appendix 1 – Suggested Response to the Community Infrastructure Levy Detailed Proposals and Draft Regulations for Reform Consultation

REFERENCE MATERIAL

The Planning Act 2008 can be viewed at
<http://www.legislation.gov.uk/ukpga/2008/29/contents>

The Community Infrastructure Regulations 2010 can be viewed at:
<http://www.legislation.gov.uk/ukdsi/2010/9780111492390/contents>

The Community Infrastructure Levy (Amendment) Regulations 2011 can be viewed at:
<http://www.legislation.gov.uk/ukxi/2011/987/made>

Progress on the Localism Bill can be viewed at:
<http://www.communities.gov.uk/localgovernment/decentralisation/localismbill/>

Community Infrastructure Levy: An Overview can be viewed at:
<http://www.communities.gov.uk/publications/planningandbuilding/communityinfrastructurelevy/may11>

Community Infrastructure Levy Final Impact Assessment can be viewed at:
<http://www.communities.gov.uk/publications/planningandbuilding/infrastructurelevyfinal>

The Community Infrastructure Levy: Detailed Proposals and Draft Regulations for Reform Consultation can be viewed at
<http://www.communities.gov.uk/publications/planningandbuilding/cilreformconsultation>
<http://www.communities.gov.uk/documents/planningandbuilding/pdf/1997385.pdf>

The associated consultation questionnaire can be viewed at
<http://www.communities.gov.uk/documents/planningandbuilding/doc/1997423.doc>

The Draft Regulations can be viewed at
<http://www.communities.gov.uk/documents/planningandbuilding/pdf/2004771>

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
None	

APPENDIX 1 – SUGGESTED RESPONSE TO THE COMMUNITY INFRASTRUCTURE LEVY DETAILED PROPOSALS AND DRAFT REGULATIONS FOR REFORM CONSULTATION

Consultation Question 1 – Should the duty to pass on a meaningful proportion of levy receipts only apply where there is a parish or community council for the area where those receipts were raised?

Yes. For areas with no parish or community council it would be better to retain the levy charges centrally with the local authority and apply a process of engaging with local residents and businesses to inform how the levy receipts should be spent on infrastructure in the local area. This will provide the greatest flexibility for local authorities and communities to effectively use the available funding and to ensure funding that it is directed towards areas where infrastructure where is most needed.

Consultation Question 2 – Do you agree that, for areas not covered by a parish or community council, statutory guidance should set out that charging authorities should engage with their residents and businesses in determining how to spend a meaningful proportion of the funds?

No. Levy charges should be retained centrally by the local authority and it should be left up to local authorities to determine the most appropriate and suitable way of how to spend a meaningful proportion of the funds which responds to local circumstances. A programme of engagement with local residents and businesses should be put in place to inform how the levy receipts should be spent on infrastructure within a local area.

Consultation Question 3 – What proportion of receipts should be passed to parish or community councils?

It should be left up to local authorities – in consultation with local communities – to determine the proportion of receipts to be passed to parish or community councils. This will allow local authorities greater choice and flexibility in directing funding towards those areas in greatest need or where relevant projects can be identified. It will also help address a situation where funding is generated from development in a sparsely populated area, or an area with relatively few infrastructure needs.

Consultation Question 4 – At what level should the cap be set, per council tax dwelling?

It should be left up to local authorities – in consultation with local communities – to determine the level the cap should be set at, per Council Tax dwelling. This will allow local authorities greater choice and flexibility in directing funding towards those areas in greatest need, where relevant projects can be identified or towards borough-wide infrastructure projects, as well as making effective use of a limited amount of funding.

Consultation Question 5 – Do you agree that the proposed reporting requirements on parish or community councils strike the right balance between transparency and administrative burden?

Yes.

Consultation Question 6 – Draft regulation 19 (new regulation 62A(3)(a)) requires that the report is to be published on the councils website, however we recognise that not all parish or community councils will have a website and we would welcome views on appropriate alternatives.

It would be reasonable that the charging authority places the report on their website. The cost of doing so could be met through the percentage of the levy that charging authorities may apply to administrative expenses.

Consultation Question 7 – Do you agree with our proposals to exclude parish or community councils' expenditure from limiting the matters that may be funded through planning obligations?

Yes subject to the comments under Q1 – 4.

Consultation Question 8 – Do you agree with our proposals to remove the cap on the amount of levy funding that charging authorities may apply to administrative expenses?

Yes.

Consultation Question 9 – Do you consider that local authorities should be given the choice to be able if they wish to use levy receipts for affordable housing?

Yes subject to comments under Q10. Providing that CIL rates are set at a level that does not make development unviable, then this approach could allow affordable housing to be prioritised. However, it would still compete with other claims on CIL funding. Contributions to affordable housing would be levied from all types of development and enable contributions from smaller schemes.

Consultation Question 10 – Do you consider that local authorities should be given the choice to be able if they wish to use both the levy and planning obligations to deliver local affordable housing priorities?

Yes. Currently, for most developments, viability is at best marginal. The use of viability assessments and the negotiation of s106 agreements are essential to allow development to proceed and to secure affordable housing contributions. If affordable housing can still be funded from planning obligations this will enable, where appropriate, on-site provision, which is important for generating mixed communities and offering a greater choice, which is a key objective of the Government. In addition, the s106 negotiation process allows flexibility around the amount and type of housing, as well as provisions to cater for situations where the availability of grant or the amount that registered providers might be prepared to pay for the units is uncertain. On smaller schemes, local authorities may want to take a CIL contribution to allow pooling of contributions to make some separate provision, or gap fund other schemes as appropriate. Allowing authorities to use both the levy and planning obligations provides the most flexibility for a charging authority in maximising its ability to secure affordable housing.

Consultation Question 11 – *If local authorities are to be permitted to use both instruments, what should they be required to do to ensure that the choices being made are transparent and fair?*

Local authorities should be required to clearly report on levy income and expenditure in relation to affordable housing, as part of the reporting arrangements in the existing and proposed regulations.

Consultation Question 12 – *If the levy can be used for affordable housing, should affordable housing be excluded from the regulation that limits pooling of planning obligations, or should the same limits apply?*

Yes it should be excluded. To enable flexible and effective delivery of affordable housing, the local authority should have the ability to pool affordable housing contributions to maximise opportunities.

Consultation Question 13 – *Do the proposed changes represent fair operation of the levy in Mayoral Development Corporation areas?*

Yes.

WIRRAL COUNCIL

CABINET

8TH DECEMBER 2011

SUBJECT:	ENTERPRISE ZONES
WARD/S AFFECTED:	ALL
REPORT OF:	ACTING DIRECTOR OF REGENERATION, HOUSING AND PLANNING
RESPONSIBLE PORTFOLIO HOLDER:	CLLR PHIL DAVIES
KEY DECISION?	YES

1.0 EXECUTIVE SUMMARY

- 1.1 This report provides Cabinet with an update on the progress made in implementing the Enterprise Zone status of Wirral Waters, setting out the discussions and negotiation with Government and the key activity identified within the implementation plan. The report brings to the attention of members a significant issue relating to business rate growth.

2.0 RECOMMENDATION/S

- 2.1 In April, Cabinet authorised Officers to engage in the development of Mersey Waters, which was announced as one of the 21 Enterprise Zones designated across England. This report outlines the progress made and asks members to:
- i. Sign off the draft Implementation Plan that is attached to the report and note the current position of the EZ and ongoing discussions with Government.
 - ii. Note the issues raised within the report regarding the current proposals as to how uplift in Business Rates within the Enterprise Zone will be managed and to work with Liverpool Council to further understand the implications and report back to Cabinet as appropriate.
 - iii. Agree to the establishment of an EZ board and agree the membership as proposed.

3.0 REASON/S FOR RECOMMENDATION/S

- 3.1 The announcement of the EZ status for Wirral Waters was very good news for Wirral Council and its residents as it supports the aims of the Investment Strategy to increase the number of Jobs in Wirral, with positive benefits across the wider economic area. The implementation of the

Enterprise Zone is of key importance to stimulating private sector investment in the Wirral Waters area.

- 3.2 The proposed local business rate retention model set out as part of the Local Government Resource Review is a critical factor to consider as part of the EZ proposals.
- 3.3 The proposals for a locally retained business rate model are not yet clear, but members are asked to note the potential impact of the business rate growth generated by Wirral Waters

4.0 BACKGROUND AND KEY ISSUES

- 4.1 In Budget 2011, Government announced it was to establish 21 new Enterprise Zones in Local Enterprise Partnership areas in England. 10 were announced, 10 were designated via competition and London designated its own. Subsequently, another Zone was designated taking the number to 22 (this was created following the BAE decision to reduce workforce).
- 4.2 'Mersey Waters' was announced following the Budget as the Liverpool City Regions designated Enterprise Zone. Mersey Waters encompasses both the Wirral Waters and Liverpool Waters developments, the transformational regeneration programmes proposed by Peel Holdings.
- 4.3 The policy behind this new generation of Enterprise Zones (EZ's) is different to previous EZ's. It is clear that these zones will be expected to deliver not only structural change, but transformational change.
- 4.4 All Enterprise Zones will benefit from:
- A business rate discount worth up to £275,000 per business over a five year period
 - All business rates growth within the zone for a period of at least 25 years will be retained by the local area, to support the Partnership's economic priorities and ensure that Enterprise Zone growth is reinvested locally
 - Government help to develop simplified planning approaches for the zone using, for example, existing Local Development Order powers
 - Government support to ensure that superfast broadband is rolled out throughout the zone, achieved through guaranteeing the most supportive regulatory environment and, if necessary, public funding.
- 4.5 Government are working with local enterprise partnerships on additional options, to suit local circumstances, including consideration of:

- Enhanced capital allowances for plant and machinery, in a limited number of cases and subject to State Aid, where there is a strong focus on manufacturing
 - Tax Increment Finance to support the long-term viability of the area
 - UKTI support for inward investment or trade opportunities in the zone.
- 4.6 Local authorities with an enterprise zone will provide discounts of up to 100% for every business within that zone, with the Government reimbursing the local authority the cost of the discount.
- 4.7 Discounts are limited by EU state aid law, up to a de minimis threshold of €200,000 over a rolling three-year period, the equivalent of approximately £55,000 per year. The relevant local authority will be required to ensure that businesses do not receive greater levels of support. Each business will receive discounts for five years from the start of its occupancy in the Zone, providing it enters the Zone by the end of March 2015.
- 4.8 Businesses will therefore see a major reduction in their rates, and there will be no direct cost for those authorities who introduce the discount within an Enterprise Zone.
- 4.9 The Chancellor announced in his autumn statement on the 29th November, that Mersey Waters will be one of the 6 Enterprise Zones awarded the Enhanced Capital Allowances status for a designated site within the West Float area of Wirral Waters. This is good news for Wirral and provides another tool to promote Wirral as an investment location.

5.0 LOCAL BUSINESS RATE RETENTION

- 5.1 Enabling local authorities to retain a significant proportion of the business rates generated in their area is intended to provide a financial incentive for them to promote local economic growth.
- 5.2 Under the present system Wirral will collect Business Rates of around £60 million in 2011/12 which will be paid to the Government. The Government re-distributes this to authorities as part of the Local Government Finance Settlement with Wirral receiving £120 million.
- 5.3 Wirral expects to collect £60 million in Business Rates in 2011/12 which is paid into the national pool. Wirral receives £121 million in Government Grant from the re-distribution of the pool. If the Government proposals are implemented then Wirral will retain the Business Rates collected and receive a 'top-up' grant so that Wirral will receive the same business rates income in 2013/14 as for 2012/13.

- 5.4 Looking ahead the annual Local Government Finance Settlement which seeks to allocate Government support to those areas based upon need, will no longer exist in its current format. It would be for Wirral to meet any increased pressures from within the Business Rates collected locally plus the 'top-up' grant although the Government is proposing the option of re-setting the system if it was felt that resources were no longer meeting pressures within local authority areas. This could offer some protection to Wirral and others with low growth options.
- 5.5 It is difficult to quantify the impact on Wirral. This is because of the large number of uncertainties and unknowns in the draft proposals, for example how often the system will be reset has yet to be confirmed.
- 5.6 The Director of Finance has reported this to Cabinet on this matter (14 April 2011 and 22 September 2011 and 13th October). The Government intends to bring forward legislation later in this session with a view to introducing business rates retention from April 2013.

6.0 ENTERPRISE ZONES, BUSINESS RATE UPLIFT AND THE LEP

- 6.1 Whilst Enterprise Zones status provides important incentives to enable investment and catalyze developments such as Wirral Waters, it was LEP's that were awarded EZ status rather than Local Authorities and there is a proposal that future business rates growth resources will be given to the Local Enterprise Partnerships (LEP's) to spend on priorities to be set by the LEP.
- 6.2 The Liverpool City Region Local Enterprise Partnership (LEP) is made up of the six Local Authority areas namely, Wirral, Liverpool, Halton, Sefton, Knowsley and St Helens. The Leader of each Council is represented on the partnership along with equally balanced private sector representation. The Government guidance on LEP's was that the Chair of the LEP should be somebody representing the Private Sector. At present, The Liverpool City Region LEP does not have an appointed Chair.
- 6.3 Any uplift generated from the Mersey Waters Enterprise Zone after 1st April 2012 has the potential to be redistributed by the Local Enterprise Partnership for a period of 25 years ie up until 1st April 2037 for use on local priorities.
- 6.4 The business rate 'uplift' generated by Mersey Waters is not yet known, however, due to the fact that the Wirral Waters and Liverpool Waters sites are largely unoccupied, the growth in business rates could be considerable.

7.0 LEP Priorities

- 7.1 Government have always been clear that obtaining the status of the Mersey Waters EZ was only possible on receipt of full support from the Local Enterprise Partnership (LEP). As one of the first designate zones in March 2011, this was achieved against a very quick turnaround time.
- 7.2 As of yet, the LEP has not produced a full list of priorities that it would wish to see supported, but obviously, the improved economic performance of the City Region is a key priority

8.0 ENTERPRISE ZONE BOARD

- 8.1 The Liverpool City Region LEP has proposed a Mersey Waters Enterprise Zone (MWEZ) governance structure that will consist of:

- MWEZ Working Group
- MWEZ Board
- MWEZ Task & Finish Groups (as required).

- 8.2 This is subject to formal sign off from the relevant Local Authorities.

- 8.3 The EZ officer Working Group meets on a monthly basis and has a very good working relationship with Government departments. This is an established group and one which has been taking the day to day lead on EZ. The Acting Director of Regeneration, Housing and Planning is the Wirral's lead representative on this group.

- 8.3 The LEP Board proposed that a EZ Board should be established to provide ownership of the MWEZ (particularly during the early phases) but to avoid a structure that adds a further layer of bureaucracy. The LEP Board proposed the following representatives would make up the MWEZ Board:

- X2 LEP Representatives – one representative to act as Chair
- X1 Peel Representative (Lindsey Ashworth)
- Leader & Chief Executive Liverpool City Council
- Leader & Chief Executive Wirral Borough Council

- 8.4 The Board would act as the principal governing body for the EZ, supported directly by the Working Group but that the EZ Board will work closely, inform and align priorities with the LEP Board and the wider LCR Cabinet through progress updates.

- 8.5 It is proposed that the EZ Board and governance structures between the EZ and the LEP is reviewed as the EZ enters into the operational stage and this will be reflected within the Board's Terms of Reference.

9.0 RELEVANT RISKS

- 9.1 A risk register is being developed as part of the Mersey Waters implementation plan, however, members are asked to note the issues raised in this report outlining the recycling of any business rates 'uplift' generated by the EZ .

10.0 OTHER OPTIONS CONSIDERED

- 10.1 Enterprise Zones were announced by the Chancellor in his Budget 2011 speech and Wirral Waters, along with Liverpool Waters was announced as the LCR designation the following day. Wirral Waters is the most appropriate site for EZ designation in Wirral.

11.0 CONSULTATION

- 11.1 Enterprise Zones are a key part of Governments economic strategy to promote business growth and the creation of new employment opportunities in areas of opportunity and appropriate consultation has been undertaken on the implementation of the EZ proposals.

12.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 12.1 No direct implications for the voluntary, community and faith sector have been identified as a result of the actions set out in this report.

13.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 13.1 There are no direct, quantifiable financial implications at this time, although further discussions need to take place in relation to how the business rate growth will be managed and any effect on Local Authority finance.

- 13.2 Existing staff time is being used to support the development of the Enterprise Zone.

14.0 LEGAL IMPLICATIONS

- 14.1 There are no legal implications as a result of the announcement of Wirral Waters as an Enterprise Zone.

15.0 EQUALITIES IMPLICATIONS

- 15.1 There are no equalities implications arising as a direct result of this report.

15.2 Equality Impact Assessment (EIA)

- (a) Is an EIA required? No
(b) If 'yes', has one been completed? N/A

16.0 CARBON REDUCTION IMPLICATIONS

16.1 None arising as a direct result of this report.

17.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

17.1 Simplified planning is a key feature of the Governments Enterprise Zones proposals and as such, Officers will ensure that Cabinet and the relevant committees are fully briefed on developments as and when they arise.

REPORT AUTHOR: Alan Evans

Strategic Investment and Partnerships Manager
telephone: (0151) 691 8426
email: alanevans@wirral.gov.uk

APPENDICES

REFERENCE MATERIAL

More information can be obtained by contacting Alan Evans

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Cabinet - Enterprise Zones	April 2011

This page is intentionally left blank



DRAFT

Implementation Plan

Contents

Page 1 - Summary
Page 2 - About Mersey Waters
Page 4 - About Wirral Waters
Page 6 - About Liverpool Waters
Page 8 - Liverpool City Region LEP Strategy Delivering a modern Enterprise Zone
Page 9 - Private Sector Support
Page 10 - Key Strengths of the Mersey Waters Enterprise Zone – Our USP Tax Relief Boundary Policy
Page 11 - Enhanced Capital Allowances BRR Postcodes
Page 12 - Mersey Waters Enterprise Zone: Global, ECA and Rate Boundaries
Page 14 - Governance Structure Key Objectives Priorities for Action Consultation with Communities
Page 15 - Displacement Strategy Marketing Plan Communications Plan Resourcing Quotes
Page 16 - Key Contacts

Summary

The Mersey Waters Enterprise Zone combines two strategic, mixed use development sites covering 125 hectares located in the heart of the Liverpool City Region, on either side of the Mersey Estuary.

The Enterprise Zone comprises the consented Wirral Waters development within the Birkenhead and Wallasey Dock system and the proposed Liverpool Waters development occupying waterfront land north of Pier Head in Liverpool.

The Vision of the Mersey Waters Enterprise Zone is to accelerate the development of the Wirral and Liverpool Waters developments by marketing and delivering a range of incentives which will help overcome barriers to growth.

The EZ will also provide a focus for inward investment and a mechanism for UK Government support. It will help to demonstrate the commitment of the UK Government and local stakeholders to international investors.

It is crucial to the success of the EZ that the initial range of measures to support the EZ creates a momentum that stimulates development now, which is then sustained over a 30 year plus period. This is the anticipated delivery timeframe for the completion of the Waters projects.

Key facts about the EZ are:

- Total area for enterprise zone - 125 hectares
- Total rate relief area - 45 hectares
- Area allocated for Enhanced Capital Allowances - 11 hectares
- Total potential amount of new floorspace that could be created- 30 million sqft (2.8 million sq m)
- Total new jobs that could be located in the EZ by 2026 - over 10,000



About Mersey Waters

Wirral and Liverpool Waters together account for approximately £10bn of investment. Liverpool Waters has a prime waterfront location within walking distance of Liverpool's commercial core. Wirral Waters is located at Birkenhead and Wallasey Docks, a once thriving area, now in need of major transformation.

The combination of single ownership, a developer with a track record in delivering major regeneration projects, prime locations at the urban core, a high level of transport accessibility and high quality

place making, will attract major employers across a range of sectors including knowledge based industries such as the professional finance and business sectors and advanced manufacturing such as those in the automotive supply chain. The high quality housing and cultural, community, leisure, education and retail offer proposed will attract the skilled workers on which they will depend.

The Waters projects also provide major opportunities for educational institutions to



co-locate in a learning hub, complementing and feeding knowledge based companies and organisations.

It is anticipated that the two projects combined will provide tens of thousands of jobs during construction (which will span 30+ years) and up to 50,000 full time jobs when complete; most of which will be in high value sectors, although the West Float site at Wirral Waters will host port related and other industrial activities, which will include manufacturing. If successful, the overall

direct gross contribution to GVA for these projects alone could be as much as £2bn annually, and act as major drivers for the Liverpool City Region and wider UK economy.

The Mersey Waters projects will create new private sector jobs thus reducing the areas dependency on the public sector. The schemes will create accessible jobs aligned to training opportunities and thereby reduce the areas reliance on state support.





About Wirral Waters

At 17 million sqft (1.6 million sq m), Wirral Waters is the largest consented mixed-use regeneration project in the UK. The intended uses include: an education hub, a significant cultural offer, innovative housing typologies (including family housing), business accommodation for SMEs, entrepreneurs and major national and international companies, high quality public realm and leisure uses.

Wirral Waters also includes the Peel International Trade Centre (Peel ITC); a trading 'gateway' for overseas companies to access new markets in the UK and Western Europe.

Wirral Waters will be exemplary in terms of sustainability with a goal of achieving low carbon and zero waste.

The development will create up to 20,000 new jobs in Wirral with the infrastructure to help deliver skills and training opportunities for local people of all ages.

The project achieved planning consent in August 2010 and the decision not to call the project in by the Department for Communities and Local Government was made in December 2010.

Specifically, the scheme will deliver a maximum of:

- 422,757 sq m of office space;
- 60,000 sq m of retail;
- 100,000 sq m of culture, education, leisure and community uses;
- 38,000 sq m hotel and conference facilities; and
- 3,200 new homes; and
- 200,000 sq m of 'trade centre'.





About Liverpool Waters

The Liverpool Waters vision involves regenerating a 60 hectare historic dockland site to create a world-class, high-quality, mixed use waterfront quarter in central Liverpool. The scheme, which totals 14 million sqft, will create a unique sense of place, taking advantage of the sites' cultural heritage and integrating it with exciting and sustainable new development.

Liverpool Waters will contribute substantially to the growth and development of the city, allowing ease of movement and strong connections between Northshore, its hinterland, and the city centre. It will accommodate new and existing residents, attract national and international businesses and encourage a significant increase in the number of visitors to the city, adding to Liverpool's cultural offer and providing a new and complementary destination.

Specifically, the planning application includes the development of:

- 305,479 sq m of office space
- 9,152 homes
- 87,132 sq m of retail
- 112,798 sq m of culture, education, leisure and community uses
- 17,600 sq m cruise liner terminal and energy centre; and
- 36,280 sq m servicing and other uses.

Liverpool City Region LEP

Strategy

There is a strong consensus between local political and business leaders that the Liverpool City Region is a functional Economic Area – it covers the boroughs of Halton, Knowsley, Liverpool, Sefton, St Helens and Wirral. The economic objectives for the Liverpool City Region are growth, productivity and re-balancing the economy.

The Mersey Waters EZ delivers the following priorities of the Liverpool City Region LEP:

Business Support – The EZ will help businesses to grow and increase productivity, especially SMEs and professional firms.

Entrepreneurship – the EZ will promote entrepreneurship and enterprise through the development of educational hubs and by creating places whereby embryonic companies can grow and expand.

Inward Investment – The EZ will help the city region attract new business and professional firms to the City Region through the provision of enhanced digital infrastructure and business rate relief. This supports wider efforts to market the region's assets, potential and competitive advantages. The EZ is a collaboration between the public and private sectors to offer the right inducements to attract major employers.

Communications – The EZ has a role in working with the LCR Cabinet, LEP and local partners to convey a serious, intelligent, well informed, publicity aware environment and outward image.

Skills – The EZ will partner with the appropriate skills agencies to ensure that as employment opportunities arise within the EZ they are as accessible as possible to local people.

Funding – The business rate relief to new occupiers will help businesses set up business activities within the EZ. The EZ also provides an opportunity for Government to test new funding instruments and structures.

Major Projects – The EZ will promote the development of new real estate development that can be exploited by the City Region's investors.

professional firms, contractors and suppliers. The EZ will also contribute to this theme by creating jobs, improving the local environment, amenities and occupational space for existing and incoming business.

The other key themes outlined by the LEP are marketing, lobbying and 'step change'.

Delivering a modern Enterprise Zone

Modern Enterprise Zones combine simplified planning arrangements, business rate discounts and the focus to develop innovative approaches to stimulate development. Government believes that Enterprise Zones can be successful where they are able to lower or remove the barriers to economic growth through reduced burdens on business, in particular lower tax levels, quicker and cheaper planning processes and the relaxing of other regulatory and administrative burdens.

Mersey Waters was selected as an Enterprise Zone as it is able to demonstrate, through this plan, that it will deliver the intended stimulus to economic development whilst learning from the past.

Mersey Waters presents a considerable economic opportunity both to the Liverpool City Region and the Atlantic Gateway area in the North West (itself a nationally significant economic growth strategy). The business rate uplift created by development with Mersey Waters will be used by the LEP to drive economic growth and address barriers to job creation across the city region.

The Enterprise Zone is focused on improving the competitiveness of the Liverpool City Region and should assist in securing foreign direct investment to the UK. It is not the intention of Mersey Waters to promote relocations (displacement) within the City Region, unless such relocation is driven by expansion which will be assessed on a formula basis.

Government is keen to ensure that Enterprise Zones support genuinely additional growth and create new businesses and new jobs. The areas within the Mersey Waters Enterprise Zone that benefit from the business rate relief will therefore generally be sites which are either vacant or have low occupancy.

The Mersey Waters Enterprise Zone will present occupiers with:

- Tax breaks, including a business rate discount worth up to £275,000 per business over five years;
- Access to super-fast broadband infrastructure;
- A simplified planning environment. Wirral Waters has the benefit of outline consent but Local Development Orders can be used to facilitate complementary development in adjacent areas;
- Occupiers will have access to the EZ funding team who can assist with grant support from a range of sources including assistance with costs relating to plant and machinery and also advice on tax relief, for example in regard to research and development; and
- Association with a nationally recognised development priority and enhanced access to public sector support organisations and government departments.

Private Sector Support

The Mersey Waters Enterprise Zone is supported by the two partner local authorities: Wirral Council and Liverpool City Council. The Enterprise Zone is also supported by the Liverpool City Region Local Enterprise Partnership (LEP), which brings together other local authorities and key private sector representatives and by Peel Holdings, the major landowner and developer of the two Waters schemes.

Peel has, since 2006, been promoting the Wirral Waters and Liverpool Waters schemes through the planning process and has achieved planning consent for the Wirral Waters Scheme. The Liverpool Waters scheme has been submitted for planning approval and the decision of Liverpool City Council's Planning Committee is expected early 2012.

Key Strengths of the Mersey Waters Enterprise Zone – Our USP

The combined commercial, cultural and residential offer of Wirral and Liverpool Waters presents a unique opportunity to create new waterfront neighbourhoods. Each Waters Scheme will in itself provide a unique sense of place on either side of the world famous Mersey Estuary. New, high rise property will create unrivalled views, including the Liverpool Waterfront, National Parks, Irish Sea, Mersey and Dee Estuaries, the Wirral Peninsula and the Fylde Coast.

Mersey Waters presents a unique opportunity to create a high-quality, mixed use waterfront development that will have a transformative impact upon the Mersey Estuary, the Liverpool Region

The Enterprise Zone is in single ownership and supported by both partner local authorities. The distinctive offer of Mersey Waters as an Enterprise Zone centres around its ability to create a unique sense of place, taking advantage of the areas cultural heritage and integrating this with exciting, sustainable and high quality new development, presenting an unrivalled opportunity.

The sheer scale of the opportunity also presents a distinguishing feature, with the ability to create a significant number of diverse and sustainable employment opportunities within a concentrated location.

The developments within the Enterprise Zone will provide jobs for a wide range of the employment market both locally and regionally. The developments will also provide a range of specifications with corresponding price points to suit any scale or maturity of business.

Tax Relief Boundary Policy

The Mersey Waters Enterprise Zone is some 125.4ha. Mersey Waters has identified 45ha of vacant land and land containing buildings with a high proportion of empty units for consideration for Business Rate Relief. These areas are identified on Annex A.

The EZ Board recognise that businesses occupying the buildings included in the rate relief area will also qualify for Business Rate Relief. This seems unavoidable given the administration of the policy and the legal issues constraining the ability to distinguish between new and existing businesses. There is however a commitment, that the policy should not have unintended consequences and is appropriately targeted to deliver business growth. Through the detailed application and criteria of the scheme and working with appropriate Government departments, we will look to avoid issues of deadweight and also displacement from the City Region. These areas are predominately within the Princes Dock and land adjacent to the North, together with land within the Wirral Waters scheme at East Float and the site of the Peel International Trade Centre.

The Business Rate relief will encourage office occupiers to take empty space within Princes Dock and encourage demand for further office development within the EZ on the Liverpool side. The Business Rate relief will be attractive to new businesses from overseas within the Peel International Trade Centre (ITC), the first phase of which is focussed specifically on Chinese businesses, and to new occupiers within the Wirral Waters Scheme.

The Mersey Waters Enterprise Zone consists of two boundaries:

1. A Global EZ Boundary which encompasses all current occupiers and vacant land within the boundaries of the Liverpool and Wirral Waters schemes; and
2. A Rate Relief Boundary which encompasses land and buildings where redevelopment is anticipated in the short term.

3. Enhanced Capital Allowances will form part of the investment strategy for the Enterprise Zone. The West Float site within Wirral Waters is focused on port related, industrial and manufacturing uses and will form the ECA designated area.

Within the agreed Global Boundary, the Rate Relief Boundary should encompass the following:

- Vacant land;
- Vacant units – a detailed schedule of accommodation is included in Annex 3; and
- Land and buildings whereby redevelopment is anticipated in the short term.
- Land and Buildings which could become vacant through breaks or through expiry of lease.

BRR Postcodes

Liverpool

L3 0AP
L3 0AR
L3 1BD
L3 1BF
L3 1BJ
L3 1BU
L3 1DE
L3 1DJ
L3 1DZ
L3 1EJ
L3 1EP
L3 1QH
L3 1QJ
L3 1QP
L3 1QW
L3 1QY
L3 1QZ
L3 7AN
L3 7AS
L3 7HJ
L3 7HP
L3 7HR
L3 7DR
L3 1BG
L3 1DL
L3 1DP
L3 1QN
L3 7BE

Wirral

CH41 1AE
CH41 1AJ
CH41 1BP
CH41 1DF
CH41 1DH
CH41 1DJ
CH41 1DN
CH41 1DP
CH41 1DW
CH41 1DX
CH41 1EA
CH41 1EB
CH41 1EF
CH41 1EW
CH41 1EY
CH41 1FD
CH41 1FF
CH41 1FN
CH41 1HG
CH41 1HW
CH41 1LG
CH41 1LS
CH41 1LW
CH41 8FA

Enhanced Capital Allowances

The West Float area of Wirral Waters and Mersey Waters is designated for high value manufacturing and assembly as well as port related activities. The area proposed for Enhanced Capital Allowances is shown on the attached plan and occupies 11ha of West Float. Largely the remaining area of the southern banks of West Float will be home to the first phases of the Peel International Trade Centre (Peel ITC). The Peel ITC Phase 1 is a joint venture between Peel and a Chinese investment partner. Peel is actively engaged with Chinese partners in the development of innovative inward investment and employment projects on West Float.

Through Peel's experience of logistics and supply chains, we have engaged in discussions to repatriate automotive sector supply chains to the UK and the West Float site. The inherent benefits of road, rail and water access, close to UK production facilities and other Original Equipment Manufacturers (OEM) facilities in the region make the West Float an attractive site for a new Peel Automotive Supplier Park.

West Float is also the preferred site for a rail manufacturing company with strategic partners in China who require a rail connected site to import part built rail components and undertake final assembly and testing.

The intended uses for the ECA have a demonstrable case for ECAs over Business Rate relief capped at £275,000.

Site Area

Wirral Waters (East Float and West Float) 83.80 ha

Liverpool Waters 41.60 ha

Key



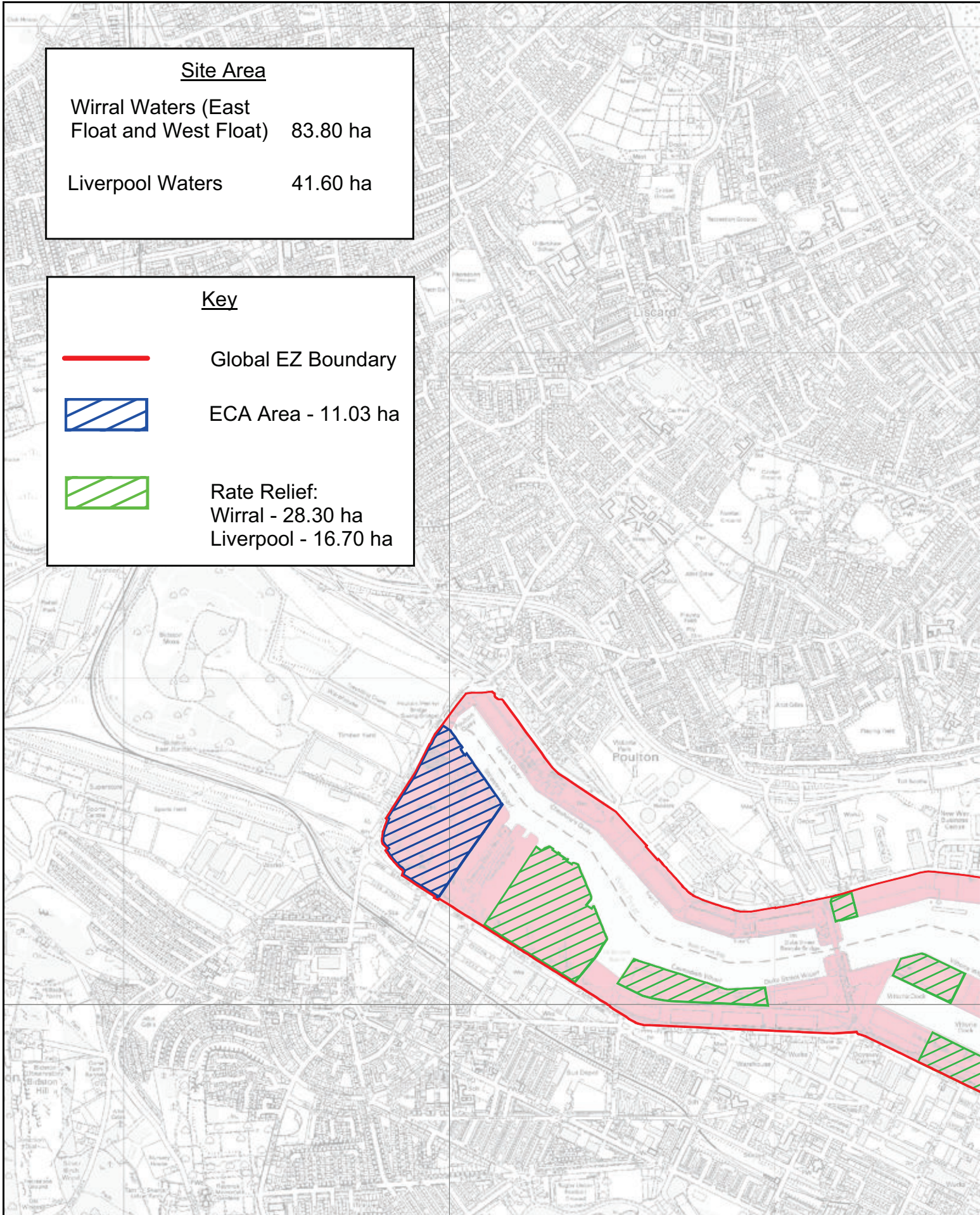
Global EZ Boundary

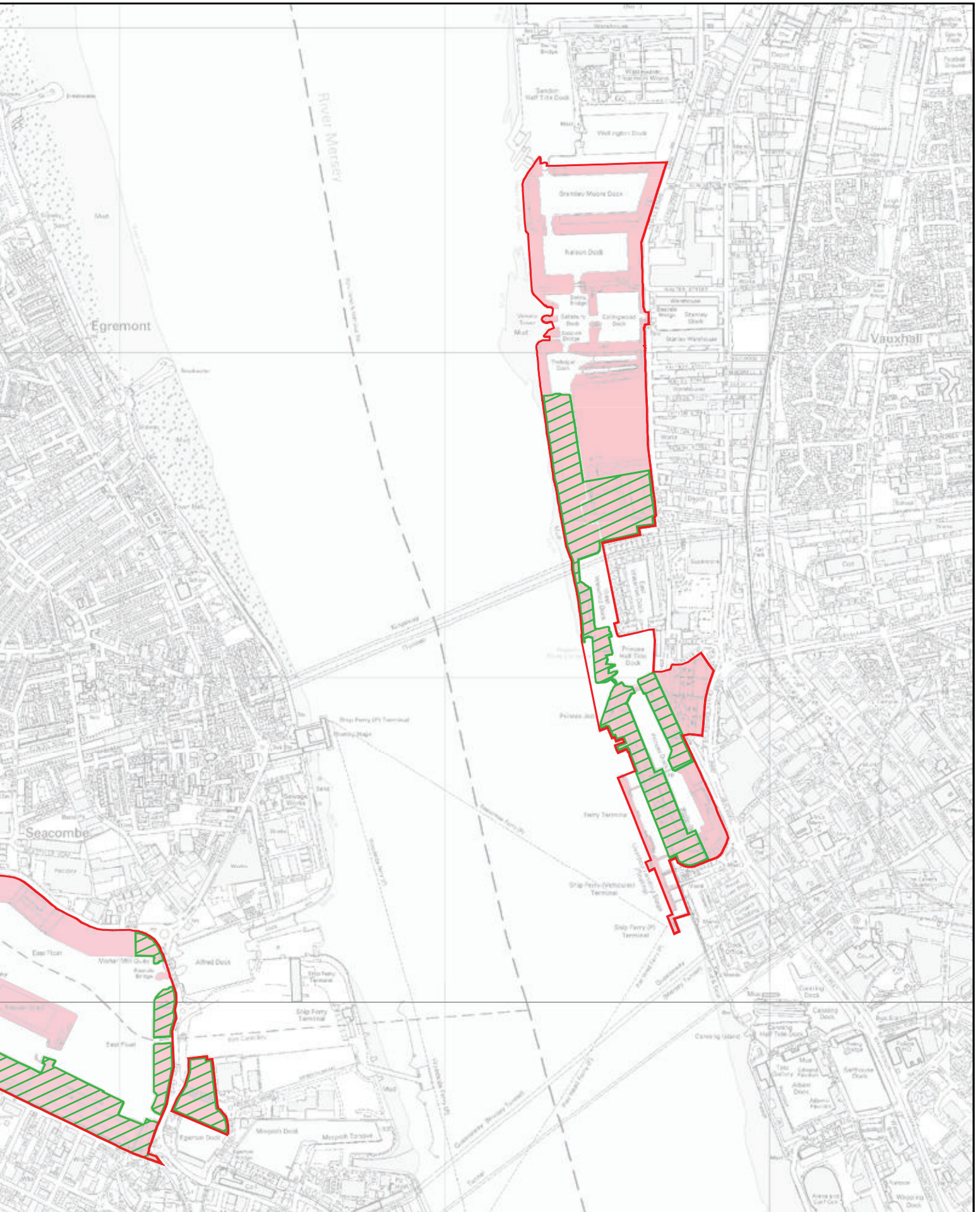


ECA Area - 11.03 ha



Rate Relief:
Wirral - 28.30 ha
Liverpool - 16.70 ha



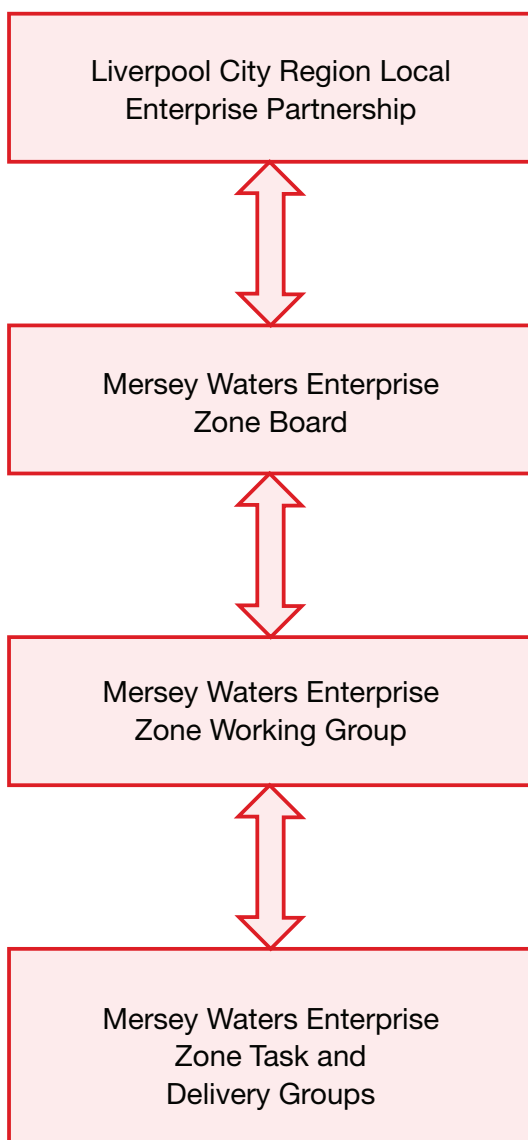


Surprise Zone Relief Boundaries

Governance Structure

The LCR LEP recognised the following governance structure at the June 2011 meeting. The EZ Board will act as the principal governing body for the EZ supported directly by the EZ Working Group. The EZ Board will work closely, inform and align priorities with the LEP Board and the wider LCR cabinet through progress updates.

The EZ Board itself will be responsible for defining priorities, projects and all aspects of operational delivery of the Enterprise Zone at this early stage of its development. It will also have a responsibility to maximise the economic potential of the EZ for the City Region. The Board will have regard to the LEP's position, views and priorities through the LEP representatives on the Board and will ensure an appropriate dialogue and discussion is maintained on strategic issues.



Key Objectives

To deliver the Vision for the EZ of accelerating the development of the Wirral Waters and Liverpool Waters developments, the EZ has the following key objectives:

- Develop a Mersey Waters Enterprise Zone marketing strategy and EZ branding by December 2011. This will be coordinated with the wider Wirral Waters and Liverpool Waters marketing plans. These will highlight target sectors and raise the profile of the Mersey Waters;
- Develop a communications plan by December 2011 to develop a suite of communications tools and key messages;
- Involve regional and national Inward Investment agencies;
- Engage with the LEP and Government to ensure that all potential incentives and tools are available to the EZ to promote sustainable economic growth through the life of the EZ;
- Assist occupiers in achieving the full benefit of EZ occupation throughout the life of the EZ.

Priorities for Action

Communications Plan approved for implementation by the LEP by December 2011.

Marketing Plan approved for implementation by the LEP by December 2011.

Agreed Red Line Boundary with the LEP and Government by end of November 2011.

Agreed Business Plan with LEP and Government by end of November 2011.

Consultation with Communities

A Statement of Community Consultation will be developed by Mersey Waters EZ partners. The Mersey Waters EZ promotes the effective engagement of local communities through existing structures within the local authority. Individual developments within the EZ will engage communities through the normal planning process.

Displacement Strategy

Rate relief would not apply to businesses locating from within the Liverpool City Region, but will apply to business which can demonstrate they are expanding and intend to employ more staff.

It is the proposed policy of the Mersey Waters EZ that any business that can show a growth on current employment should be eligible to for the benefits of the EZ. Businesses aiming to relocate within the LEP area without showing that they have clear growth aspirations will be informed that they will not benefit from the rate relief, but will benefit from the other EZ benefits.

Marketing Plan

In summary the marketing objectives follow the broader marketing for Wirral Waters and Liverpool Waters and reflect the following elements:

- Define the economic and market trends
- Identify potential occupiers and end users
- Define the new commercial quarter
- Market positioning and development of the brand
- Rent, lease and investment strategy

Communications Plan

A communications plan will be developed.

Resourcing

The implementation of the EZ is supported with in-kind and or financial support by Wirral Borough Council, Liverpool City Council and Peel Holdings.

Quotes

Quotes from Peel

Lindsey Ashworth from Peel says:

“Wirral and Liverpool Waters essentially take advantage of the area’s best two assets – its river and its people. The Peel Waters projects are opportunities for the Liverpool City Region to compete better with the likes of London and the South East as well as cities overseas. Enterprise Zones will genuinely help us to do that.”

Richard Mawdsley from Peel says:

“The Waters projects are ones that local people have said they wanted and needed. Communities want the jobs that they will provide. Both the local and central governments have listened and helped. That culminated in Prime Minister David Cameron’s visit and endorsement in January 2011. Any assistance we get from the Government – including Enterprise Zone designation – will help Peel create the new markets needed to drive it forward.”

Quotes from Liverpool City Council

Liverpool City Council Leader / Liverpool City Region Cabinet Chair, Councillor Joe Anderson, said:

“The City Region has big ambitions and a clear strategy to grow the economy and increase private sector jobs and investment. The Mersey Waters Enterprise Zone is central to those plans. We are keen to work with Government to make sure the benefits are shared across the whole of the City Region, and help attract much needed investment and jobs.”

Quotes from Wirral Council

Steve Foulkes, Leader of Wirral Council:

“Wirral Council welcomes the designation of the Mersey Waters project as an Enterprise Zone. The £4.5bn Wirral Waters scheme offers a unique opportunity for growth in an area of the Borough where it is most needed and Enterprise Zone status will further help us to attract new investment and support new businesses so that the people of Wirral and the wider region will benefit from the jobs created. We are committed to working with private sector partners and government to make the Enterprise Zone a huge success and secure much needed economic growth for the area.”

Jim Wilkie said:

“Wirral Waters is already an attractive investment opportunity but its designation as an Enterprise Zone will allow us to offer tax incentives in the first years of occupancy which will give businesses locating on the site a great head start. The Mersey Waters sites were seen as the Liverpool City Region LEP’s best area of ‘unique opportunity’ and the simplified Planning regulations that go with it will act as a catalyst for investment on both sides of the river.”

Key Contacts

Mersey Waters Main Contact (project manager): Alan Evans, Wirral Council

LEP Contact: Ged Fitzgerald, Liverpool City Council

Wirral Council:

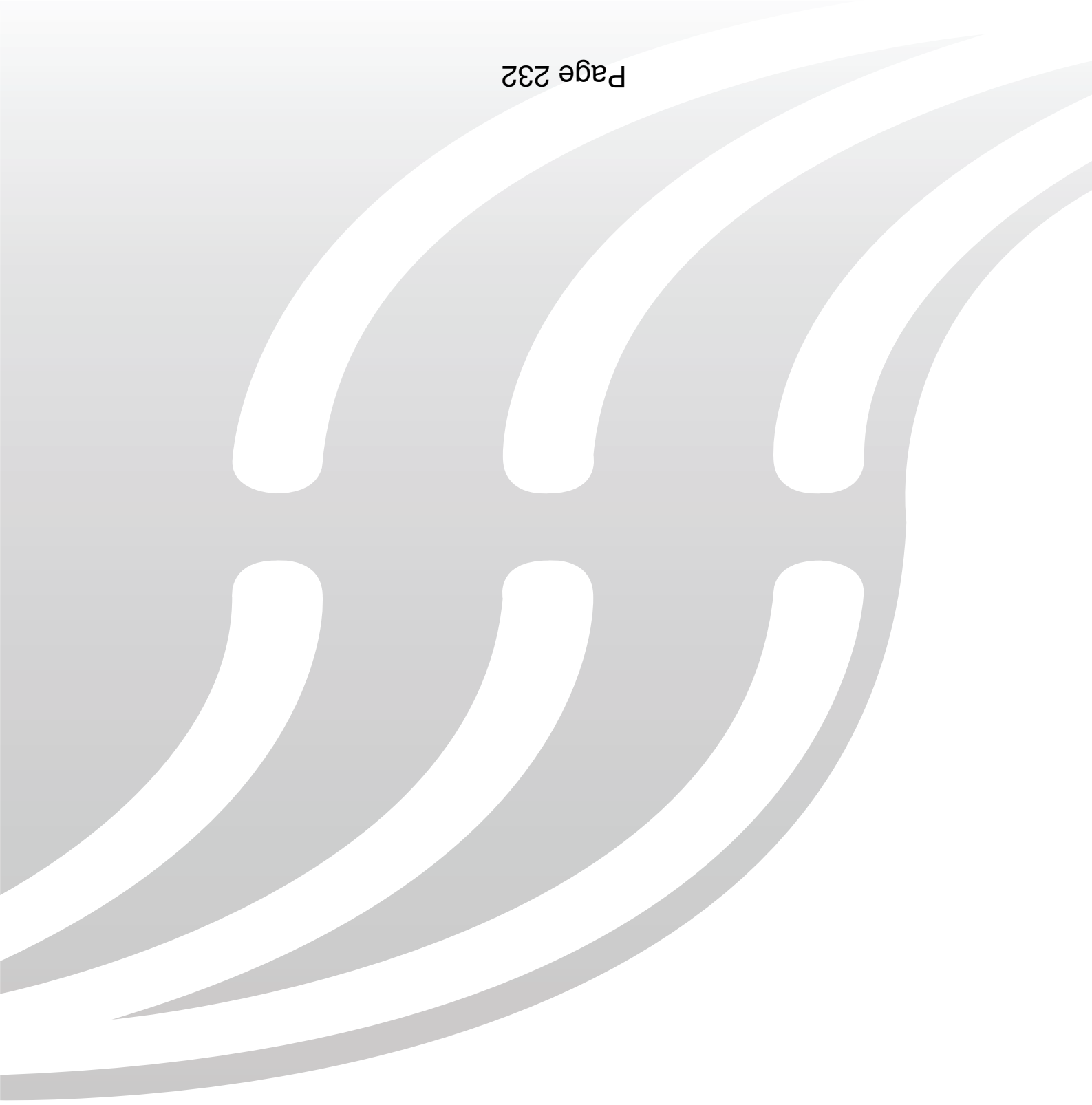
Senior Level:	Kevin Adderley
Planning:	Joanne Storey
Billing and discounts:	Ian Williams

Liverpool City Council:

Senior Level:	Catherine Garnell
Planning:	Mark Loughran
Billing and discounts:	Phil Robinson

Peel:

Wirral Waters:	Richard Mawdsley
Liverpool Waters:	Ian Pollitt
General:	Iain Taylor



WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT	WIRRAL COUNCIL & WIRRAL PARTNERSHIP HOMES – COMMUNITY FUND
WARD/S AFFECTED	ALL
REPORT OF	DIRECTOR OF FINANCE
RESPONSIBLE PORTFOLIO HOLDER	COUNCILLOR GEORGE DAVIES
KEY DECISION	YES

1.0 EXECUTIVE SUMMARY

- 1.1 This report provides an update on the latest position regarding the Community Fund and recommends Cabinet consider the bids to be submitted for funding for the 2012/13 financial year.

2.0 RECOMMENDATIONS

- 2.1 That officers make the appropriate submissions to Wirral Partnership Homes (WPH) for funding from the Community Fund in respect of the items detailed in section 4.12.
- 2.2 That approval be sought from WPH to extend the use of the Community Asset Transfer funding allocation to 2013/14.
- 2.3 That WPH be advised that the Council supports the continuation of the Your Wirral scheme for 2012/13 at the previously agreed level of £250,000.

3.0 REASONS FOR RECOMMENDATIONS

- 3.1 The Community Fund is administered by WPH and can only be used for activities that comply with the Objects of WPH. The bids recommended to be submitted are seen by the Council as compliant with those Objects.
- 3.2 The Community Asset Transfer programme is continuing and whilst commitments may have been made by the original end date of 31 March 2012 the spend will not have been incurred and so an extension is being requested.
- 3.3 The allocation for the Your Wirral scheme is agreed jointly by WPH and the Council with both parties needing to make a decision as to its continuation.

4.0 BACKGROUND AND KEY ISSUES

- 4.1 An update report on the arrangements for the management of the Community Fund and the schemes approved by WPH as administrators of the Fund was considered by Cabinet on 23 September 2010. Cabinet also agreed to amend the Council representation in managing the Fund and endorse the representatives to authorise, on behalf of the Council, the release of money from the Fund. On 3 February 2011 a further update included the submissions for funding for 2011/12.

THE COMMUNITY FUND

- 4.2. The report on 23 September 2010 provided a comprehensive overview of the management arrangements for the Fund which was established as a consequence of the transfer of the bulk of the Council housing stock to WPH in February 2005.
- 4.3 The Community Fund Deed sets out the framework of the purposes for which the Fund can be used and states that the Fund would be overseen by a Joint Working Group (JWG). The Fund is administered by WPH and any spend has to be agreed by the JWG with the final decision on approving the use of the Fund being by WPH.
- 4.4 The JWG comprises equal membership from the Council and WPH. The Council representatives now comprise Councillor George Davies as Cabinet Member for Housing & Community Safety, Bill Norman as Director of Law, HR and Asset Management and Kevin Adderley as Interim Director of Regeneration, Housing & Planning. The Group meets to consider the financial position, review the progress of schemes approved for assistance from the Fund and consider any new submissions for recommending to WPH for approval.
- 4.5 The Fund is expected to total between £25 and 30 million over a ten year period. Income to the Fund increases as the development programme continues and VAT is reclaimed and is dependent upon the rate of progress of the programme. After setting aside £2.5 million to cover any potential warranties and the Your Wirral Scheme the balance is available to support schemes with this being allocated 50:50 between the Council:WPH.
- 4.6 The approved schemes are subject to a grant submission to the JWG which is assessed against the purposes of the Community Fund Deed and the charitable objects of WPH (see the Appendix) with WPH receiving advice from Anthony Collins their appointed legal advisors. A recommendation is then made to the WPH Board. Those schemes approved are the subject of a formal grant agreement with progress monitored by the JWG.
- 4.7 In order to comply with banking requirements the sums released from the Community Fund to WPH and the Council require a formal bank mandate. The authorised signatories are two out of the three JWG representatives from each organisation.

COMMUNITY FUND POSITION STATEMENT

4.8 As at the end of November 2011 the Fund showed:-

	£ million	£ million
Income		
Receipts to the Fund	25.8	
Plus : Projected to March 2012	1.7	27.5
Less: : Allocations		
Self insurance	2.5	
Central Heating	1.3	
Other – Overton and Wirral CVS	0.1	
Your Wirral 2007-2012	1.6	5.5
Wirral Council	9.6	
WPH (includes £0.3m earmarked for WPH)	9.6	19.2
Projected Balance available at 31 March 2012		2.8

Assuming the support for Your Wirral is maintained at £250,000 for 2012/13 the Council share of the balance is around £1.2 million plus the unspent allocation of £0.3 million (see section 4.8) totalling £1.5 million.

COUNCIL SCHEMES

4.9 The activities approved by the WPH Board include the initial three activities plus those approved for 2011/12 only. Any unspent grant at the end of the time period is available for re-distribution in accordance with the management arrangements:-

Description of activity	Time period	Grant (£)	Balance (£)
Community Asset Transfer	2009/12	4,500,000	Ongoing
Regeneration / Investment Team	2008/11	2,561,000	348,000
Housing Support Services	2008/11	1,000,000	Nil
Housing Support Services	2011/12	400,000	Ongoing
Private Sector Housing	2011/12	600,000	Ongoing
Vulnerable Families	2011/12	500,000	Ongoing

4.10 The Community Asset Transfer programme funding was approved for the period 2009/12. Cabinet has been regularly updated by the Director of Law, Human Resources and Asset Management on the progress of the programme which will see the funds largely committed but unspent by the 31 March 2012. It is recommended that WPH be asked to extend the time period to 31 March 2014 to allow for the completion of the programme.

4.11 In respect of Your Wirral £250,000 was allocated for 2011/12 to support community based projects, with a further £30,000 agreed for costs incurred in supporting and managing the scheme.

COUNCIL SUBMISSIONS FOR FUNDING FOR 2012/13

4.12 The areas which would be compliant for the use of the Fund include:-

Housing Support Services £400,000 per year
A continuation of the existing approval to fund services which complement the statutory functions of the Council. The funding enables these services to be extended to prevent homelessness regardless of people's status or property tenure which complements the statutory work of the Council. The funding enables adaptations to be progressed more quickly for the benefit of those people who need them to remain in their own homes.

Private Sector Housing £600,000 per year
A continuation of the existing submission that provides assistance to improving housing and increasing the use of empty property across the borough. The focus is within the NewHeartlands regeneration area. This supports the development of vacant sites to provide new homes, actions to limit the number of empty properties and the ability to respond to issues of unfitness.

Vulnerable Families (Community Safety) £500,000 per year
A continuation of the approval covering services to victims of domestic violence, including intervention, intelligence, analysis and support for those classed as being at high and medium risk of further violence. A Wirral-wide service supported by the analysis provided to a range of partner agencies and which is focussed on the more disadvantaged communities where there are disproportionately higher levels of domestic violence.

4.13 The next meeting of the Joint Working Group is planned for January 2012 and will review the progress made to date, discuss the current position of both organisations and agree to the bids to be referred to WPH for approval, which will then be subject to review by the WPH legal advisors.

5.0 RELEVANT RISKS

5.1 The Fund is available to meet services which comply with the Objects of WPH. These submissions provide the opportunity for the Council to access the Fund and will be subject to review by the WPH legal advisors as to compliance. The Fund is a time-limited resource and so if services are to continue into the future then consideration will have to be given to building the costs into the Council budget.

6.0 OTHER OPTIONS CONSIDERED

6.1 If funding is not provided from the Fund the Council would have to either identify additional resources or cease providing the services concerned.

7.0 CONSULTATION

7.1 The services provided by the Departments of Regeneration, Planning & Housing and Law, HR & Asset Management involve consultation with partners and users but are not directly related to this report.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 The Departments of Regeneration, Planning & Housing and Law, HR & Asset Management work with the sector in delivering services but there are no direct opportunities from this report.

9.0 RESOURCE IMPLICATIONS

9.1. The Community Fund represents a finite and time-limited resource to support schemes in line with the Community Fund Deed and the charitable objects of WPH. Income is dependent upon the improvement works undertaken by WPH and, at this time, the total is projected to be in the region £30 million but this will be over a longer time period than by 2012 as initially envisaged.

9.2 The Council has been allocated grants to date, totalling £9.6 million for-

Description	Time Period	Grant £000
Community Asset Transfer	2009/12	4,500
Regeneration Investment	2008/11	2,561
Housing Support	2008/11	1,000
Housing Support Services	2011/12	400
Private Sector Housing	2011/12	600
Vulnerable Families	2011/12	500

9.3 The income to the Fund is based upon the progression of the WPH improvement programme with the likely Council share around £1-1.5 million per year over the next four years. The suggested submissions for 2012/13 are:-

Description of activity	Time period	Grant (£)
Housing Support Services	2012/13	400,000
Private Sector Housing	2012/13	600,000
Vulnerable Families	2012/13	500,000

9.4 Staff within the departments of Regeneration, Housing & Planning and Law, HR & Asset Management are covered by the submissions for which no funding has presently been allocated beyond 31 March 2011.

10.0 LEGAL IMPLICATIONS

10.1 There are none arising directly from this report.

11.0 EQUALITIES IMPLICATIONS

11.1 The use of the Fund to develop homelessness and advice will realise benefits.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 Whilst none arising directly from this report projects funded from the Fund may benefit the environment and the well being of people in Wirral.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are no planning implications but the Community Safety submission would enable the continuation of the Wirral wide service to victims of domestic violence.

FNCE/278/11

REPORT AUTHOR: Tom Sault
Head of Financial Services
telephone: (0151 666 3407
email: tomsault@wirral.gov.uk

APPENDICES

Community Fund Deed and WPH Articles of Association (extracts).

REFERENCE MATERIAL / SUBJECT HISTORY

Council Meeting	Date
Cabinet – Wirral Council and Wirral Partnership Homes – Community Fund	23 September 2010
Cabinet – Wirral Council and Wirral Partnership Homes – Community Fund	3 February 2011

COMMUNITY FUND DEED

Schedule 1 states the defined purposes for the use of the Fund.

'The following purposes to the extent only that they are within the charitable objects of the Company from time to time:

- a) The development of additional units of social housing to meet established need and/or the acquisition of owner occupied property in areas of redevelopment together with the cost of demolition to create sites for redevelopment.
- b) Securing that land is brought into effective use.
- c) Creating an attractive and safe environment.
- d) Contributing to and encouraging economic regeneration and development.
- e) Preventing crime, or the fear of crime, by secure-by-design principles.
- f) Providing employment and training for local people.
- g) Benefiting local people who have special needs due to disability or discrimination.
- h) Provision of training opportunities in the borough of Wirral including the purchase of training workshops and other suitable premises.
- i) Any other purpose as agreed by the working group that is within the charitable objects of the Company from time to time'.

WIRRAL PARTNERSHIP HOMES

Extract from the Memorandum and Articles of Association on the Objects

'The objects of the Company shall be:

- 1 to provide houses or hostels and any associated amenities for persons in necessitous circumstances upon terms appropriate to their means;
- 2 to provide for aged, disabled or chronically sick persons in need thereof houses or hostels and any associated amenities specially designed or adapted to meet the disabilities and requirements of such persons;
- 3 to provide services, advice or assistance upon terms appropriate to their means to aged, disabled, or chronically sick persons in need thereof and provide any associated amenities specially designed or adapted to meet the disabilities and requirements of such persons;
- 4 to provide recreation or other leisure facilities in the interest of social welfare with the object of improving the conditions of life for the residents of the local authority areas in which the Company owns or manages housing stock;
- 5 to relieve poverty amongst residents of the local authority areas in which the Company owns or manages housing stock;
- 6 the advancement of education, training or retraining, particularly among unemployed people and providing unemployed people with work experience;
- 7 to maintain, improve or provide public amenities for the public benefit in the interests of regeneration in areas of social and economic deprivation in which the Company owns or manages housing stock.'

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8TH DECEMBER 2011

SUBJECT:	ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY AND SECONDARY SCHOOLS AND THE COORDINATED ADMISSION SCHEMES FOR 2013-2014
WARD/S AFFECTED:	ALL
REPORT OF:	ACTING DIRECTOR OF CHILDREN'S SERVICES
RESPONSIBLE PORTFOLIO HOLDER:	CLLR ANN MCLACHLAN
KEY DECISION?	YES

1.0 EXECUTIVE SUMMARY

1.1 The Local Authority (LA) is required to determine admission arrangements for community secondary schools and for community and voluntary controlled primary schools. The New School Admissions (England) Regulations (2003) also require the Authority to have in place a coordinated scheme for admissions to all primary and secondary schools in 2013-14. Both schemes have been updated to reflect changes in national guidance. No major changes are proposed to those arrangements currently in place for primary school admissions, however a change is proposed to the co-ordinated scheme for secondary schools in relation to testing arrangements for selective grammar schools from 2013-14. The secondary scheme has also been updated to reflect the change in status of some schools. The LA is required to consult on its admission arrangements and to determine those arrangements by April of the preceding year. This report recommends that a consultation is held regarding the proposed changes.

2.0 RECOMMENDATIONS

- 2.1 That a public consultation is held on the proposed admission arrangements and coordinated schemes for primary and secondary schools for 2013-2014 as required by guidance.
- 2.2 That this consultation should include the proposal to amend the timing of the grammar school selection process as recommended by the Wirral Eleven Plus Working Group.

3.0 REASONS FOR RECOMMENDATION/S

- 3.1 The LA is required to consult on its admission arrangements and to determine those arrangements by April of the preceding year. Regulations also require the Authority to have in place a coordinated scheme for admissions to all primary and secondary schools.
- 3.2 The Department for Education (DfE) published a draft Admissions Code of Practice in May 2011 and held a consultation in the summer 2011. This draft Code includes proposed changes to grammar school selection testing process whereby parents must receive their child's selection test results prior to completing their preference form. This enhanced emphasis has been retained in

the draft revised version of the Admissions Code published on 2nd November 2011. As a significant change to current practice in Wirral, this will require consultation with parents, schools and the wider community.

- 3.3 The consensus view of the 11 Plus Working Group view is that Wirral should change the timing of selective testing to ensure test results are provided before preferences are submitted whether or not the final published Admission Code retains this directive.
- 3.4 Both the primary and secondary co-ordinated schemes have been updated to reflect the guidance in the November 2011 draft revised Admissions Code. These amendments form part of the consultation as required by regulations.

4.0 BACKGROUND AND KEY ISSUES

- 4.1 The Authority is required to consult on its admission arrangements and to determine those arrangements by April of the preceding year. Regulations also require the Authority to have in place a coordinated scheme for admissions to all primary and secondary schools. A copy of the proposed primary and secondary schemes is attached (Appendices 1 and 2). Appendix 3 details the proposed admission numbers.
- 4.2 On 27th May 2011, the Secretary of State announced a 12 week consultation on a Draft School Admissions Code. A consultation response was sent to the DfE within the deadline, approved by the Schools Forum.
- 4.3 Following consultation, a new revised Draft School Admissions code was published on 2nd November 2011, subject to parliamentary scrutiny and Royal Assent of the Education Bill 2010-11, after which it will become the new School Admissions Code, impacting on admissions to schools from September 2013 onwards.
- 4.4 An outline of the key changes in the draft revised Code is provided in Appendix 4

Changes to Eleven Plus testing procedures

- 4.5 The Draft Admissions Code includes proposals regarding Eleven Plus testing. These changes were not included in the consultation document, however as they have been adopted in the new Code they will impact on arrangements in Wirral. Specifically, the requirement introduced in the 2007 Code for parents to have their child's test results before completing the preference forms has been retained and escalated to MUST rather than SHOULD. Paragraph 1.32 of the revised Draft Code says that Authorities must:

"inform parents of the outcome of selection tests before parents make applications for other schools – while making clear that this does not equate to a guarantee of a selective place."

- 4.6 As in Wirral, in the majority of LAs where grammar schools still exist, testing takes place in November or December, after the deadline for expressing secondary school preferences has passed.
- 4.7 In order to meet the national secondary allocation day of 1st March, all preference forms must be returned by 31st October each year.

- 4.8 Under the current scheme, parents are asked at the beginning of September to complete a grammar assessment request form by the third week of September. This enables familiarisation packs to be sent out in October, ahead of practice tests in mid-November, with the real tests taking place in late November and early December. Parents receive their child's selective test results along with the letter allocating a place for their child at the beginning of March.
- 4.9 Following the introduction of "test results before preferences" into the Admissions Code in 2007, a working party considered whether 11 plus testing should be carried out earlier, including reducing the number of practice tests from two to one, but at that time the agreed solution was to continue with the current system of testing and increase the number of preferences available to parents from three to five which resolved the issue effectively due to the equal preference system.
- 4.10 The equal preference scheme means that an application for a grammar school that is unsuccessful is not a wasted preference, providing there are a sufficient number of preferences to allow grammar and non-grammar preferences to be chosen. In Wirral's case, the maximum number of grammar schools any parent can apply to is three. Five preferences allow two non-grammar preferences to be selected. Under equal preference, no-one is disadvantaged by expressing a first preference for a grammar school as the place offered will be for the highest available.
- 4.11 With no official route to respond to the change from "should" to "must", a letter regarding the impact of the proposed change was sent to the Secretary of State for Education during the consultation period.
- 4.12 As the change has been confirmed in the November 2011 revised Draft Code the arrangements for testing will require change for admissions in 2013-2014. This requires consultation in spring 2012 on possible arrangements. The Acting Director of Children's Services with the support of The Schools Forum requested that a working group be convened in the autumn term to consider the options for Eleven Plus Testing in Wirral.

Outcome of the Eleven Plus Working Group

- 4.13 A group was convened in October 2011 comprising representatives from primary schools, the non-Catholic Wirral grammar schools and LA officers. A number of options that would potentially comply with the Draft Code were discussed.
- 4.14 The working group considered all the implications of making changes to the arrangements. This included their understanding of parental views, scheduling of school open evenings, implications for pupils of the timing of tests, logistics of testing arrangements for all schools and the LA Admissions Team.
- 4.15 The consensus view of the Working Group is to recommend that the timing of grammar school selection testing should be changed as follows:
- Parents complete a request for assessment form in the summer term of Year 5.
 - Two practice tests take place in the first week of September of Year 6.
 - Two real tests to take place in second week of September.
 - Tests are processed and outcomes reported to primary schools in the first week of October.
 - The Independent Assessment Board (IAB) meets to consider referrals in the second week of October.
 - Parents to receive their test results in mid-October of Year 6.

- 4.16 As the preference deadline is 31st October, parents would then have approximately two weeks to complete a paper or on-line preference form. Applications received after 31st October are treated as late.
- 4.17 The consensus view of the Working Group was that it would be beneficial to pupils and their families to know test results prior to submitting their preferences.
- 4.18 Wirral's two Catholic grammar schools (Upton Hall and St Anselm's) administer their own selection tests for entry to Year 7. Their test takes place in December each year and consequently these schools would also be affected by a change to the Admissions Code. Discussions with these two schools have been undertaken to ensure that their governing bodies are aware of the potential change and will make arrangements in their own admissions procedures to comply with the Code as finally published.

5.0 RELEVANT RISKS

- 5.1 A draft Admissions Code has been consulted upon by the DfE in the summer of 2011. A revised Draft Admissions Code has now been published, which may be subject to minor changes in the final published version, subject to parliamentary scrutiny and Royal Assent of the Education Bill 2010-11, which are not accounted for in this report.
- 5.2 Under the current process, children who are unable to sit one or both of the real tests due to illness, or who move into Wirral after the real tests are carried out, are able to sit late tests. This would continue under the new process; however these parents would have to submit a preference form without knowledge of their child's results.

6.0 OTHER OPTIONS CONSIDERED

- 6.1 The 11 Plus Working Group considered three options for change to the selection testing arrangements. All options would meet the proposed new requirement of the provision of test results to parents before completing preference forms:

Option 1: Test in September Year 6 (Recommended by the Group)

- Parents complete a request for assessment form in the summer term of Year 5.
- Two practice tests take place in the first week of September of Year 6.
- Two real tests to take place in second week of September.
- Tests are processed and outcomes reported to primary schools in the first week of October.
- The Independent Assessment Board (IAB) meets to consider referrals in the second week of October.
- Parents to receive their test results in mid-October of Year 6.

Option 2: Test in the Summer term Year 5

- Parents register a request for assessment at Easter Year 5
- Two practice tests in May
- Real tests in mid-June
- Test processing takes two weeks
- Results are returned to LA by end of June and posted to parents by middle of July.
- IAB in August/September.

Option 3: Test in the Spring term Year 5

- Parents register a request for assessment in January Year 5.
- Two practice tests in February.
- Real tests in March.
- Results returned to the LA in April and posted to parents by end of April.
- IAB in May.

7.0 CONSULTATION

- 7.1 The proposed admission numbers have been presented to the Wirral Admissions Forum.
- 7.2 Potential changes to the grammar school selection testing arrangements have been discussed with an Eleven Plus Working Group comprising primary and grammar school headteachers.
- 7.3 The proposed co-ordinated scheme will be circulated to all Wirral admission authorities.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 8.1 None.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 9.1 On average 40% of the total Year 6 cohort are tested by the Authority for entry to non-Catholic grammar schools each year. If the 11 plus selection testing process is changed for future years, this could lead to approximately 1500 applications compressed into the final two weeks of the preference period which would increase pressure on staff in the Mainstream Admissions team.

10.0 LEGAL IMPLICATIONS

- 10.1 None.

11.0 EQUALITIES IMPLICATIONS

- 11.1 None.

- 11.2 Equality Impact Assessment (EIA)
(a) Is an EIA required? No

12.0 CARBON REDUCTION IMPLICATIONS

- 12.1 None.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATION

- 13.1 None.

REPORT AUTHOR: **Sally Gibbs**
Principal Officer (Admissions and Place Planning)
Telephone: (0151 666 4487)
email: sallygibbs@wirral.gov.uk

APPENDICES

APPENDIX 1: SCHEME FOR THE CO-ORDINATION OF ADMISSION ARRANGEMENTS FOR MAINTAINED PRIMARY SCHOOLS IN THE WIRRAL AREA FOR THE ACADEMIC YEAR 2013-2014

APPENDIX 2: SCHEME FOR THE CO-ORDINATION OF ADMISSION ARRANGEMENTS FOR MAINTAINED SECONDARY SCHOOLS FOR THE ACADEMIC YEAR 2013-2014

APPENDIX 3: PROPOSED ADMISSION NUMBERS

APPENDIX 4: KEY CHANGES IN THE DRAFT ADMISSIONS CODE MAY 2011

REFERENCE MATERIAL

The School Admissions Code 2010

The draft revised School Admissions Code 2011

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
CABINET - ADMISSION ARRANGEMENTS FOR COMMUNITY SECONDARY SCHOOLS AND THE CO-ORDINATED ADMISSION SCHEME 2012/13	14 th April 2011
CABINET – ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS 2012/13	14 th April 2011
CABINET - ADMISSION ARRANGEMENTS FOR COMMUNITY SECONDARY SCHOOLS AND THE COORDINATED ADMISSION SCHEME FOR 2012-13	9 th December 2010
CABINET - ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS AND COORDINATED SCHEME FOR 2012-2013	9 th December 2010
CABINET - ADMISSION ARRANGEMENTS FOR COMMUNITY SECONDARY SCHOOLS AND THE COORDINATED SCHEME 2011-2012	18 th March 2010
CABINET - ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS 2011-2012	18 th March 2010
CABINET - ADMISSION ARRANGEMENTS FOR COMMUNITY SECONDARY SCHOOLS 2010-11	9 th April 2009
CABINET - ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS 2010-11	9 th April 2009
CABINET - ADMISSION ARRANGEMENTS FOR COMMUNITY SECONDARY SCHOOLS 2010-2011	10 th December 2008
CABINET - ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS 2010-2011	10 th December 2008

**SCHEME FOR THE CO-ORDINATION OF ADMISSION ARRANGEMENTS
FOR MAINTAINED PRIMARY SCHOOLS IN THE WIRRAL AREA
FOR THE ACADEMIC YEAR 2013-2014**

This scheme fulfils the requirements for a scheme for co-ordinating admission arrangements under the School Admission (Co-ordination of Admissions Arrangements) (England) Regulations 2008, made under the School Standards and Framework Act 1998, for the area of Wirral Council. It builds on the well established co-ordination of primary school admissions that have been a longstanding feature of local practice.

The scheme applied to arrangements whereby children are to be admitted to primary schools in the academic year 2013/14 and for subsequent years, subject to any review.

The co-ordinated scheme applies to all schools, excluding special schools, maintained by Wirral Council and to preferences expressed by Wirral resident parents and carers for schools maintained by other English local authorities, academies and free schools. Admissions to other schools with independent status are not be covered by this scheme.

1.0 Applications for school places for admission into Foundation 2 – the normal admission round

1.1 Wirral Authority will act as the co-ordinating authority for all applications. Offers will be made by Wirral Council, in its role as the home authority, on behalf of the admissions authority for the school allocated as follows:

Admissions Authority	Category of School
Wirral Council	All Wirral community and voluntary controlled schools
Governing body of school	All Voluntary Aided, Foundation, Trust and Academy schools
Maintaining Local Authority	Non-Wirral community and voluntary controlled schools

- 1.2 The admission arrangements for schools maintained by Wirral Council are published on the Council's website and in its information booklets, in line with the requirements set out in the School Admissions Code (2009). The Authority's information booklets will be available electronically on the Council's website from 1 September. Hard copies will be available in primary schools, or will be obtainable by request from the Local Authority at the start of the autumn term. Admissions arrangements are also available from each school on request.
- 1.3 All parents who live in the area administered by Wirral Council must apply for places in maintained primary schools either in Wirral or in the area of another local authority by completing the Wirral Parental Preference Form. Paper forms will be generated and distributed centrally by the Mainstream Admissions team of the Children & Young People's Department in September. On-line applications are made through the Council's website.
- The form provides an opportunity for the parent to:
- apply for up to 3 schools
 - rank the schools applied for in order of preference
- 1.4 Applications for all schools, including Foundation, Trust, Academy and Voluntary Aided schools must also be made on the common Primary School Application Form.
- 1.5 Applications for places sent direct by parents and carers to individual schools cannot be accepted and must be sent to the Local Authority for inclusion within these arrangements.
- 1.6 Parents must return forms to the Children and Young People's Department by 15th January to ensure the allocation of a school place on 16th April or next working day (the National Offer date from 2014-15 onwards). Applications received after the published deadline of 15th January will be dealt with once the offer of places has been sent to parents on 16th April.
- 1.7 Parents can apply for school places only from the 1st September preceding admission to Foundation 2, that is, at the beginning of the academic year in which their child's 4th birthday falls. Children are normally admitted to school at the beginning of the academic year in which their 5th birthday falls.

- 1.8 **Deferred entry and part-time places.** Parents can request deferred entry or part-time attendance up until their child reaches compulsory school age (the term following their 5th birthday).

Child's age 5 birthdate between	First term of compulsory education
1 st January and 31 st March	Summer term (April)
1 st April and 31 st August	Autumn term (September)
1 st September and 31 st December	Spring term (January)

- 1.9 **Applications from separated parents.** We will accept only one application form per child. It is essential that agreement is reached by the parents of a child as to the preferences for school places. If agreement cannot be reached, or if neither parent has been granted a Specific Issues Order in this respect, then we will accept the application from the parent with whom the child is “ordinarily resident”.

- 1.10 **Changes of address.** Parents and carers must inform the Authority immediately of a change of address, even if details of a future change of residency were included on the application form. The Authority will require supporting evidence to show that the place of residency has changed; e.g. A letter from the solicitor confirming the completion date; A signed rental agreement showing the start of the tenancy and its duration. In addition the Local Authority may request further information – for example, copies of council tax and utility bills or any other information considered relevant to the application, including evidence of disposal of previous property. Information and supporting evidence must be received by 28th February. Proof of residency received after 15th January will not be used to assign a higher criterion for admission, but will be used to send the decision letter on the published offer date.

2.0 Dealing with Applications

- 2.1 The Authority will, by applying the Council's admissions criteria, rank the order of priority of each application for community schools and voluntary controlled schools.
- 2.2 The Authority will provide Academy and Voluntary Aided Schools with details of those preference forms which include an application for their school by 31st January.
- 2.3 Preference ranking will not be shared with school admission authorities in accordance with paragraph 1.76 of the School Admissions Code 2009 as this cannot lawfully be used when applying oversubscription criteria.

- 2.4 The Governing Bodies of Academy and Voluntary Aided schools will rank each application by applying the school's admission criteria and notify the Mainstream Admissions team of their ranking by 18th February.
- 2.5 Where a pupil is eligible to receive an offer of two or more school places then the Authority will allocate the highest priority preference.
- 2.6 The Mainstream Admissions team will notify the Governing Bodies of Academy and Voluntary Aided primary schools of those pupils who will be allocated places at their school by 9th April.
- 2.7 In March we will inform neighbouring LA's of any pupils who are not resident in Wirral and to whom the Authority can offer places at Wirral schools.

3.0 Determination of applications for Community and Voluntary Controlled schools

- 3.1 **Allocation of places.** Applications for all Community schools and also for Bidston Village CE Primary School, Holy Trinity CE Primary School (Hoylake), Millfields CE Primary School and St Bridget's CE Primary School (West Kirby) will be determined on the following basis:
- 3.1.1 All children who have applied before 15th January will be eligible for a place so long as there is space within the school's admission number. If there are more applications than there are places available, then eligibility will be determined in accordance with the following scheme of priorities:
- Children in care, and children who were in care but have been adopted or are subject to a residency order or special guardianship order ("previously in care")
 - Then children who live in the school's catchment zone in the following priority order:
 - Children who already have older brothers or sisters (including half or step siblings living in the same household) at the school when they are due to start school. If there are more children with older brothers or sisters at the school than there are places available, we will give priority to children with the youngest brothers or sisters at the school. We will also treat a brother or sister at a corresponding junior school as a sibling.

- Pupils who have a medical reason for attending a particular school. A letter in support from a health care professional will be required as evidence.
- Children who live nearest to the school. We measure distances from home to the school gate nearest to the child's home using the shortest road route, unless it is possible to use a footpath which we consider to be a safe walking route, using the Authority's electronic Ordnance Survey address point based routing system.

3.1.2 If places remain available, eligibility for children do not live in the school's catchment area will be determined in accordance with the following scheme of priorities.

- Children who already have older brothers or sisters (including half or step-brothers and sisters living in the same household) at the school when they are due to start school. If there are more children with older brothers or sisters at the school than there are places available, we will give priority to children with the youngest brothers or sisters at the school. We will also treat a brother or sister at a corresponding junior school as a sibling.
- Pupils who have a medical reason for attending a particular school. A letter in support from a health care professional will be required as evidence.
- Pupils who live nearest to the school. We measure distances from home to the school gate nearest to the child's home using the shortest road route, unless it is possible to use a footpath which we consider to be a safe walking route, using the Authority's electronic Ordnance Survey address point based routing system.

3.1.3 If places remain available at the school after all "on time" applicants have been allocated, places will then be allocated to late applications received after 15th January in date order of receipt up to the school's admission number. See paragraph 5.0 below.

3.2 Christ Church CE Primary School in Birkenhead shares part of its catchment zone with two other schools - Woodchurch Road Primary School and Woodlands Primary School. We give priority as detailed above in 3.1.1- 3.1.3.

3.3 **Aided schools and Academies.** Applications for Academy schools and the Catholic and Church of England voluntary aided schools will be determined by the governing bodies of these schools in accordance with their published admission criteria.

3.4 **Mandatory Allocation.** Where it is not possible to allocate a place at any of the schools applied for, children resident in Wirral will be allocated a place at the nearest appropriate Wirral school where there are places available. “Appropriate “ means community school if the parents’ preferences indicate preferences for non-denominational education; or a Catholic school or C of E school if the parents indicated a preference for education in a school of that denomination. The nearest school will be measured on shortest walking distance using the Authority’s electronic Ordnance Survey address point based routing system.

3.5 **Special Needs.** All schools will be required to admit a pupil with a Statement of Special Educational Needs naming the school.

4.0 Offer of Places

4.1 Parents resident in Wirral will be informed by the Director of Children’s Services of the school allocated in writing by second class post on the last weekday in March. The letter will also inform the parent of their legal right to appeal to an independent panel and who to contact to make an appeal. Parents should, wherever possible, submit an appeal within 20 days of receipt of the letter notifying them of the outcome of their application.

4.2 Where online applications have been received, the parent or carer making the online application can log on to their online account on the published date to view the school place offered and can also request to receive their offer by e-mail.

4.3 If places become available before the start of the autumn term, the Authority will allocate them to children whose parents have either lodged an appeal but not been successful or who have expressed a continuing interest in a place at the school concerned. Parents can do this by returning the reply slip attached to the allocation letter. If there are more children interested in a particular school than places available, the Authority will use the same criteria to determine priorities as is used for the initial allocation.

4.4 Children whose parents applied before 15th January will have priority over children whose parents applied after that date, provided they tell us that they continue to want a place at that school.

4.5 All offers of places for schools covered by the scheme will be issued by the Authority.

5.0 Late applications

- 5.1 Applications received after the published deadline of 15th January will be dealt with after the offer of places have been sent to parents on 16th April or next working day. We will send details of late applications for academy and voluntary aided schools to the governors of the schools concerned by 23rd April or, for applications received after that date, within five days of receipt.
- 5.2 We will deal with preferences for community and voluntary controlled schools in the date order we receive them. We will allocate places up to the school's admission number. If we receive several applications on the same day for the same school, we will use the scheme of priorities given in 3.1.1 and 3.1.2 above.
- 5.3 Parents will be notified in writing by the Children and Young People's Department. The letter will also inform the parent of their legal right to appeal for any Wirral school and who to contact to make an appeal. Parents should, where possible, lodge an appeal within 20 days of receipt of notification of the outcome of their application.
- 5.4 Applications for Catholic or Church of England Aided Primary Schools and the Academy received after the published deadline of 15th January will be determined by reference to the schools' published admission arrangements and the governors will inform the Children and Young People's Department of the outcome of the applications. Parents will be notified in writing by the Children and Young People's Department. The letter will also inform the parent of their legal right to appeal and who to contact to make an appeal. Parents should, where possible, lodge an appeal within 20 days of receipt of notification of the outcome of their application.
- 5.5 Parents and carers must accept or decline the offer of a late place within 10 working days of the offer date.

6.0 Waiting Lists

- 6.1 If at the end of the Summer Term a school is believed to be full, the Authority will close the procedures and make no more reallocations. However, it may be that places will become available at the beginning of or during the Autumn Term. The Authority will keep a waiting list of children whose parents are interested in obtaining a place at the school if a place becomes available. The Authority will write to the parents of those children included in paragraph 4.3 who have expressed a continuing interest. This waiting list will be held open during the Autumn Term. Priority on the waiting list for community and controlled schools will be given to children in accordance with the criteria given in paragraphs 3.1.1 and 3.1.2. Each added child

requires the waiting list to be ranked again in line with the published admission criteria.

- 6.2 The Authority will contact parents directly if a vacancy does occur. Schools must not notify parents that a place has become available but must inform the Authority in order that an offer can be made by the home Authority. The Authority will cease to hold the Foundation 2 waiting list at the end of the Autumn Term.

7.0 In Year applications outside the normal round of admissions

- 7.1 'In year' applications are those made during the school year into any year group, other than at the normal point of entry (i.e. the normal admission round). This will include applications from parents and carers of children moving into the authority from another authority's area, moving within the authority, or seeking to transfer to an alternative school for other reasons.
- 7.2 Applications for all schools including Academy and Voluntary Aided schools must be made on a common Primary School Transfer Form. Parents/carers seeking places 'in year' will be advised to complete their 'home' local authority's common application form stating up to three school preferences ranked in priority order.
- 7.3 Schools should not deal with transfer application forms. Any forms received by schools should be forwarded to the Mainstream Admissions team in the Children and Young People's Department.
- 7.4 Upon receipt of a transfer request Mainstream Admissions staff will establish whether or not the parent has discussed the request with the headteacher of the pupil's current school. If this is not the case, parents will be advised to contact the headteacher to discuss their request.
- 7.5 If the parents have discussed the request with the headteacher the transfer request form will be acknowledged and parents informed that Pupil Services will request completion of appropriate documentation to forward to their preferred school. Requests for transfer in Y6 other than moves from outside Wirral will be discouraged on educational grounds, but parents have the ultimate right to proceed with the request.
- 7.6 We arrange for children in Years 1 and 2 to start at a community or voluntary controlled primary school in a similar way as Foundation 2 (Reception) age children. The appropriate year group is determined by the chronological age of the child.

Key Stage 1 - We will offer children places at their catchment school as long as this will not bring the class size to more than 30 and if we cannot offer an alternative school place within two miles of the parents home address.

We will agree a place in an out-of-zone school as long as:

- i) there is room within the admission number; and
- ii) there are not already 30 children in the class.

Where a school, which is below its admission number, has organised its Key Stage 1 into classes of 30 and the only way to admit another child would require the Authority to take Qualifying Measures (that is, it would require the Authority to provide additional resources in terms of staff and accommodation at the school), these are grounds on which the Authority may refuse an application.

Key Stage 2 – Children are automatically entitled to a place at their catchment school even though the school may be on or above its admission number.

We will agree a place in an out-of-zone school as long as there is room within the admission number.

7.7 **Infant Class Size limit exceptions**

There are a limited number of exceptions to the Infant Class Size limit of 30. These children remain an excepted pupil for the time they are in an infant class, or until the class numbers fall back to the infant class size limit. They are:

- Children with statements of special educational need (SEN) admitted outside the normal admission round
- Looked after children and previously looked after children
- Children admitted because of a procedural error made by any admission authority in the original application process
- Children admitted following an appeal upheld by an independent appeals panel
- Children who move into a catchment area outside the normal admission round for whom there is no other school place within a shortest walking distance of 2 miles

- Children of UK service personnel admitted outside the normal admission round
- Twins and children from multiple births when one of the siblings is the 30th child admitted
- Children with SEN who are normally taught in an SEN unit attached to the school or who are registered with a special school, but attend some infant classes within a mainstream school

7.8 **Children of UK service personnel.** Places for these children will be allocated in advance if accompanied by an official letter with a relocation date and Unit postal address or quartering area address.

7.9 **Overseas applications.** Parents who have already moved to the UK from overseas who are British or European Economic Area nationals, or who have an endorsed passport showing right of abode, can apply for places for their child at any school covered by this scheme. The Authority may ask to see passports for verification.

Parents or children in these categories who do not yet live in the UK can apply before the date they move to the UK. However, the address to be used in the allocation will be the address that the child is living at on the closing date, unless a subsequent house move has been accepted up to the last date for changes in the coordinated scheme. A UK address will only be used once the child is residing at that address, and evidence will be required of this, as in paragraph 1.10 of this document.

7.10 **Waiting Lists.** The Authority will not keep waiting lists for places in Year 1 and above. Parents may wish to contact schools directly to establish whether there is space in their child's year group prior to completing an in year transfer request form. The Authority will confirm the availability of a place with the school before issuing a formal offer of a place. Schools must not offer places to parents.

7.11 The Authority will provide Voluntary Aided Schools and the Academy with copies of those application forms which include a preference for their school.

7.12 The Governing Bodies of Voluntary Aided schools and the Academy will consider each application by applying the school's admission criteria and notify the Mainstream Admissions team of their decision within 5 days of receipt of the application.

- 7.13 Where a pupil is eligible to receive an offer of two or more school places then the parent's highest priority eligible preference will take precedence.
- 7.14 All parents will be informed by the Children and Young People's Department of the school place allocated by letter. The letter will also inform the parent of their legal right to appeal and who to contact to make an appeal. Parents should, wherever possible, make an appeal within 20 days of receipt of the letter notifying them of the outcome of their application.
- 7.15 If the relevant body is refusing admission the Local Authority will write to the parent advising them that the application has been refused and informing the parent of the legal right to appeal against the decision. Where a house move from outside the area or within Wirral is the reason for requesting an in year transfer and none of the preferred schools are able to offer a place, the Authority will, where possible, indicate on the refusal letter the nearest appropriate school with vacancies at the time of application, where "nearest" uses the shortest walking distance from the Authority's electronic Ordnance Survey address point based routing system. The letter will also inform the parent of their legal right to appeal and who to contact to make an appeal. Parents should, wherever possible, make an appeal within 20 days of receipt of the letter notifying them of the outcome of their application.

8.0 Pupils transferring from Infant to Junior Schools

- 8.1 All children who are on roll at one of the Infant Schools listed below at the time of transfer from Year 2 to Year 3 are eligible to transfer to the linked junior even if they do not live in the school's catchment area. Children who live in the catchment area of the Junior School are also eligible.

Black Horse Hill Infant School to Black Horse Hill Junior School

Brackenwood Infant School to Brackenwood Junior School

Greasby Infant School to Greasby Junior School

Overchurch Infant School to Overchurch Junior School

Town Lane Infant School to Higher Bebington Junior school

- 8.2 Admissions to St John's Junior School are detailed by the governing body in accordance with the school's admission arrangements.

9.0 The Fair Access Protocol

9.1 In view of the “Guidance on Hard to Place Children” (DfES 2004 and the subsequent Guidance on Fair Access Protocols 2007), there are a small group of pupils for whom the normal arrangements will be varied; admissions authorities will be expected to admit the following categories of pupils above the admission number. This must not, however, cause an infant class to exceed 30, except in the case of children in care. These are as follows:

- Children in care will be placed in the school of their carer’s preference irrespective of the availability of places in the year group. However, the Authority will give careful consideration to the reasons given in support of a preference and monitor the flow of such requests. These children can be admitted as excepted pupils in infant classes which would otherwise be subject to qualifying measures.
- Children who have recently experienced a traumatic family or domestic event or for whom there are clear medical grounds to support placement in a particular secondary school.
- Children of refugees and asylum seekers, homeless children and children with unsupportive family backgrounds where a place has not been sought.
- Children without a school place and with a history of serious attendance problems.
- Traveller children.
- Children who are carers
- Children who have been out of education for two months or more
- Children from the criminal justice system or pupil referral units who are being reintegrated into mainstream education

Such cases will be discussed in detail with the headteacher concerned before placement is confirmed. Again such placements will be made above the published admission number if necessary.

9.2 **Permanent Exclusions.** For pupils who are at risk of permanent exclusion and on the roll of a Wirral school it is open to the headteacher to refer the child to Gilbrook Outreach Service.

- 9.3 Pupils who have been permanently excluded will be offered a place at another maintained primary school. Schools should contact the Exclusions Officer before the exclusion has taken place. The Exclusions Officer will consider whether the pupil can be transferred immediately to an alternative primary school. Such transfers will be agreed with the parent and relevant headteacher. All primary schools will take a minimum number of 1, or the number of permanent exclusions in the previous academic year, as the agreed quota of permanently excluded pupils for placement.
- 9.4 The transfer to a school will be decided at the Wirral Excluded Pupils Monitoring Panel (WEMP) on which headteachers are represented. All such placements will be initially on a trial basis for a minimum of six weeks. Confirmation of placement or the school roll will be subject to satisfactory report.

Admissions Authorities in Wirral
Wirral Council
Community Primary Schools (60)
Voluntary Controlled Primary Schools (5)
The Governing Bodies of:
Academy Schools
Birkenhead High School Academy for Girls (Junior)
Church of England Aided Primary Schools
Christ Church (Moreton) CE Primary School
Dawpool CE Primary School
St Andrew's CE Primary School
St Peter's CE Primary School
St Saviour's CE Primary School
The Priory CE Primary School
Woodchurch CE Primary School
Catholic Aided Primary Schools
Christ The King Catholic Primary School
Holy Cross Catholic Primary School
Ladymount Catholic Primary School
Our Lady and St Edwards Catholic Primary School
Our Lady of Pity Catholic Primary School
Sacred Heart Catholic Primary School
St Alban's Catholic Primary School
St Anne's Catholic Primary School

St John's Catholic Infant School
St John's Catholic Junior School
St Joseph's (Birkenhead) Catholic Primary School
St Joseph's (Upton) Catholic Primary School
St Joseph's (Wallasey) Catholic Primary School
St Michael and All Angels Catholic Primary School
St Paul's Catholic Primary School
St Peter & St Paul Catholic Primary School
St Peter's Catholic Primary School
St Werburgh's Catholic Primary School
Joint Denominational Aided Primary Schools
Holy Spirit Catholic and CE Primary School

A full list and map is provided in the Authority's information booklets for parents, available on-line at www.wirral.gov.uk/schooladmissions

This page is intentionally left blank

**SCHEME FOR THE CO-ORDINATION OF ADMISSION
ARRANGEMENTS FOR MAINTAINED SECONDARY SCHOOLS
FOR THE ACADEMIC YEAR 2013-2014**

This scheme fulfils the requirements for a scheme for co-ordinating admission arrangements under the School Admission (Co-ordination of Admissions Arrangements) (England) Regulations 2008, made under the School Standards and Framework Act 1998, for the area of Wirral Council. It builds on the well-established coordination of secondary school admissions that have been a longstanding feature of local practice.

The scheme applied for admissions to secondary schools in the academic year 2013/14 and for subsequent years, subject to any review.

The co-ordinated scheme applies to all schools, excluding special schools, maintained by Wirral Council and to preferences expressed by Wirral resident parents and carers for schools maintained by other English local authorities, academies and free schools. Admissions to other schools with independent status are not be covered by this scheme.

1.0 Applications for school places for admission into Year 7 - the normal admission round

1.1 Wirral Authority will act as the co-ordinating authority for all applications. Offers will be made by Wirral Council, in its role as the home authority, on behalf of the admissions authority for the school allocated as follows:

Admissions Authority	Category of School
Wirral Council	All Wirral community schools
Governing body of school	All Voluntary Aided, Foundation, Trust and Academy schools
Maintaining Local Authority	Non-Wirral community and voluntary controlled schools

1.2 The admission arrangements for schools maintained by Wirral Council are published on the Council's website and in its information booklets, in line with the requirements set out in the School Admissions Code (2009). The Authority's information booklets

will be available electronically on the Council's website from 1 September. Hard copies will be available in primary schools, or will be obtainable by request from the Local Authority at the start of the autumn term. Admissions arrangements are also available from each school on request.

- 1.3 All parents who live in the area administered by Wirral Council must apply for places in maintained secondary schools either in Wirral or in the area of another local education authority by completing the Wirral Parental Preference Form. Paper forms will be generated and distributed by the Mainstream Admissions team of the Children & Young People's Department to the parents of Year 6 pupils in September. On-line applications are made through the Council's website.

The form provides an opportunity for the parent to:

- apply for up to 5 schools
- rank the schools applied for in order of preference

- 1.4 Applications for places sent direct by parents and carers to individual schools cannot be accepted and must be sent to the Local Authority for inclusion within these arrangements.

- 1.5 Preference forms should be returned to the Children and Young People's Department by 31st October to ensure the allocation of a school place on 1st March. Applications received after the published deadline of 31st October will be dealt with once the offer of places has been sent to parents on 1st March.

- 1.6 **Applications from separated parents.** We will accept only one application per child. It is essential that agreement is reached by the parents of a child as to the preferences for school places. If agreement cannot be reached, or if neither parent has been granted a Specific Issues Order in this respect, then we will accept the application from the parent with whom the child is "ordinarily resident".

- 1.7. **Changes of address.** Parents and carers must inform the Authority immediately of a change of address, even if details of a future change of residency were included on the application form. The Authority will require supporting evidence to show that the place of residency has changed; e.g. A letter from the solicitor confirming the completion date; A signed rental agreement showing the start of the tenancy and its duration. In addition the Local Authority may request further information – for example, copies of council tax and utility bills or any other information considered relevant to the application, including evidence of disposal of previous property. Information and supporting evidence must be received by 1st January. Proof of

residency received after 31st October will not be used to assign a higher criterion for admission, but will be used to send the decision letter on the published offer date.

2.0 Dealing with Applications

- 2.1 The Authority will, by applying the Council's admissions criteria, rank the order of priority of each application for community schools.
 - 2.2 The Authority will provide Academy, Foundation, Trust and Voluntary Aided Schools with details of applicants for their school by 22nd November. Details of preferences for a school place in the area of another Local Authority will be sent to that Authority along with any details and supporting evidence provided by the parent by 22 November.
 - 2.3 Preference ranking will not be shared with school admission authorities in accordance with paragraph 1.76 of the School Admissions Code 2009 as this cannot lawfully be used when applying oversubscription criteria.
 - 2.4 The Governing Bodies of Academy, Foundation, Trust and Voluntary Aided schools will rank each application by applying the school's admission criteria and are required to notify the Mainstream Admissions team of their ranking by 16th December.
 - 2.5 Where a pupil is eligible to receive an offer of two or more school places then the Authority will allocate the highest priority preference.
 - 2.6 The Mainstream Admissions team will notify the Governing Bodies of Wirral Academy, Foundation, Trust and Voluntary Aided schools of those pupils who will provisionally be allocated places at their school by 1st February.
 - 2.7 When the Authority receives from other Authorities details of their provisional allocation for Wirral children seeking places in schools maintained by them, the Authority will then offer the highest preference if they are eligible for more than one school.
 - 2.8 On 23rd February Wirral Authority will inform schools and neighbouring Authorities of the final allocations. Letters will be posted to parents by second class post on 1 March.
- ## **3.0 Determination of applications for Community schools**
- 3.1 Each secondary school has a published admission number. Places will be allocated up to but not beyond this number.
 - 3.2 All children who have applied before 31st October will be eligible for a place so long as there is space within the school's admission number. If there are more

applications than there are places available, then eligibility for community schools will be determined in accordance with the following scheme of priorities:

- (a) Children in care, and children who were in care but have been adopted or are subject to a residency order or special guardianship order (“previously in care”)
- (b) Pupils who have a medical reason for attending a particular school. A letter in support from a health care professional will be required as evidence.
- (c) Pupils who have a brother or sister of statutory school age (including half or step-brothers and sisters living in the same household) at the school when the pupil starts school. If there are more children with older brothers or sisters at the school than there are places available, we will give priority to children with the youngest brothers or sisters at the school.
- (d) Pupils who live nearest to the school. We measure distances from home to the school gate nearest to the child’s home using the shortest road route, unless it is possible to use a footpath which we consider to be a safe walking route, using the Authority’s electronic Ordnance Survey address point based routing system.

3.3 If places remain available at the school after all “on time” applicants have been allocated, places will then be allocated to late applications received after 31st October in date order of receipt up to the school’s admission number.

3.4 **Multiple births.** For community schools, where the final place in a year group is offered to one of twins (or triplets etc.) it will be our policy to admit the other twin too even if that means going above the admission number.

3.5 Applications for Academy, Foundation, Trust and Aided schools will be determined by the governing bodies of these schools in accordance with their published admission criteria.

3.6 **Mandatory Allocation.** Where it is not possible to allocate a place at any of the schools applied for, children resident in Wirral will be allocated a place at the nearest appropriate Wirral school where there are places available. “Appropriate “ means community school if the parents’ preferences indicate preferences for non-denominational education; or a Catholic school if the parents indicated a preference for education in a school of that denomination. The nearest school will be measured on shortest walking distance using the Authority’s electronic Ordnance Survey address point based routing system.

- 3.7 **Special Needs.** All schools will be required to admit a pupil with a Statement of Special Educational Needs naming the school.
- 4.0 Admission to Grammar Schools**
- 4.1 Admissions authorities for the grammar schools in Wirral will allocate places only to children who have achieved the required standard. If they are over subscribed with children who have achieved the standard, they will not be able to offer places to all; they will use other non-academic criteria to decide which children should be offered places.
- 4.2 **Request for Assessment.** Parents who wish their child to be assessed for grammar school education should inform the Children and Young People's Department by 7th May in Year 5 using the Request for Assessment form.
- 4.4 The Authority conducts the assessment arrangements for Calday Grange Grammar School, West Kirby Grammar School, Wirral Grammar School for Boys and Wirral Grammar School for Girls. All the grammar schools are Academy schools, they have criteria to determine which children will be given places if more children achieve the standard than there are places available.
- 4.5 The Authority will inform the governors of Upton Hall School and St. Anselm's College of the details of the children whose parents wish them to be assessed for a place at those schools; those children will be assessed by the schools themselves.
- 4.6 **The selection tests.** The assessment is based on the results of two verbal reasoning tests that pupils take in September of Year 6. The test does not take into account what pupils have learnt at primary school. They have been designed to predict a pupil's potential performance at secondary school and so preparation for the verbal reasoning tests is not necessary. However, we will provide a familiarisation pack by 31st May to help children prepare for the tests. Two practice tests will also take place in September of Year 6 prior to the real tests.
- So that children are not disadvantaged because of their date of birth, in each case the score is changed by using conversion tables to take account of each child's exact age in years and months. The two test scores are then added together. Children who reach the required score will be deemed to have reached the grammar school standard.
- 4.7 **Referral to Independent Assessment Board (IAB).** In October the Authority will tell primary school head teachers the scores of their pupils and the required score for the grammar school standard. The Authority will invite head teachers to make referrals to the IAB on behalf of any children whose test results do not, in their view,

reflect the children's potential. Since there is a strong relationship between verbal reasoning scores and potential, these cases will be quite rare.

In some cases parents may feel that certain factors may have affected the child's academic performance (for example, if his or her education has been severely disrupted because of ill health, change of schools, or any other reason). If this does apply, it is important that parents should inform their child's headteacher, in writing, no later than 30th September. If the child's case is referred to the IAB, the IAB will consider the written information. The Authority will also refer to the Board the cases of any pupils who have been given extra time in the tests because of a disability.

4.8 The Board will meet in October before results are sent out to parents, and is made up of four headteachers (two from primary schools, two from grammar schools) and is administered by an officer from the Children and Young People's Department. None of the Board will have any personal interest in any of the pupils they are asked to assess.

4.9 For each child whose case is referred, the Board will see:

- the child's verbal reasoning test scores and papers
- the representations made by the primary school head teacher with supporting evidence if necessary, and
- confidential information from parents and reports from other professional agencies such as educational psychologists, social workers, doctors and so on.

The Board then uses its professional judgement to decide whether the evidence clearly shows that the results of the verbal reasoning tests did not truly reflect the child's ability. The Board will decide in each case whether or not the child has reached the grammar school standard.

4.10 At the end of the process, the Authority will have a list of the children who have reached the grammar school standard. This does not necessarily mean that they will go to a grammar school; that will depend on the number of preferences that we have for the grammar schools. If a grammar school is oversubscribed, the governors use other criteria to decide who should be given places.

4.11 The Authority will send the outcome of the assessment tests and the IAB (where applicable) to parents by second class post by 21st October. Parents who have provided an e-mail address on their request for assessment form will receive their child's test results by e-mail.

5.0 Determination of applications for Foundation, Trust, Academy and Aided schools

- 5.1 The governing bodies of Foundation, Trust, Academy and Aided schools publish their own admission arrangements which include the criteria which they will use to determine priorities if their school is oversubscribed.
- 5.2 **Special Educational Needs.** All schools will be required to admit a pupil with a Statement of special educational needs naming the school.

6.0 Offer of Places

- 6.1 Parents resident in Wirral will be informed in writing by second class post by the Director of Children's Services on 1st March of the school allocated to their child.
- 6.2 Where online applications have been received, the parent or carer making the online application can log on to their online account on the published date to view the school place offered and can also request to receive their offer by e-mail.
- 6.3 This will include the allocation of a place in a school of another Authority if the parent's application for a place there has been successful. The letter and e-mail will also inform parents of their legal right to appeal to an independent panel and who to contact to make an appeal.
- 6.4 Parents should, wherever possible, submit an appeal within 20 days of receipt of the letter notifying them of the outcome of their application.

7.0 Late Applications

- 7.1 Preferences which are received on or after 1st November will be dealt with after places have been allocated on 1st March. At that point some schools may be full and no more places will be allocated at those schools. In the case of schools which have places available, places will be allocated up to the school's admission number in accordance with the arrangements described in paragraphs 3 and 5.
- 7.2 Late applications for grammar schools will require separate arrangements for testing.
- 7.3 Parents will be notified in writing by the Children and Young People's Department. The letter will also inform the parent of their legal right to appeal and who to contact to make an appeal. Parents should, wherever possible, submit an appeal within 20 days of receipt of the letter notifying them of the outcome of their application. Parents and carers must accept or decline the offer of a late place within 10 working days of the offer date.
- 7.4 If places become available before the start of the autumn term, the Authority will re-allocate them up to the school's admission number. If there are more children

interested in a particular school than places available, in the case of Community schools the Authority will use the same criteria to determine priorities as is used for the initial allocation. In most cases the re-allocation will be made depending on where the children live. If this is the case, the Authority will keep a list in order of those who will have priority because they live nearer the school in question.

7.5 If at the end of the Summer Term a school is believed to be full, the Authority will close the procedures and make no more reallocations. However, it may be that places will become available at the beginning of or during the Autumn Term. The Authority will keep a waiting list of children whose parents are interested in obtaining a place at the school if a place becomes available, following the same criteria as when places were first offered. The waiting list will be kept open until the last day of the autumn term.

8.0 **In Year applications outside the normal round of admissions**

8.1 'In year' applications are those made during the school year into any year group, other than at the normal point of entry (i.e. the normal admission round). This will include applications from parents and carers of children moving into the authority from another authority's area, moving within the authority, or seeking to transfer to an alternative school for other reasons.

8.2 Applications for all schools including Academy, Foundation, Trust and Voluntary Aided schools must be made on a common Secondary School Transfer Form. Parents/carers seeking places 'in year' will be advised to complete their 'home' local authority's common application form stating up to three school preferences ranked in priority order.

8.3 Schools should not deal with transfer application forms. Any forms received by schools should be forwarded to the Mainstream Admissions team in the Children and Young People's Department. The Authority coordinates all parental requests for in-year transfers and placements.

8.4 Upon receipt of a transfer request Mainstream Admissions staff will establish whether or not the parent has discussed the request with the headteacher of the pupil's current school. If this is not the case, parents will be advised to contact the headteacher to discuss their request.

8.5 If the parents have discussed the request with the headteacher the transfer request form will be acknowledged and parents informed that Pupil Services will request completion of appropriate documentation to forward to their preferred school.

Requests for transfer in Y10 and Y11 will be discouraged on educational grounds, but parents have the ultimate right to proceed with the request.

- 8.6 The Authority will request from the Headteacher of the child's current or previous school, information relating to the child's curriculum record, attendance and behaviour. This information will have no bearing on whether a place is offered. The headteacher of the school must sign the form and return it to Mainstream Admissions within 10 school days.
- 8.7 This information together with a copy of the parent's preference form and any relevant documentation from other agencies such as the Education Social Welfare Service, social worker, educational psychologists and so on, will then be forwarded to the Headteacher of the requested school(s).
- 8.8 The headteacher of the requested school should reply to the Authority within 5 school days, with comments expressing any reservations regarding admission of the pupil. The Authority will enter into discussion with the headteacher regarding any reservations. These discussions should be undertaken within 5 school days. Where it would be helpful, the Exclusions Officer or Managed Move Officer may facilitate meetings between the parents and the schools involved in order to resolve any difficulties.
- 8.9 For Community Schools the Authority will consider all available information and decide whether to agree or refuse the request within 10 school days of receipt of the application.
- 8.10 The Governing Bodies of Academy, Foundation, Trust and Voluntary Aided schools will notify the Mainstream Admissions team of their decision whether a place will be offered within 10 school days of receipt of the application.
- 8.11 If a parent expresses a preference for one or more of the grammar schools then their child will be assessed by the school or schools concerned and a decision made by the governing body as to whether to offer a place. The governing body will inform the Authority of the outcome of the application.
- 8.12 Where a pupil is eligible to receive an offer of two or more school places then the parent's highest eligible preference will take precedence. Headteachers will be informed of the decision.
- 8.13 All parents will be informed by the Children and Young People's Department of the school place allocated by letter and advised to contact the headteacher of the school to arrange admission. The letter will also inform the parent of their legal right to appeal and who to contact to make an appeal. Parents should, wherever possible,

make an appeal within 20 days of receipt of the letter notifying them of the outcome of their application.

8.14 In accordance with the School Admissions Code 2010 admission authorities must not refuse to admit a child solely because:

- (a) they have applied later than other applicants;
- (b) they are not of the faith of the school in the case of a faith school;
- (c) they have followed a different curriculum at their previous school;
- (d) information has not been received from their previous school;
- (e) they have missed entrance tests for selective places.

8.15 Where places are available in the relevant year group it is unlawful to refuse a parent's preference on the grounds of a pupil's previously poor attendance or behaviour. The Admissions Code of Practice 2010 restricts refusal of parental preference to those situations where schools are either in special measures or have recently come out of special measures.

8.16 If the request is refused headteachers are informed of the decision and parents are informed in writing and given details of their legal right to appeal. Parents should, wherever possible, make an appeal within 20 days of receipt of the letter notifying them of the outcome of their application. If a parent lodges an appeal, copies of the relevant documentation will be sent to the preferred school.

8.17 The time taken for a transfer request to be processed should be as short as possible. The Authority guarantees that parents will be informed of the outcome of their request within 15 school days.

8.18 **Children of UK service personnel.** Places for these children will be allocated in advance if accompanied by an official letter with a relocation date and Unit postal address or quartering area address.

8.19 **Overseas applications.** Parents who have already moved to the UK from overseas who are British or European Economic Area nationals, or who have an endorsed passport showing right of abode, can apply for places for their child at any school covered by this scheme. The Authority may ask to see passports for verification.

Parents or children in these categories who do not yet live in the UK can apply before the date they move to the UK. However, the address to be used in the allocation of a place will be the address that the child is living at on the closing date, unless a subsequent house move has been accepted up to the last date for changes in the

coordinated scheme. A UK address will only be used once the child is residing at that address, and evidence will be required of this, as in paragraph 1.7 of this document.

9.0 The Fair Access Protocol

9.1 All requests for in-year places will be considered with reference to the Authority's current admission arrangements and procedures for in year placements. The majority of requests will be agreed or refused with reference to two important factors: parental preference, and the availability of places within the relevant year group.

9.2 In view of the "Guidance on Hard to Place Children" (DfES 2004 and the subsequent Guidance on Fair Access Protocols 2007), there are a small group of pupils for whom the normal arrangements will be varied; admissions authorities will be expected to admit the following categories of pupils above the admission number. These are as follows:

- Children in care will be placed in the school of their carer's preference irrespective of the availability of places in the year group. However, the Authority will give careful consideration to the reasons given in support of a preference and monitor the flow of such requests.
- Children who have recently experienced a traumatic family or domestic event or for whom there are clear medical grounds to support placement in a particular secondary school.
- Children of refugees and asylum seekers, homeless children, children with unsupportive family backgrounds where a place has not been sought.
- Children without a school place and with a history of serious attendance problems.
- Traveller children.
- Children who are carers
- Children who have been out of education for two months or more
- Children from the criminal justice system or pupil referral units who are being reintegrated into mainstream education

Such cases will be discussed in detail with the headteacher concerned before placement is confirmed. Again such placements will be made above the published admission number if necessary.

9.3 **Permanent Exclusions.** For pupils who are at risk of permanent exclusion and on the roll of a Wirral school it is open to the headteacher to refer the case to

Exclusions Officer to consider the possibility of a managed move. The Managed Move protocol is covered by a separate document, available on request.

- 9.4 Pupils who have been permanently excluded will normally be placed on the roll of WASP (Wirral Alternative School Provision). In a minority of cases where the exclusion was as the result of a 'one off incident' such pupils will be transferred immediately to an alternative school. Such transfers will be agreed with the parent and relevant headteacher. All secondary schools will take a minimum number of 1, or the number of permanent exclusions in the previous academic year, as the agreed quota of permanently excluded pupils for placement.
- 9.5 The majority of such pupils will have spent some time in the relevant alternative base or Pupil Referral Unit. The transfer to a school will be decided at the Wirral Excluded Pupils Monitoring Panel (WEMP) on which headteachers are represented. All such placements will be initially on a trial basis for a minimum of six weeks. Confirmation of placement or the school roll will be subject to satisfactory report.

Admission Authorities in Wirral	
Wirral Council	
Community Secondary Schools (4)	
Mosslands School	
Pensby High School for Boys	
Pensby High School for Girls	
Wallasey School	
The Governing Bodies of:	
Academy Schools	
Birkenhead High School Academy for Girls (Senior)	
Caldy Grange Grammar School for Boys *	
Hilbre High School *	
Oldershaw School	
Prenton High School for Girls	
Ridgeway High School *	
St Anselm's College	
University Academy of Birkenhead	
Weatherhead High School for Girls *	
West Kirby Grammar School for Girls	
Wirral Grammar School for Boys	
Wirral Grammar School for Girls	
Woodchurch High School *	
Catholic Aided Schools	
St John Plessington Catholic College	
St Mary's Catholic College	
Upton Hall School FCJ	
Foundation Schools	
South Wirral High School	
Trust Schools	
Bebington High School Sports College	

* Status subject to confirmation.

A full list of schools and a map showing locations is provided in the Authority's information booklets for parents, available on-line at:

www.wirral.gov.uk/schooladmissions

The scheme will be amended if there are further changes to the status of schools.

This page is intentionally left blank

APPENDIX 3 PROPOSED ADMISSION NUMBERS FOR 2013-14

WIRRAL COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS

SCHOOL	ADMISSION NUMBER 2013 – 2014
Barnston Primary	45
Bedford Drive Primary	55
Bidston Avenue Primary	60
Black Horse Hill Infant	60
Black Horse Hill Junior	60
Bidston Village CE Primary School	50
Brackenwood Infant	60
Brackenwood Junior	60
Brookdale Primary	30
Brookhurst Primary	30
Castleway Primary	30
Cathcart Street Primary	30
Christchurch CE Primary (B)	34
Church Drive Primary	40
Devonshire Park Primary	60
Eastway Primary	36
Egremont Primary	60
Fender Primary	37
Gayton Primary	30
Greasby Infant	60
Greasby Junior	60
Great Meols Primary	60
Greenleas Primary	46
Grove Street Primary	55
Heswall Primary	30
Heygarth Primary	45
Higher Bebington Junior	85
Hillside Primary	30
Hoylake Holy Trinity CE Primary	42
Irby Primary	30
Kingsway Primary	25
Leasowe Primary	30
Lingham Primary	54
Liscard Primary	90
Manor Primary	30
Mendell Primary	30
Mersey Park Primary	60
Millfields Primary	30
Mount Primary	48
New Brighton Primary	78
Overchurch Infant	90
Overchurch Junior	94
Park Primary School	55
Pensby Primary	30

SCHOOL	ADMISSION NUMBER 2013 – 2014
Portland Primary	30
Poulton Lancelyn Primary	60
Prenton Primary	60
Raeburn Primary	55
Riverside Primary	43
Rock Ferry Primary	47
Sandbrook Primary	30
Somerville Primary	75
St. Bridget's CE Primary	60
St. George's Primary	110
Stanton Road Primary	45
Thingwall Primary	30
Thornton Hough Primary	23
Town Lane Infant	72
Townfield Primary	60
Well Lane Primary	30
West Kirby Primary	40
Woodchurch Road Primary	71
Woodlands Primary	44
Woodslee Primary	46

WIRRAL COMMUNITY SECONDARY SCHOOLS

SCHOOL	ADMISSION NUMBER 2013 – 2014
Mosslands School	258
Pensby High School for Boys	150
Pensby High School for Girls	150
Wallasey School	250

APPENDIX 4: Key Changes in the revised Draft Admissions Code
November 2011

Draft Admissions Code	Existing Code
Admission authority schools can increase their admission number by notification only, with no requirement to consult (1.3, 1.4). Objections to increases in admission number can be made by the Local Authority to the Adjudicator only if they believe the arrangement is unlawful, otherwise there is no route to object (3.2, 3.3)	Increasing admission number requires consultation with all admission authorities
LA no longer required to co-ordinate in-year admissions (p2.20). Parents applying for in-year places can apply directly to the school they are interested in, who must notify the LA of the application and its outcome	All in-year applications are made via the LA.
All schools allowed to give priority to children of school staff as an over-subscription criterion in skills shortage or with 2 or more years service (p1.39)	Schools can offer places to children of school staff to aid in recruitment in areas of skills shortages
Additional Infant Class Size limit exempt categories created: (p2.15) Children of military personnel Twins and multiple births	
Requirement to reduce to 30 in an Infant Class with Excepted pupils within 12 months is removed. (p2.15)	Excepted pupils may exceed 30 for 12 months – after this an additional teacher is required if class still over 30
LA no longer allowed to operate area-wide “lottery” method of allocation, although individual school admission authorities can do so (p1.34)	All admission authorities able to use lotteries to allocate places
Required to consult every 7 years. If changes are made must consult – although increasing the admission number does not constitute a change requiring consultation for admission authority schools. (p1.42)	Required to consult every 3 years, or in any year if any change is made including increasing the admission number
Academies and Free schools to be able to use deprivation (FSM) as an oversubscription criterion.(p1.9 footer ²⁷)	
Anyone can object on admissions arrangements to the Adjudicator with some exceptions to the type of objections allowed (p3.3). Deadline on objections on arrangements brought forward to 30 th June each year. (p3.5)	Prescribed list of objectors. Objections to be made by 31 st July.
<i>National Offer Day for primary schools from 2014/2015 (p2.23 of Nov draft Revised code only)</i>	<i>No national offer day</i>
Draft Appeals Code	Existing Code
Parents have 20 days to appeal against admissions decisions (p2.1)	Parents have 10 days to appeal.
“Venue must be appropriate, accessible to appellants, and have a suitable area for appellants and presenting officers to wait separately from the panel before and between appeals.” Schools not specifically barred (p2.13)	Neutral non-school venues must be used.
No maximum time for a panel member to sit on a school panel – “must remain independent for the duration of their service” (p1.6)	Panel members can sit on the same school panel for a maximum of three years
Appeal panel members must have up to date training (not defined) (p1.10)	Panel members must be retrained every two years, with annual updates

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	<i>FUNDING OF VOLUNTARY, COMMUNITY & FAITH SECTOR 2012/13</i>
WARD/S AFFECTED:	<i>ALL</i>
REPORT OF:	<i>HOWARD COOPER</i>
RESPONSIBLE PORTFOLIO HOLDER:	<i>COUNCILLOR ANNE MCARDLE</i>
KEY DECISION?	YES

1.0 EXECUTIVE SUMMARY

- 1.1 The subject of this report is the commitment which the Department of Adult Social Services has towards the voluntary, community and faith sector, in particular, the services which the Department recommends to be commissioned for 2012/13.
- 1.2 The report will set out the background to funding, the current funding arrangements, the issues for consideration and the recommendations for the future, 2013 and beyond.
- 1.3 The report also updates and changes the status of the contract for intermediate care provision provided by voluntary sector and independent sector providers.

2.0 BACKGROUND AND KEY ISSUES

2.1 Changes to the current contract for intermediate care provision

On 9 December 2010 cabinet approved a number of key changes to the provision of social care services in Wirral, including intermediate care.

The tender exercise identified 2 providers in Wirral: Hoylake Cottage, a charitable care home provider, and Grove House, an independent sector care home provider. In the last 8 months a programme of work has been undertaken to bring the new provision on stream and redesign care pathways to ensure best use of these facilities.

Further evaluation of intermediate care has confirmed the requirement that these contracts are let on a block contract basis. There are necessary reasons for this. The service has to be provided as a discreet rehabilitation unit with bespoke facilities to provide rehabilitation, and resources have to be planned accordingly. This includes the following: the deployment of a skilled care staff who will implement rehabilitation plans as part of a multi-disciplinary team; the siting of a dedicated health therapy team; the letting of an external contract to a general practice to support people in the facility on

a temporary basis through a period of recovery when they are placed outside their GP catchment area.

Such services could not be organised on an individual spot purchase basis. For this reason there is a requirement to confirm that these beds can be purchased through a block contract. In the design of this contract performance measures have been included, which will ensure maximum occupancy and efficiency.

2.2 There are several drivers for the need to examine the method by which the VCF services need to be commissioned and procured for the future.

- Many contracts with the sector are historical and have not been renewed for many years. They do not reflect the current agenda for personalisation, although many of the services can be easily adapted to meet the needs of personalisation.
- Increasing moves towards personalisation mean that, in some cases, large-scale block contracts will become increasingly outdated, as people will be using their personal budgets to purchase their own services.
- There is a need to secure a sound basis on which early intervention/open access services will be available to members of the public, as recommended by the task force on future arrangements for social care, and the public consultation in 2010.
- The sector needs to be seen as an integral point of the range of services on offer for the public/vulnerable people and the current system of grant-funding does not give this area sufficient emphasis.

2.3 The Department of Adult Social Services has a current commitment to the voluntary sector of £2,545,343. Services range from luncheon clubs through to advocacy information and advice, through to support services for people with substance misuse, through to day care for older people.

The largest single amount is £327,070 for substance misuse services, and the smallest is £344 for a social club for people with learning disabilities. There are 42 contracts in total, which are listed in Appendix 1.

2.4 Development work in this area has been in place for the past twelve months. Working alongside colleagues from the voluntary, community & faith sector and Corporate Services, a framework for commissioning has been developed; this was circulated by VCAW for comment by the sector. A copy of the framework is available in Appendix 2. It is now recommended that the framework be used for future commissioning decisions.

2.5 The Early Intervention Strategy, which was agreed by Cabinet in July 2010, used seven themes which mirrored the inverted triangle of care first introduced in "All our Tomorrows" in 2003. The seven themes follow the principle that, at every stage of the person's life, there is the possibility of making sure that they stay well, or if they have a long-term condition or

illness, that they do not deteriorate more quickly than they would have done if there had been no intervention. They also include the principle that people can be maintained in their home for as long as possible, including up to their death.

The seven themes are: Building Communities; Citizenship; Healthier Communities; Information and Advice; Practical Support; Enablement, and Maintaining Independence. These were used to map against all of the voluntary sector contracts.

For commissioning purposes, however, they have been brought together into four distinct blocks:

- Capacity Building, which helps groups and communities to organise for themselves. Examples include volunteer support and the Older People's Parliament.
- Information, Advice and Advocacy, which helps members of the public and families to have access to relevant information and support to make choices about care and support needs. Advocacy acts as a mediator and support to vulnerable people through complex care processes. Examples include the Wirral Society for Blind & Partially-sighted and Advocacy in Wirral.
- Open Access, which can be used by any person in the target group without needing a prior assessment of need. Examples include practical support services, such as Care Link, luncheon clubs and drop-in services, such as the MIND Fountain Club.
- Assessed Services cover the day services for older people, all of which need referrals from the Department in order to qualify. The Department does not provide any day services from its own resources.

The themes have been cross-referenced with each of the communities of need and interest with which the Department works, as follows (this is shown with an amount contracted for each group):

- Older People
- People with a learning disability
- People with mental health needs
- People with a physical disability (including visual and hearing impairment)
- Carers
- People from BME communities
- People with substance misuse problems
- LINKs

The table in Appendix 3 illustrates the amount allocated per area and by group.

2.6 The four themes were used as the basis for a series of workshops which took place in July 2011 with the sector. Each workshop established the

purpose of re-commissioning, the need to take account of the personalisation agenda and how current services could adapt to meet future methods of work.

The LINK service will evolve into Healthwatch by October 2012, and a separate transition board has been established to enable this.

A set of outcomes was also established in full partnership with the sector and these have been integrated into the service specifications for each area.

The outcomes for Assessed services are

- Positive social interaction.
- Involvement and participation in valued activities.
- A feeling of confidence that they will receive any necessary assistance in meeting their personal care and hygiene needs.
- Support to maintain their dignity and independence.
- Signposting to alternative resources, should it become obvious that their needs cannot be met within the service.
- Maintain or increase health and wellbeing.
- Will be kept safe.

The outcomes for Information, Advice & Advocacy are

- People able to make informed personal choices about how to help themselves or how to access support.
- People able to maintain or increase their dignity and independence.
- People able to maintain or improve or improve their health and wellbeing.
- People prevented or delayed from needing more intensive support or active service referrals.
- People accurately signposted or referred to and between services.
- People less socially isolated.
- People kept safe.

The outcomes for Open Access services are

Community Support

- The service maximises the capacity of people who use the service to remain independent in their own home.
- Social networks for people who use the service are maintained or developed.
- Reliance on statutory service provision is reduced.

Luncheon Clubs

- People who use the service are provided with regular, healthy, nutritious meals
- Social networks for people who use the service are maintained or developed.

Drop-ins

- Social networks for people who use the service are maintained or developed.
- People who use the service develop healthier lifestyle choices.

The outcomes for Capacity Building are:

- Reduce isolation by supporting people to become actively involved in their community.
- Add social value, such as developing the person's ability to participate in making decisions that affect them.
- Support and enable people to become involved with groups/activities in their community so that they are able to make a valid contribution to the community.
- Provide a variety of stepping stones which will enable people to participate more fully in society.
- Provide or support people to access volunteering opportunities for people to learn through experience.

The workshops were then followed up with a series of meetings at which service specifications were agreed. Full involvement was apparent and organisations which were unable to attend were circulated the information and invited to comment. Copies of the specifications are attached in Appendix 4.

The workshops were successful to the extent that many organisations expressed a wish to meet on a regular basis with the Department for further development.

- 2.7 In order to make sure that future commissioning arrangements are targeted to where they are most needed, demographic information was provided by the NHS Intelligence Unit. This shows, for example, the numbers of people who live alone, who are over the age of 65, who have caring responsibilities, who are claiming disability-related expenditure, and who identify as belonging to a particular ethnic minority.

This information is being used with the current providers to shape the target groups for their services. For example, practical support services, which target older people, will be directed to work in areas with the highest number of single older person households.

There is also clear information about communities which helps to understand the size of a particular population: for example, there are 5,045 people in Wirral registered as having hearing impairment or being deaf; of these, 3,105 are over 75 years old. Therefore, Merseyside Society for Deaf People will be directed to use resources specifically for this age group.

- 2.8 Some analysis has also been undertaken on the amount of departmental expenditure for a particular service user group, and the total of expenditure on the voluntary sector.

This helps to place the funding in context and to see the work of the sector as a contribution to the total amount of funding spent with a particular group. For example, the sector receives £339,320 for people with substance misuse problems, which covers all four themes, from capacity building to assessment. However, the total budget for departmental services is £180,000 for residential rehabilitation, making the total commitment to this community of £519,320 per year.

2.9 The Central Procurement Unit has given advice about the processes for future commissioning, and this must be put into context alongside the commissioning framework and the Compact. VCF organisations also contributed to this in the workshops.

- The process must be made as simple as possible so that smaller organisations are able to use it.
- Any existing documentation, such as the constitution and terms of reference, of which the Department or other local authority departments are in possession, should suffice for background. VCF organisations report that they submit this information each time they make a bid for funding, which is time consuming and expensive if hard copies are required.
- Contracts should be for the longest time possible without breaking any procurement regulations.

The Central Procurement Unit advises that a full procurement process will take up to nine months. Therefore, it will be necessary to use 2012/13 as a transitional year.

2.10 The new service specifications may be used for 2012/13 and negotiations with organisations have taken place to confirm that, should the contract be renewed, they will work with the new specifications. This will ensure that the future needs of the Department will be met and demographic needs can be reflected.

This approach will help local organisations to adapt to an outcome-focussed specification which will be routinely monitored and evaluated, and which clarifies the expectations of the Department.

For small organisations and services, the advice from Central Procurement is that putting such a service out to tender is not necessary. For others, in particular those which are worth in excess of £150,000 over the life of the contract, there must be a re-tender for 2013 and beyond.

2.11 For 2012/13, along with new service specifications, the assessed services will require a changed basis to their funding. At present, all day services for older people are procured using a block contract. However, there is little consistency between the rate paid per person, per day. This needs to be standardised. Further changes which will affect these services are the development of personal budgets, and some residential care homes offering a day service. This has been discussed with the current providers. The

block funding will not be fully replaced by spot purchasing immediately, but a step change over two years is recommended, so that a full accreditation of the day services in both the voluntary and private sector can be implemented.

2.12 **Next steps**

2.12.1 The table in Appendix 3 shows the current expenditure made by the Council in the voluntary sector, analysed by client group and by the four priority themes for commissioning. This has brought clarity to the situation and has enabled there to be a focus on outcomes.

2.12.2 The next steps in the process of commissioning for the future will involve a detailed consideration of how far this distribution of activity will meet future needs. The steps are as follows:

2.12.3 **1) Needs Analysis**

Each section of the matrix will be analysed to establish what level of need exists for each user group and theme. This will be done using:

- a) Intelligence from the Joint Strategic Needs Analysis (JSNA), jointly with the National Health Service
- b) Intelligence from Self Directed Assessments carried out jointly by service users and DASS staff
- c) Advice from representative groups of service users and carers
- d) Input from policy makers about priorities

2) Total Resource Analysis

Each section will be analysed to establish the total resource allocated to that user group and theme, not only through VCF sector commissioning, but also through directly-funded Council and NHS services. This will then be matched against the Needs Analysis described above to produce a “model distribution”.

3) Policy and Resource Changes

These two analyses will be considered in relation to future budget proposals. Members will be invited to consider investment decisions, for example where the VCF commissioning budget line could be increased or reduced against these analyses. Members will also be invited to consider what is the appropriate balance between services commissioned from the VCF sector and services delivered directly.

4) Outcome-based Commissioning

All services covered by the matrix in every section will then be commissioned on the basis of outcomes for users. This will be done both for those commissioned from the VCF sector, the independent sector and those delivered in-house. Services not meeting these priorities, or not

delivering positive outcomes, will be decommissioned, irrespective of the nature of the provider.

3.0 RELEVANT RISKS

- 3.1 The purpose of the work is to ensure that there is a voluntary, community and faith sector which is fit for the future, which reflects departmental priorities on early intervention and personalisation, and which is seen as an integral part of the work of the department.
- 3.2 There may be some risks associated with organisations and services which cannot meet the demands required for future priorities. There is no early indication of this, although regular contract monitoring may demonstrate shortfalls.
- 3.3 Depending on the contracts which need to go to full tender, there may be a risk of new providers entering the market and local providers losing long-established contracts, unless the need for a local service is specified. In some instances, this will not be possible where there is only one local provider.
- 3.4 Standardisation of fees or grants paid, and the move away from block contracts could lead to a reduction of funding for some organisations.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 Consideration was given to a full tendering exercise for 2012/13 onwards. However, this would have only been possible if organisations were not fully included in the process of development.
- 4.2 Consideration has also been given to funding in partnership with other departments and agencies. National changes within NHS have meant that in the short term, this has not been possible. Work with other departments will be considered for 2013 onwards, in line with an Internal Audit carried out in early 2011, which listed all funding to voluntary organisations for every Council department.

5.0 CONSULTATION

- 5.1 Consultation has been offered to every service provider which receives funding from the Department.

Consultation has also been carried out with other Council departments and the NHS. VCAW have also been involved in this development.

6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 6.1 This work is concentrated on the VCF sector.

7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 7.1 The Department currently funds the VCF sector £2,545,342 for 2011/12. One organisation – Advocacy in Wirral, has given notice on one contract, for the Wirral Advocacy Partnership, of £30,725, which is no longer effective.

Other organisations may be affected by any changes to funding methods in 2012/13.

- 7.2 Responsibility for contracts monitoring and future commissioning is built into business plans and individual work plans for 2013 onwards.

8.0 LEGAL IMPLICATIONS

- 8.1 Any developments to the current arrangements must comply with contract law and procurement guidance.

9.0 EQUALITIES IMPLICATIONS

- 9.1 The services concentrate on older people, disabled people and minority ethnic communities. Any proposed development in 2012/13 for 2013 onwards will need to be subject to an Equality Impact Assessment and full consultation with the communities affected.

10.0 CARBON REDUCTION IMPLICATIONS

- 10.1 There are no carbon reduction implications.

11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

- 11.1 There are no planning implications. VCF organisations have a major role in maintaining community safety by promoting social inclusion.

12.0 RECOMMENDATION/S

- 12.1 Cabinet is recommended to:

- (i) Accept the VCF framework for commissioning.
- (ii) Complete the “needs analysis” described in 2.12.3 by 1 March 2012.
- (iii) Complete the “Total Resource Analysis” by 1 April 2012.
- (iv) Receive a further report early in the new municipal year based on analysis of the above findings.
- (v) Change the methodology used for funding older persons’ day services, towards accreditation and away from block funding.
- (vi) Use new service specifications for all services from 2012/13 onwards.
- (vii) Put all services worth in excess of £150,000 over the life of the contract out to tender for 2013 onwards.
- (viii) Agree the block contracts for intermediate care.

13.0 REASON/S FOR RECOMMENDATION/S

- 13.1 The recommendations are being made in order to clarify the funding and quality assurance arrangements for service which are currently commissioned by the Department.
- 13.2 The recommendations enable the Department to make more robust commissioning arrangements for the future, which reflect the move towards personalisation.
- 13.3 The recommendations enable the most effective delivery method for intermediate care.

REPORT AUTHOR: Maura Noone
Head of Integrated Communities & Wellbeing
telephone: (0151) 666 3639
email: mauranoone@wirral.gov.uk

APPENDICES

- Appendix 1: Grant Payments to Voluntary Organisations 2011-12
- Appendix 2: Voluntary, Community & Faith Sector Commissioning Framework, 18 November 2011
- Appendix 3: Voluntary Sector Expenditure Matrix
- Appendix 4: Service Specifications

REFERENCE MATERIAL

(Include background information referred to or relied upon when drafting this report, together with details of where the information can be found. There is no need to refer to publicly available material: e.g. Acts of Parliament or Government guidance.)

SUBJECT HISTORY (last 3 years)

Council Meeting	Date

NO INFLATIONARY INCREASE TO BE PAID FOR 11/12
Grant Payments to Voluntary Organisations 2011-12

Organisation	Activity
Arch Initiatives	Advocacy in Wirral
Advocacy in Wirral	Bridges
Advocacy in Wirral	Advocacy Service
Advocacy in Wirral	Core Costs
Age UK Wirral	Advocacy & Information
Age UK Wirral	Carer Support
Age UK Wirral	Day Centre
Age UK Bramwell	Day Centre
Age UK Devonshire Centre	Day Centre
Age UK Harvest Court	Luncheon Club
Bangladeshi Luncheon Club	Luncheon Club
Chinese Association	Day Centre
Community Involvement Group	Luncheon Club
Alpha RSL (prev Forward Road)	Day Centre
Headway, Wirral	Helplink Service
Helplink Community Transport	Day Centre
Hoylake Cottage Hospital	Luncheon Club
Leasowe Play, Youth & Community Assoc (Autumn)	Day Centre
Lonsdale Trust	Granville Court
Lonsdale Trust	Luncheon Club
Moreton Community Association	Tech & Support
MSDP	Equipment Service
MSDP	Luncheon Club
New Brighton Community Association	Outreach Worker
Phoenix House	Luncheon Club
Seacombe Community Association	Day Centre
PSS – Vincent Harkins Day Centre	Luncheon Club
Vale House	Carelink
VCAW (Previously Hoylake CVS)	Helping Hands
VCAW (Previously C Bed)	Link Funding
VCAW	Carers Advocacy
WIRED	Carers Support Service
WIRED	Direct Payments
WIRED/Direct Payment	Advocacy
WIRED/PD Advocacy	IMCA Service
WIRED	Luncheon Club
Wirral African & Caribbean Community Voice	Advocacy
Wirral Blind & Partially Sighted	LD Advocacy
Wirral Mind	Volunteer Support
Wirral Mind	Fountain Club Drop-In
Wirral Mind Fountain Club	Asian Community Worker
Wirral Multicultural Organisation	
Paid by Invoices:	
Age UK Wirral	Older Peoples Parliament
Newton Village Hall	Helping Hand Club

This page is intentionally left blank

Voluntary, Community and Faith Sector Commissioning Framework

18 November 2011



1. Introduction and background

1.1 -The Cabinet Office in its paper Building the Big Society makes the following statement

We want to give citizens, communities and local government the power and information they need to come together, solve the problems they face and build the Britain they want. We want society – the families, networks, neighbourhoods and communities that form the fabric of so much of our everyday lives – to be bigger and stronger than ever before. Only when people and communities are given more power and take more responsibility can we achieve fairness and opportunity for all.

1.2 - Wirral Council understands that the voluntary, community and faith sector is central to the provision of services to vulnerable people which promote wellbeing; reduce the risk of deterioration to an individual and which helps to maintain independence at home. Within Wirral the sector has held this position for many years. As well as this Wirral Council are reviewing their existing Commissioning and procurement processes, of which this framework will be part, to ensure greater involvement of the Voluntary, Community and faith sector.

1.3 - Wirral Councils cabinet on 9th December 2010 recognised the role of the Voluntary, Faith and community Sectors and made the following resolution

Cabinet is aware that Voluntary, Community and Faith Sector Organisations already play a crucial role in enriching the lives of Wirral residents and therefore commits our Administration to supporting their continued development, ensuring that Wirral becomes a shining example of how a Council can work in close partnership with the sector in the future for the benefit of local people. Cabinet recognises that this commitment requires a new way of working and thinking and that it will be at the heart of all we do in the future.

1.4 - Wirral Borough Council signed up to a Compact (Community Pact) with the Voluntary and Community sector in May 2006 in order to define and strengthen relationships between the Statutory Sector and the Voluntary and Community Sectors for the benefit of Wirral people.

The Wirral Compact sets out:

- A shared vision and principles
- Commitments of principle for both the Council and the VCS
- The Council's commitment to respect the independence of the VCS
- Systems to help ensure that the agreement works

The Compact was developed by the Wirral Compact Working Group (WCWG), which included representatives from voluntary, community and statutory sector groups.

1.5 - Wirral Corporate Procurement (2010) strategy sets out the following principles for all procurement within the Council

- Transparency, openness and accountability
- Sustainable partnerships
- Contribution to the councils saving targets and maximising efficiencies
- Operating a mixed economy of service provision
- Realising Social, environmental and community benefits
- Providing equality of opportunity
- An efficient and effective procure to pay process
- Risks are identified and managed
- Consideration of the environment
- Procurement that is undertaken by informed, professional procurement staff

1.6 - The Commissioning and Procurement Sub Group of the Comprehensive Engagement Strategy has provided a vehicle to establish a set of principles by which the Voluntary sector services will be commissioned and to deliver this framework in which there is a clear rationale for the commissioning and procurement of voluntary sector services. The Commissioning and procurement sub-group is made up of senior representatives from several local authority departments, NHS Wirral and Voluntary and Community Action Wirral.

1.7 - Wirral Council is working towards an Outcome Based Commissioning framework as recommended in the Cabinet paper June 2nd 2011

2 Purpose of the commissioning Framework

2.1 - The council in its Cabinet meeting of 9th December 2010 discussed the outcomes of the Councils consultation "Wirral's future: Be a part of it and resolved that:-

"Cabinet agrees with all the task forces that if frontline services are to be sustainable for the future the way they are managed and delivered will have to change. Also there is an opportunity to procure a range of services more cost-effectively from the Voluntary Community and faith sectors. This will be subject to a robust performance management framework that will ensure the quality of outcomes for service users are maintained or improved. The council will provide support and help to enable the sector to develop and grow and to provide a seamless transition for service users and a fairer charging policy to protect the vulnerable.

The Chief Executive be instructed to ensure all necessary steps are to taken to enable contracts with the Voluntary, Community and faith groups and organisation , which are due to tend in March 2011 are

extended by three months to facilitate service continuity during a period of contract review “

2.2 - This framework is therefore being developed to support the Council resolution in respect of the contract review and commissioning of Voluntary, Community and Faith sector contracts in the longer term and the establishment of the robust performance management framework required.

2.3 - This framework is intended to be of advantage to both the Council in delivering its priorities and to the Voluntary, Community and Faith Sectors

2.4 - In addition the HM treasury cross cutting review of 2002 demonstrates that using Voluntary, Community and faith sector organisations to deliver services can be beneficial because they:-

- Have specialist knowledge, experience or skills
- Have particular ways of involving people in service delivery, whether as service users or self help/ autonomous groups
- Are independent from existing and past structures / models of service
- Have access to the wider community (without institutional baggage)
- Are flexible and free from institutional pressures
- Are responsive services which are user centred.

This framework is therefore designed to provide an accessible, equitable and transparent process for commissioning from the voluntary, community and faith sector and which allows the sector to demonstrate their potential to provide high quality, value for money services to the citizens of Wirral. Commissioning from the third sector can also provide added social, economic and environmental benefits that promotes public policy and well being

2.5 - This framework will help to develop and maintain effective procedures, resulting in sound funding decisions that support well delivered, quality services, activities and programmes.

2.6 -The framework applies to all Council Departments and to its corporate functions. The framework also applies across the range of organisations in the sector.

2.7 - The framework covers all the funding the Council provides to the VCS. It also covers funding channelled through partnership-based programmes where the Council is the lead agency or accountable body.

2.8 - For the purposes of this framework the following Definitions apply:-

Voluntary, Community and Faith Sectors – *This includes charities voluntary organisations, community groups, faith groups engaged in voluntary social action, not for profit organisations, community interest companies, User led organisations and social enterprises,*

Commissioning – *Securing the services that most appropriately address the needs and wishes of the individual service user, making use of market intelligence and research, planning accordingly. (Definition from the Institute of Commissioning Professionals)*

Procurement – *the specific aspects of the commissioning cycle that focus on the process of buying services (Partnerships in public services. An action plan for Third sector Involvement)*

Outcomes- *Outcomes are defined as ‘changes, benefits, learning or other effects that service users experience as a result of services provided, (Charities evaluation services).*

Outcome based commissioning - *outcome based contracting as ‘shift the focus from activities to results, from how a programme operates to the good it accomplishes.’ This is a move towards allowing service providers to deliver services in a less prescriptive, flexible manner providing they achieve the needed outcomes for individuals or communities.*

2.9 - Eight principles of Commissioning and Procurement for Wirral were established by the Comprehensive Engagement Strategy sub group and agreed at the Local Strategic Partnership Assembly on 6th October 2010

- Understanding the needs of users and other communities by ensuring that alongside other consultees, we engage with the third sector organisations, as advocates to access their specialist knowledge, and involve the third sector in setting priority outcomes for users
- Ensures that outcomes for users at the heart of the strategic planning process, which includes capacity building for provider and communities where appropriate.
- Mapping the fullest practical range of providers with a view to understanding the contribution they could make to delivering those outcomes.
- Ensuring contracting processes are transparent fair and streamlined, facilitating the involvement of the broadest range of suppliers, including considering sub contracting and consortia building where appropriate
- Ensuring long term contracts where possible, as ways of achieving efficiency and effectiveness and
- Seeking feedback from service users, communities and providers in order to review the effectiveness and impact of the commissioning process in meeting local needs.

- Priority will be given within the procurement process to organisations and services which can demonstrate added social value
- Developing innovative approaches to commissioning and procurement, including pooling of resources.

2.10 -The Council will work with the Voluntary Community and Faith Sector to ensure that every funded organisation has an appropriate 'exit strategy' in the event that a particular source of funding should cease in order to plan in good time for different situations to reduce any potential negative impact on both beneficiaries and the organisation if/when funding ends

2.11 – Once it is determined that a service is to be contracted out, take steps to determine the relevance of equality matters to the service to be delivered. Then decide, to what extent, if any relevant equality matters should be incorporated into the various stages of the procurement process taking into account proportionality.

3 Scope and reach of the Framework

3.1 - This framework has been designed to apply to the commissioning of Wirral Council Services that have been identified as currently being provided by or potentially suitable for delivery by the Voluntary, Community and Faith sector.

3.2 - This Framework sits alongside the corporate plan and Wirral Council's Procurement Strategy.

3.3 - The Framework should be seen as an enabling mechanism to enhance the relationship between the Council and the VCS. The Guidance covers the Council corporately and each of its Departments.

3.4 All commissioning should be considered with reference to the Joint Strategic Needs Analysis (JSNA)

4. Wirral's Joint Strategic Needs Assessment (JSNA)

4.1 The Local Government and Public Involvement in Health Act (2007) placed a duty on all local authorities and Primary Care Trusts (PCTs) to undertake a Joint Strategic Needs Assessment (JSNA).

[The Big Picture: Health & Wellbeing in Wirral'](#),

Is the name for Wirral's Joint Strategic Needs Assessment.

4.2 What is Joint Strategic Needs Assessment (JSNA)?

The definition from the [Department of Health's](#) JSNA Guidance is, "Joint Strategic Needs Assessment describes a process that identifies current and

future health and wellbeing needs in light of existing services and informs future service planning taking into account evidence of effectiveness. Joint Strategic Needs Assessment identifies 'the big picture', in terms of the health and [wellbeing](#) needs and inequalities of a local population."

4.3 Why have we produced a Joint Strategic Needs Assessment (JSNA)?

The JSNA will therefore inform future service planning and inform the commissioning process and local partnerships must set out explicitly how they are going to prioritise based on the information contained within the JSNA.

4.5 Why is our Joint Strategic Needs Assessment (JSNA) important for Commissioning?

The JSNA is an important starting point when considering what services should be commissioned in Wirral. It is an evidence based approach to demonstrating the need for the provision of services to improve the health and wellbeing of the people of Wirral and to narrow the gaps where there are health and/or service inequalities.

5. Use of this framework

5.1 - This framework will apply to contracts and grants, as commissioning needs to be proportionate to the size of the grant or contract. The main areas where a grant will apply, rather than a contract will be:-

- To support and develop new and emerging areas of service
- Fund certain niche and specialist providers
- Fund certain community run projects and activities.

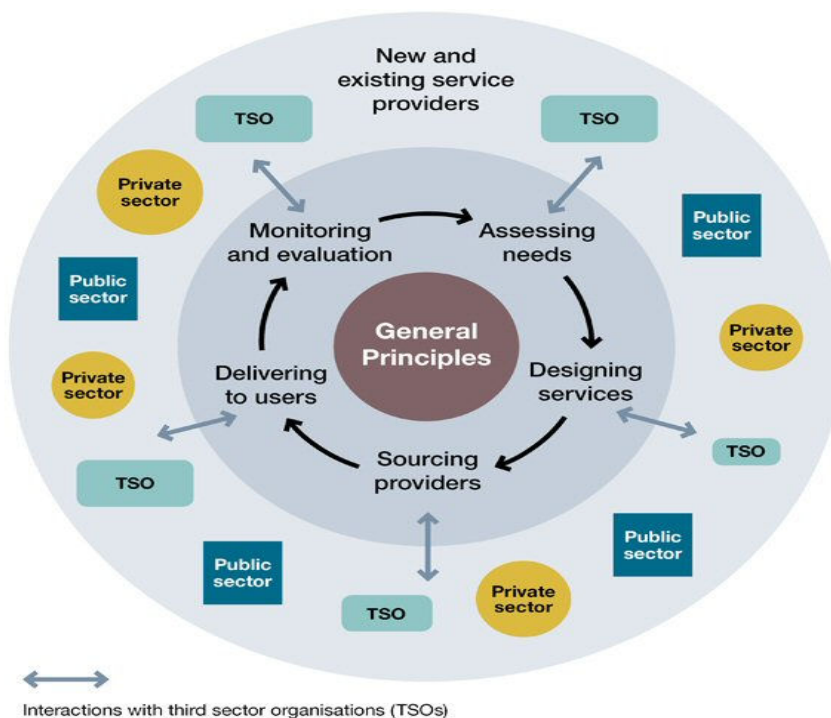
5.2 - The commissioning model options for this framework are:-

- Procurement The rules for using procurement are that -a function of the public body is to be outsourced and that the money is available in a suitable block relative to the goods or service that to be bought
- Competitive grant - A grant is a useful way for a public body to fund a voluntary community or faith sector organisation for an activity that is in line with one or more of the public body's objectives. In this instance there will be an open or limited competition for the grant. The process will proportionate to the value of the grant.
- Allocated Grant -As above but no competition as targeting a grant towards an organisation that is uniquely placed to deliver the required outcomes
- Investment in Capacity – Contracts that provide for an element of capacity building within the delivery organisation. This would help to support the development of the market.

- Direct payments / Personal Budgets. Where people who use services and / or their carers make a decision to purchase a service from a provider (usually from an approved list) directly
- Joint funding with other public bodies. Where funds are pooled often to provide economies of scale especially in the management and administration of the money. Equally this approach can be appealing to Voluntary, Community and Faith sectors due to the higher costs of working with multiple funding streams and management requirements.

The Council will enter into a formal commissioning process using one of the models above. This will be done in accordance with the Council’s Financial Regulations and Standing Orders. The public bodies will agree a lead Commissioner and contracting organisation.

5.3 - A model for the commissioning environment, process and interaction with third sector organisations as developed by the National Audit Office is shown below



http://www.nao.org.uk/help_for_public_services/third_sector/successful_commissioning/toolkit_home/introduction/nao_model_of_commissioning_and.aspx

6. Process for Commissioning with Voluntary Community and Faith Sector

6.1 - For the purposes of this document Wirral Council has divided the commissioning process into 4 stages. This is in line with the National Compact Commissioning Guidance for commissioning the Voluntary,

Community and Faith Sectors (VCF) and will be familiar to most commissioners that already commission services. The four stages include: **Analysis** and identification of need, **planning** a service to meet the need, **sourcing** a provider to deliver that service, and **monitoring** the delivery of that service against agreed outcomes, evaluating the service and re-assessing the need

6.2 Stage 1 Analysis.

Effective analysis is important as it creates a solid basis for the commissioning. This should provide a robust understanding of the needs of service users' highlights where resources should be directed and defines those outcomes that need to be delivered.

Engaging with a wide range of stakeholders including people who use services, carers, advocates, communities of interest, voluntary, community, faith sectors, and other stakeholders including front line staff is an essential part of the analysis. It increases the opportunity to find the most appropriate provider to deliver a responsive, effective and outcome focussed service. The success of the services delivered will be dependant on how effective the analysis is undertaken. This can be undertaken by running information sessions/workshops or meet the commissioner sessions.

To develop an effective Voluntary Community and Faith commissioning framework is important to engage with the sector at this first stage of commissioning allowing sufficient time for them to respond. Voluntary Community and Faith organisations can often operate with a small amount of paid staff and several volunteers, and freeing up time to take part in consultations and meetings additional to the running of their organisations can take careful planning of their resources In terms of staff time.

It is also beneficial for commissioners to work with infrastructure support organisations such as Voluntary Community Action Wirral (VCAW) to provide support or capacity building to Voluntary Community Faith organisations to enable them to effectively participate in the analysis phase. Making use of VCF provider directories is a useful way of contacting the sector and gaining knowledge of the size of the market

If as a result of the analysis the service no longer meets the required outcomes and is to be decommissioned the Voluntary Community and Faith organisations need to be given 3 months notice in writing stating the rationale for the decision.

The outcome of the analysis will be:-

- Understanding and evidencing the needs of service users
- Identifying unmet needs
- Understanding and mapping who delivers services

- Identifying gaps in service provision and considering how these gaps can be addressed
- Being clear and defining the outcomes to be delivered.

In some instances this analysis may have been completed in advance through the development of a strategy e.g. Wirral Adult Social Services Advice, information and advocacy strategy. Where this is not in place then the Service Analysis document will need to be completed prior to the next stage.

Part of the analysis, prior to the final decisions on commissioning being made, should include the completion of an Initial Equality Impact Assessment on the Commissioning of the Service.

6.3 Stage 2 -Planning

Effective planning is important as it allows commissioners to secure the most appropriate provider to deliver those outcomes identified at the analysis stage. The approach taken by the commissioner to fund a service is dependent upon the outcomes identified and the objectives of the commissioning body. The needs of all protected groups will be integral to the commissioning and procurement process.

The appropriate funding and commissioning approach will be decided at this point e.g. grant funded or competitive tendering. The effective planning will allow the management of risk of service delivery failure, by creating the right conditions for providers to focus on delivering outcomes.

Processes should not create bureaucratic barriers and discourage competent providers from applying. The engagement of the sector will be the responsibility of the lead commissioner for the service.

Planning is divided into four sub sections: *designing the service, knowing the market, commissioning approach, shaping the detail.*

7 - Designing the service

7.1 - To ensure a joined up approach with the VCF sector in achieving desired outcomes relationships need to be developed and encouraged to grow, developing a culture of mutual trust between the sectors. Consulting with VCF organisations that have local knowledge and expertise can enable the formation of new solutions to service delivery that meets the outcomes needed.

7.2 - VCF sector involvement will increase the likelihood of the views and needs of vulnerable or disadvantaged being heard and incorporated into service planning.

8 - Knowing the market

8.1 - Commissioners should know their markets to enable them to encourage as many high quality VCF organisations to bid for contracts as possible. Understanding the market can be improved by working closely with the infrastructure support organisations, such as VCAW that hold information and databases of VCF organisations.

8.2 - Making information available at the earliest possible time is recommended when communicating with VCF organisations to allow for the widest range of service providers to respond.

9 - Commissioning approach

9.1 - There are different ways of commissioning services, one off pieces of work or projects, the approach will be determined by the outcomes that are to be achieved using one or a combination of approaches including: **Procuring by contracting with VCF**, **investing to build capacity for future benefit**, for example infrastructure bodies providing training to VCF organisations and **giving by providing grants that contribute to the goals of VCF organisations to enable them to progress**.

10 - Factors influencing the approach

10.1 - Commissioning models will include:

- Open competitive tendering
- Spot Purchasing
- Invitations to tender
- Approved provider list
- Partnership Commissioning
- Developmental Commissioning
- Supporting Consortium building

The size of the contract and the level of risk should influence the approach; if, for example the contract is of low value, or very specialised with limited providers then a grant may be more appropriate.

Take into account the impact of the approach that is used on smaller VCF organisations.

11 - Shaping the detail

11.1 – Social value should be an integral part of Commissioning and should demonstrate the positive and negative impact and how this can be tackled. At the end of Contracts social value should be captured but the outcomes should

not be the baseline for further commissioning i.e. achieving more for the same money.

<http://democracy.wirral.gov.uk/mgChooseDocPack.aspx?ID=3062>

11.2 - Engage VCF organisations in the design of the service to be delivered; this is possible without contravening procurement law. However it must be ensured that all potential providers are treated equitably. This is possible by inviting private and public sectors to get involved in the analysis and planning stages of the commissioning process.

11.3 - Make use of VCF organisations as consultants during the design phases; conflict of interest can be avoided by carefully setting the consultancy specification so that VCF consultants are not involved in writing service specifications if they were to bid for the service to be provided.

11.4 - It is recommended that service users are engaged in the design of services to be commissioned.

12 - Specifications

12.1 - Ensure that they are clear but not overly prescriptive, focus on the outcomes to be achieved. Do not take a 'one size fits all' approach as it may discourage service providers from demonstrating the extent of their skills and abilities to deliver the service; flexibility and personalisation should be accommodated within the specification. A clear specification will enable VCF organisations and other providers to determine if they have the necessary capacity skills experience and resources to deliver the contract, thereby minimising risks.

Specifications ideally should ask providers to demonstrate local knowledge and understanding of needs; this should be evidenced in a way to demonstrate genuine links to local needs, not simply demonstrating that they have an office located in the service delivery area.

12.2 - Specifications should demonstrate the *Added Value* of the VCF sector delivering relevant contracts. This can be demonstrated in assessment criteria and the contract and fits with Compact (see Compact website) and Procurement Law 2006 regulations. The 'best value' regulations allow social and environmental factors to be a part of the assessment criteria.

12.3 - Adding a 'social clause' into the contract will provide added social value through fulfilling social, environmental or economic aims and allows the commissioners to achieve broader outcomes than just project deliverables. This may increase the opportunities for VCF sector organisations to demonstrate their ability to add value without preventing other types of providers from bidding.

12.4 - Value for Money (VFM) should be considered in all contracts. Government policy states that this does not necessarily mean choosing the cheapest price. The Office of Government Commerce (2008) promotes 'Buy and make a difference' as a good source of information for commissioner in considering social value in contracts. By adding social considerations into specifications where they are directly relevant to the subject matter of the contract, additional benefits can be realised.

12.5 – Where relevant and proportionate it may be useful for the specification to set out what equality outcomes the contractor is to achieve e.g. how the goods, services or works that are being provided will meet the needs of protected groups, or how take up will be increased for groups that may face barriers in accessing the service. The Contractor should be required to monitor and report on these outcomes.

13 - Stage three Sourcing - Procurement

13.1 - Choosing the most appropriate provider to deliver the required outcomes is vital; it will mean that individuals and local communities receive the most appropriate services and enjoy the greatest impact.

13.2 - This document should be read alongside Wirral Council's Procurement strategy. All commissioning must comply with the Council's Financial Regulations and standing Orders in relation to contracts, including the Contract procedure rules. Further information and advice is available from Wirral Council's Corporate Procurement team and on Wirral Council's website at

www.wirral.gov.uk/my-services/business/tenders-and-contracts/how-do-business-wirral-council

This framework provides guidance on how to make the contracting process more accessible to the VCF sector.

13.3 - The application of the principles outlined in the planning section help to create the right environment to source the most appropriate provider to deliver the outcomes. The decision process as to who delivers the service needs to be open and transparent and awarded on the basis of value for money.

The sourcing phase can be divided into seven sections: *Procurement options, Procurement timescales, Pre-qualification stage, Invitation to tender, contract and payment terms, tender evaluation, awarding the contract.*

14 - Procurement options

14.1 - The process undertaken to shape a contract and the tendering process can strongly influence whether VCF organisations are able to compete for contracts.

To make the process more accessible it is recommended that Procurement staff encourage the involvement of potential VCF sector providers. Allowing for a mix of providers to deliver a contract rather than one large provider as well as encouraging consortia bids can enable more VCF sector organisations to bid.

14.2 - Consortia bids can often deliver greater outcomes than just having one provider and bring together organisations with different but complementary skills. This approach requires additional time for VCF organisations to form consortia and needs to be reflected in the procurement timescales.

14.3 - Consider the length of contracts a minimum of three years is recommended wherever possible. VCF organisations do not always have the resources to allocate to continual bidding; doing so can stop the organisation for progressing and becoming sustainable.

14.4 - To reduce the administrative process council can operate a 'preferred provider' approach, introducing an accreditation system that is clear and transparent to enable VCF organisations to demonstrate they fit to deliver services.

14.5 - Review tender thresholds as they may impact on the ability of small and inexperienced VCF organisations to bid, in particular if a 'Part B Service' is to be commissioned and where full European Union tendering process is not mandatory. Part B services include health and social services, education and vocational health services, recreational, cultural and sporting services and are not always subject to European Union regulations. Information can be sourced from Pathways through the Maze guidance (2009) on Procurement Law.

15 - Procurement Timescales

15.1 - Procurers need to allow sufficient time for some VCF sector organisations to bid for contracts, especially the larger contracts that are subject to EU rules. A short lead in time for smaller contracts can also prevent VCF organisations from bidding: the timescales should be Compact compliant.

16 - Pre-qualification stage

16.1 - The pre-qualification process will impact on the extent to which VCF sector organisations, especially smaller organisations engage in tendering for contracts. It is essential that the pre-qualification process criteria are proportionate to the value of the contract and the level of risk involved.

16.2 - Flexibility about the level of financial information required is needed. The Office of Government Commerce states that accounts should only be requested for two years or dependant on the size of the contract other evidence to demonstrate financial stability for example financial projections.

16.3 - The lack of track records or externally validated quality systems can discourage VCF organisations from bidding as they can be costly to obtain. Dependant on the complexity of the service being delivered or the size of the contract and subsequent risk less complex quality systems such as Practical Quality Assurance Systems for Small Organisations (PQASSO) may be more appropriate quality systems for smaller organisations.

17 - Invitation to tender

17.1 - If a tendering process is too complex it may again discourage smaller VCF sector organisations from bidding. A way of countering this is to offer support in the form of capacity building including: understanding the tendering process and expectations. It is useful to work in collaboration with the infrastructure support organisation, which in Wirral is Voluntary Community Action Wirral (VCAW).

17.2 - Tender packs should be written in clear and concise language and should include the following: Background to the project/service requirement and desired outcomes, the organisations strategic objectives/priorities (including the organisations commitment to equality and their obligations under legislation), tender specification document allowing space for highlighting the added value of consortia partners, outline procurement process and timetable, scoring assessment criteria showing values against each question, clearly defined roles and responsibilities, clear contract management arrangements and named officer for queries.

17.3 - Risk should be discussed with VCF organisations to enable them to understand the size and nature of the risk involved in the contract. Providers of services will be responsible for the delivery of the outputs/outcomes and bears the risk of failing to deliver these. Agreement should be reached about demand for service and the VCF organisation should not be penalised for lack of demand, arrangements should also be reached about sharing or dealing with unexpected demand.

VCF organisations should be made aware of TUPE regulations and directed to the appropriate source for support if required.

18- Contract and Payments terms

18.1 - When agreeing the contract and payment terms there must be an awareness of the impact these could have on providers. It is important to ensure that the contract terms and conditions are proportionate to the scale and complexity of the contract. Accepting terms and conditions of some

larger contracts will result in the VCF organisation requiring external legal advice.

18.2 - The payment terms can impact on the cash flow of VCF sector organisations and some organisations may be put off from accepting contracts due to insufficient cash flow. Advance payments would be helpful in these situations or upfront payments for the purchase of the additional equipment required to deliver the contract. Payments regimes need to be flexible wherever possible to meet the cash flow needs of organisations.

18.3 - Ensuring that organisations are paid within 10 working days also enables VCF sector organisations to manage their cash flow more effectively and providing a named person to follow up on enquiries regarding payments.

18.4 – Contract conditions should include as a minimum

- Prohibiting the contractor from unlawfully discriminating under the Equality Act.0.
- Require them to take all reasonable steps to ensure that staff, suppliers and sub-contractors meet their obligation under the Equality Act.

19 - Tender Evaluation

19.1 - When evaluating tenders it is recommended that there is sensitivity to those areas that the VCF sector can add value. Criteria and weightings should be developed to measure the best bidder able to deliver the value for money required from the contract.

19.2 - To ensure that the added value contributed by the VCF sector is taken into account this needs to be detailed in the specification and reflected in the evaluation criteria and given appropriate weighting/scoring so that they can be properly assessed. The evaluation panels need to have the right skills and experience to assess proposed service and ensure compliance with social impact criteria. Expertise on panels could be sourced from independent members of the VCF sector.

19.3 - A full cost recovery approach including relevant elements of overhead and administrative costs needs to be acknowledged in considering tenders for VCF organisations. This means that the direct cost of the service delivery and any overheads legitimately incurred in the support of the service are included. Ignoring these additional expenditures can result in VCF organisations subsidising public sector services and eroding charitable reserves. Some of the costs included in delivery may include: Premises, equipment, staff costs and human resources, finance and project management costs, support of membership structure, volunteer structures/trustees, monitoring and evaluation, quality assurance, travel and subsistence and training and supervision.

19.4 – When advertising the Contract – there is a need to set out how the ability to meet any relevant equality related matters will be assessed.

20 - Awarding the Contract

20.1 - Effectively tendering for contracts is a skill that VCF organisations have to varying degrees. Some are able to compete on a local regional and national level whilst others require substantial support. Providing feedback to both successful and unsuccessful organisations is a valuable part of the learning process and increases the likelihood of future successes.

20.2 - VCF organisations should be made aware that feedback is available and encouraged to access feedback. Providing feedback is a part of EU procurement directives and should be provided even when the tender is below EU threshold.

It is advisable to agree transition arrangements with new providers to enable them to get staff in place and factor this into any project timescale.

21 - Stage 4 Monitoring and Review

21.1 - Effective monitoring based on outcomes serves two purposes. Firstly it allows funders to obtain assurances that services are delivering value for money. Secondly, it provides information for both commissioners and providers to consider whether changes are required to improve service delivery.

21.2 - Proportionate reporting also allows third sector providers to focus resources on service delivery rather than bureaucracy. There is a need to clearly communicate with the provider in relation to service monitoring requirements that allows them to adequately prepare.

21.3 - The monitoring needs to be transparent and proportionate to the value of the tender or grant and must focus on the outcomes. Where appropriate people who use services and carers should be involved in monitoring and service review. Monitoring and Review incorporates two sub sections: *contract management and service evaluation*.

21.4 – There will be a need to review the contractors performance on any equality conditions in the contract. Prompt action is required for poor non performance on the equality requirements, as the Authority may be liable under the general equality duty.

22 - Contract Management

22.1 - Actively involving VCF sector organisations in developing and agreeing contract management arrangements can reduce misunderstandings on both sides and lead to increased efficiency and effectiveness of service delivery.

22.2 - Making the reporting requirements too complex or changing service requirements with little notice can lead to difficulty in terms providing information

required by commissioners. Commissioners' reluctance to communicate with VCF organisations can also lead difficulties in understanding what is required and therefore undue difficulty in implementing the required changes.

22.3 - Keeping the reporting mechanism simple, dependant on the complexity of the contract leads to better results. One option is to instigate a system where the report is by exception rather than everything that is happening. The National Audit Office provides guidance on monitoring in their intelligent monitoring guidance (2009).

22.4 - When a project is jointly commissioned it makes sense to have just one system or a standardised system where the information can be sent to both commissioners.

22.5 - Outcomes more than outputs are the focus of commissioning and need to be reflected in the monitoring information required. This allows the VCF organisation a greater degree of flexibility in how the contract is delivered. Several tools are available to measure outcomes, of which 'the outcomes star' developed by Triangle Consulting Limited is one. (www.outcomesstar.org.uk)

22.6 - In the case of the service not being deliverable organisations will need clear and straightforward guidance on how this may be achieved. There may need to be a degree of flexibility on the part of both the commissioner and the service provider in situations where it is possible for the provider to deliver the service more effectively than originally stated in the specification. Alternatively changing policy and need may require the commissioner to liaise with the provider to modify the service to better meet end user needs.

22.7 - Communication regarding performance of services is essential. VCF organisations need time to adjust to changes in service delivery requirements, sufficient notice if the contract is to be terminated and should have exit strategies in place.

23 - Service Evaluation and Feedback

23.1 - Assessing performance evaluating it against original objectives and identifying changes to inform future commissioning and outcomes is an essential part of the commissioning process. It is useful to actively involve VCF sector organisations in the evaluation process as they may have valuable insight into what works and why.

23.2 - VCF sector organisations should be encouraged to come forward with new ideas, providing they do not compromise their competitive position. Involving them in service reviews and future business planning cycles acknowledges the VCF sector as an important partner in the co-production, delivery and review of services.

23.3 – Eliciting the views of people who use services and their Carers is also an important part of the evaluation as it can inform future service delivery.

Feedback from people who use services (which will be anonymous) can assist in shaping service so that they can meet their needs more effectively.

24 - Support for the Voluntary, Community and faith sector

24.1 - This framework has been developed in partnership with the Voluntary Community Action Wirral and is in line with the Compact Commissioning Guidance. It will be agreed by the Commissioning and Procurement sub group of the Comprehensive Engagement Strategy.

24.2 - A named lead commissioner for each service will be identified who will be able to ensure that appropriate consultation and analysis has taken place where appropriate offer workshop / information days to ensure an understanding of the market place and appropriate Council procedures.

24.3 - Voluntary Community Action Wirral will provide ongoing support, advice and training to organisations within the sector to ensure they are best placed to apply for funding effectively from Wirral Council.

25 – Consultation Process

25.1 – The Voluntary Community & Faith sector have been consulted in the development of this framework. This has taken place through a number of ways; workshops, electronic versions have been disseminated across the VCF sector by VCAW and comments have been incorporated into the framework. The following organisations have been consulted (Karen's bit)

26 – Equality Impact Assessment

26.1 – This framework has been equality impact assessed and the following actions will be taken. The framework will be reviewed on a regular basis, it will form part of a corporate commissioning and procurement framework. As the council becomes aware of any additional protected groups the framework will be assessed to ensure that it still meets the needs of all groups.

This page is intentionally left blank

VOLUNTARY SECTOR EXENDITURE BY AREA & BY SERVICE USER GROUP

	Older People	Learning Disabilities	Mental Health	Physical Disabilities	Carers	BME	Substance Misuse	LINKs	Total
Capacity	143,600	-	51,405	-	-	-	-	-	195,005
Information, Advice and Advocacy	134,570	25,030	127,990	157,420	98,260	-	-	177,415	720,685
Open Access	156,430	340	72,020	189,310	33,340	53,650	327,070	-	832,160
Assessed Services	785,240	-	-	-	-	-	12,250	-	797,490
Total	1,219,840	25,370	251,415	346,730	131,600	53,650	339,320	177,415	2,545,340

This page is intentionally left blank

SERVICE SPECIFICATION/ACCREDITATION – DAY SERVICES

Purpose of the Service

- To provide day support services to vulnerable people in Wirral
- To provide respite to their carers

Definition

The term 'day services' covers a diverse range of services and activities, which cater for a variety of people and needs, and serve a number of different purposes, most of which are broadly preventive including:

- Providing social contact and stimulation; reducing isolation and loneliness maintaining and/or restoring independence providing a break for carers offering activities which provide mental and physical stimulation.
- Enabling care and monitoring of very frail and vulnerable people offering low-level support for people at risk assisting recovery and rehabilitation after an illness or accident providing care services such as bathing and nail cutting.
- Promoting health and nutrition providing opportunities for people to contribute as well as receive.

These aims can be achieved in a number of different ways. What distinguishes day services is that they are delivered outside people's own homes and are generally building based.

Service to be provided

- Day support to people in Wirral who meet Critical or Substantial Fair Access to Care Services eligibility criteria.
- Personal care needs (this may include bathing) identified within the individuals support plan
- To provide social stimulus to vulnerable people.
- Support from specialist staff if necessary.
- A service that meets the needs of people with various cultural needs
- A service that works proactively with other professionals to provide the appropriate level of support and ongoing care an individual may require.

Referral, Access and Acceptance Criteria

Hours of operation:

The core hours of the services is provided from ? to ?. All services shall be offered in a flexible way to meet the needs of those who use it. Support outside of the core hours may be available at an additional cost.

When the service is closed, a message taking facility will be available. Messages left on the answer phone will be processed the following working day.

Referrals:

Eligibility for services will be determined by a Social Services assessment of needs, which in turn will identify eligibility. All requests for services from other sources shall be referred to Adult Social Services for an assessment before the service can be offered. Adult Social Services will aim to respond to requests for assessment within 7 working days.

Response times:

The service provider will contact the individual referred to their service within 7 working days of receipt of the referral and will agree a mutually convenient date to carry out an assessment. Unless the service is already operating to full capacity, intervention will commence within a further 7 working days. Adult Social Services Transport Department will aim to respond to requests for transport if required within 7 working days.

Charges:

People using the service shall pay the amount fixed by the Service Provider, which covers lunch and all refreshments. Any proposal by the service provider to change the amount it charges should be done with agreement of the Service Commissioner.

Service Level:

The service will offer ? places per day and operate between the hours of ? and ? and ? weeks per year. Whilst it is acknowledged that the actual attendance may be lower than this because of individuals non attendance the service provider will make every effort to sustain full use of the service and review attendance on a regular basis.

Assisted bathing sessions will be provided per week up to a maximum of ? sessions.

Staffing resources:

The service will offer as a basis minimum the following staffing:

- 1 manager/deputy
- An appropriate ratio of staff according to the needs of the service user group

Outcomes and Outputs

Outcomes are defined as 'goals/ aspirations that people using services wish to achieve'. The service provider shall work with individuals using the service to achieve their desired goals and aspirations as identified in the individuals support plan. As a minimum the service provider will ensure that people using the service will meet the following higher-level outcomes:

- Positive social interaction
- Involvement and participation in valued activities
- A feeling of confidence that they will receive any necessary assistance in meeting their personal care and hygiene needs
- Support to maintain their dignity and independence

- Signposting to alternative resources should it become obvious that their needs cannot be met within the service.
- Maintain or increase health and well being
- Will be kept safe

The service will be measured on the following outputs:

- The number of people accessing the service
- The number of actual attendees
- The number of staff who hold accredited qualification such as NVQ or ? qualification
- Response times

How Wirral Council will work with the service

- The Central Advice and Duty Team, locality social work teams, contracts team and other sectors of the council will support the service provider.
- The Department of Adult Social Services will regularly collect, analyse and provide feedback on performance monitoring information for service effectiveness and quality (outputs and outcomes).. This will include response times from all services involved in the delivery of support to an individual.

Quality Standards

- 75% or more of people using the service will confirm that they have benefited from the service and/ or had their agreed outcomes met. (This will be calculated on the 75% of completed satisfaction surveys returned)
- 75% or more of families/carers/friend whose relative/friend access the service will confirm that the individual has benefited from the service and / or has had their agreed outcomes met. (This will be calculated on the 75% of completed satisfaction surveys returned)
- Services are delivered to those who meet the Fair Access to Care Services eligibility criteria and within agreed Department of Adult Social Services referral / assessment process.
- Staff and volunteers have the relevant skills, knowledge and competency to deliver the service
- Staff and volunteers are provided with ongoing training and development opportunities to ensure their skills, knowledge and competencies are kept up to date.
- Activities organised are operated in an environment that is safe, secure and meet health and safety requirements
- The service provider complies with all relevant legislation and government guidance.
- All staff and volunteers involved in the delivery of the service are appropriately CRB checked, with a fully implemented safeguarding adults policy and all required safeguarding processes are in place (including safeguarding adults training for all staff and volunteers)

- Service providers will work in partnership with the Council, other service providers, people who use services and carers to actively improved and develop services in Wirral.
- Service providers will have the appropriate insurances and/or indemnities in place.

SERVICE SPECIFICATION - INFORMATION, ADVICE & ADVOCACY

Purpose of the service

To provide information and / or advice and / or advocacy services to vulnerable people in Wirral.

For the purpose of this specification, the following definitions are taken from Local Government Improvement and Development Agency report “Transforming Adult Social Care: access to information, advice and advocacy” (2009):

Information

”The open and accessible supply of material deemed to be of interest to a particular population. This can be either passively available or actively distributed” (‘material’ does not refer exclusively to written information).

Advice

”Offers guidance and direction on a particular course of action which needs to be undertaken in order to realise a need, access a service or realise individual entitlements”

Advocacy

”The provision of support and encouragement, or representation of individuals’ views, needs or rights. It is fundamental that advocacy recognises the centrality of the service user”

Who the service is aimed at

The service is aimed at vulnerable or potentially vulnerable people in Wirral who require information, advice or advocacy services, including:

- Adults and older people
- People with a learning disability
- People with physical and sensory disabilities
- People with long term conditions
- People with mental health needs
- People with autism
- People with dementia
- People with substance misuse problems

- Carers
- People from black and racial minority communities
- People who identify as lesbian, gay, bisexual or transgender
- People who identify with a particular religion or belief

What the service will do and how it will do it

The service will seek to provide information and / or advice and / or advocacy and follow-up support provision, including (where appropriate):

- Specialist and general advice
- Specialist and general information
- Specialist advocacy
- Self-advocacy training

Organisations must demonstrate that they are able to deliver a flexible, personalised service on a regular basis across the week. The service should be delivered in such a way that it meets the needs and accessibility requirements of the people who need it. As a minimum this will include:

- Appointment service within an appropriate site in Wirral (including a person's own home for advocacy)
- Outreach services at a range of appropriate local venues
- Telephone advice and information
- Referral and signposting to appropriate local and national support agencies and services
- Newsletter or other appropriate communication tool e.g. website
- Peer support
- Follow up support
- Accessible literature and other channels of communication

The organisation will gather outcome, output and other monitoring data for the purpose of ensuring service quality and effectiveness, and to support forward planning.

Outcomes and Outputs

Outcomes

The service will measure and aim to achieve the following:

- People able to make informed personal choices about how to help themselves or how to access support
- People able to maintain or increase their dignity and independence
- People able to maintain or improve their health and wellbeing
- People prevented or delayed from needing more intensive support or active service referrals

- People accurately signposted or referred to and between services
- People less socially isolated
- People kept safe

Outputs and other measurements

The service will measure the following:

- The number of clients (new referrals, current clients and repeat clients) accessing the information, advice and advocacy services offered (including equality profile where possible).
- Source of referrals.
- The number of clients referred to other agencies for advice, information or support.
- The number of clients followed-up after the organisation has given information, advice or advocacy support.
- The number of volunteers and staff appropriately trained and supported by the organisation.
- The numbers of clients, their families and carers involved in the development of the service
- The number of clients who give feedback about the service confirming that they have benefited from the service and / or had their agreed outcomes met

Further service standards and details will be agreed between the Council and the successful provider which will be published and the provider expected to self assess their performance against

How Wirral Council will work with the service

The Central Advice and Duty Team, locality social work teams, POPIN service, Welfare Rights team, day services and other directly provided or commissioned services will refer people to the organisations providing the service as appropriate.

The Central Advice and Duty Team will receive referrals from organisations providing the service.

The Department of Adult Social Services will regularly collect, analyse and provide feedback on performance monitoring information for service effectiveness and quality (outputs and outcomes).

Quality Standards

75% or more of clients who give feedback about the service confirm that they have benefited from the service and / or had their agreed outcomes met

Services are delivered in line with the Department of Adult Social Services Information, Advice and Advocacy Strategy.

Staff & volunteers have the relevant skills, knowledge and competency to deliver the service.

Staff & volunteers are provided with ongoing training and development opportunities to ensure their skills, knowledge and competencies are kept up to date.

Activities operated from safe and secure premises / locations meeting both the local authority's health and safety requirement and the accessibility requirements of the Disability Discrimination Act 1995.

Organisations providing the service(s) comply with all relevant legislation and government guidance.

All staff and volunteers involved in the delivery of the service(s) are appropriately CRB checked, with a fully implemented safeguarding adults policy and all required safeguarding processes in place (including safeguarding adults training for all staff and volunteers).

Organisations delivering the service(s) work in partnership with the Council, other service providers, people who use services and carers to actively improve and develop services in Wirral

Appropriate insurances and / or indemnities in place

SERVICE SPECIFICATION FOR COMMUNITY SUPPORT

Purpose of the Service

- To enable vulnerable (usually older) people to remain as independent as possible in their own home
- To reduce social isolation
- To support vulnerable (usually older) people to access community facilities
- To monitor the health and safety of people who use the service
- To provide advice and information to people who use the service
- To carry out 'low key' DIY type work for people who use the service

Service to be provided

- The support is provided equally to all Wirral residents who do not meet the FACS eligibility criteria, but who have the potential to meet it, were such a service not provided.
- The minimum amount of support is provided to maximise the skills and abilities of the person being supported
- The level and type of support is assessed and reviewed on an ongoing basis by the service provider

- The support is provided to a level agreed between the service commissioner and the service provider, with any capacity issues to be negotiated between both.
- Records of the service to be kept by the service provider and shared with the commissioner as reasonably requested

Outcomes of the service

- The service maximises the capacity of people who use the service to remain independent in their own home
- Social networks for people who use the service are maintained or developed
- Reliance on statutory service provision is reduced

Quality Standards

- The service will be provided according to standards agreed between the Commissioner and the service provider
- The service will meet any existing statutory standards such as Health and Safety legislation, etc

Recording and monitoring

There will be an agreed recording and monitoring system between the Commissioner and the service provider

SERVICE SPECIFICATION FOR LUNCHEON CLUBS

Purpose of the Service

- To provide regular, healthy, nutritious meals for the local community, mainly lonely vulnerable elderly residents who have a limited choice in their own homes
- To provide support and advice on the premises or to sign post people who use the service to appropriate agencies.
- To reduce social isolation for people who use the service
- To maintain independent living for vulnerable people
- To monitor the health and safety of people who use the service

Service to be provided

- Lunches to be provided at times and in places as agreed between the service provider and the Commissioner (in line with any future wider strategy about Luncheon Club provision throughout the Borough)

- Transport to be provided where agreed between the Commissioner and the service provider
- Records of the service to be kept by the service provider and shared with the commissioner in ways that both parties agree to be reasonable

Outcomes of the service

- People who use the service are provided with regular, healthy, nutritious meals
- Social networks for people who use the service are maintained or developed

Quality Standards

- The service will be provided according to standards agreed between the Commissioner and the service provider
- The service will meet any existing statutory standards such as Health and Safety legislation, etc

Recording and monitoring

There will be an agreed recording and monitoring system between the Commissioner and the service provider.

SERVICE SPECIFICATION FOR DROP-INS

Purpose of the Service

- To provide a regular, welcoming place to meet for people who are likely to be vulnerable or who have a particular disability
- To provide peer or staff support and advice on the premises or to sign post people who use the service to other, appropriate agencies.
- To reduce social isolation for people who use the service
- To maintain independent living for vulnerable people by providing a regular, welcoming meeting place
- To monitor the health and safety of people who use the service and report any concerns appropriately

Service to be provided

- The service to be provided at times and in places as agreed between the service provider and the Commissioner (in line with any future wider strategy about Drop-in provision throughout the Borough)
- Transport to be provided where agreed between the Commissioner and the service provider

- Records of the service to be kept by the service provider and shared with the commissioner in ways that both parties agree to be reasonable

Outcomes of the service

- Social networks for people who use the service are maintained or developed
- People who use the service develop healthier lifestyle choices

Quality Standards

- The service will be provided according to standards agreed between the Commissioner and the service provider
- The service will meet any existing statutory standards such as Health and Safety legislation, etc

Recording and monitoring

There will be an agreed recording and monitoring system between the Commissioner and the service provider

SERVICE SPECIFICATION – CAPACITY BUILDING

Purpose of the Service

To support and enable people to achieve their maximum quality of life, encouraging independence and active involvement in the local community.

Service to be Provided

This service will be provided to vulnerable people in Wirral and will:

- Support people to identify and obtain opportunities so they are able to engage with the local community.
- Encourage people to be independent and become actively involved in the Community.
- Promote involvement so people can gain confidence in their own abilities.

Service Outcomes

The service will:

- Reduce isolation by supporting people to become actively involved in their community.
- Add social value, such as developing the persons ability to participate in making decisions that affect them.
- Support and enable people to become involved with groups/activities in their community so that they are able to make a valid contribution to the Community.
- Provide a variety of stepping stones which will enable people to participate more fully in society.
- Provide or support people to access volunteering opportunities for people to learn through experience.

How Wirral Council will work with the Service

The Department of Social Services will:

- Work in partnership with the service provider to provide an opportunity to openly discuss any changes to the service.
- Identify staff who the service provider can contact if they have any issues they need to discuss.
- Regularly monitor the service provided, the level of this will be identified in the contract, but this will be both quantitative and qualitative information.

Quality Standards

Service Provider:

- The organisation will have the Investors in People quality mark.
- Ensure that the service provided is of a good quality and provided in a safe environment.
- The organisation will provide evidence of:
 - a) Criminal Record Bureau checks for staff and volunteers
 - b) How the organisation engages with staff and volunteers
 - c) Personal Development and Training of staff and volunteers

- Active Participation – the service will provide XX sessions to support people to become actively involved in the community, through accessing activities or volunteering opportunities.
- Social Isolation - The service will reduce social isolation for XX people. By introducing people to community groups and activities which will enable them to build their social network.
- The service will develop individual programmes which will allow XX people to develop their skills and confidence to enable them to be more independent and less dependent on professional services.

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	THE WIRRAL WELL
WARD/S AFFECTED:	ALL
REPORT OF:	HOWARD COOPER
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR ANNE MCARDLE
KEY DECISION:	NO

1.0 EXECUTIVE SUMMARY

- 1.1 This report presents an overview of the Wirral Well (an online information hub for social care, health, community and wellbeing activities) which has been developed by Voluntary and Community Action Wirral (VCAW) and supported by the Department of Adult Social Services (DASS), NHS Wirral and the North West Joint Improvement Partnership (NWJIP).
- 1.2 VCAW is Wirral Council’s current preferred voluntary, community and faith sector infrastructure partner. The site can be viewed at www.wirralwell.org and via link from www.wirral.gov.uk/my-services/social-care-and-health

2.0 BACKGROUND AND KEY ISSUES

- 2.1 Easy availability of personalised and high quality information is at the heart of the transforming social care agenda. Wirral Council, through its Department of Adult Social Services, is implementing ‘Putting People First’, the Government’s personalisation plan for people who use adult social care. One of the priorities of ‘Personalisation’ is

‘All citizens and care givers should have access to information and advice to enable them to access options to meet either their care and support needs or someone else’s care and support needs’.

- 2.2 Wirral’s Corporate Plan 2011-2014 further adds that “Information about care and support will be provided to all who need it, regardless of whether or not they fund their own care”. By providing universally available information about social care, health, community and wellbeing activities an online service directly addresses a key element of the first (Your Family) key theme in the Council’s Corporate Plan 2011 – 2014:

“We will work with our partners in the public, private and community sectors to ensure that every Wirral resident has access to a range of services, which help to improve their wellbeing, health and happiness.”

- 2.3 “Think Personal, Act Local” (2011) states that “In their local leadership role, councils can influence and support the development of a wide range of local resources and opportunities, regardless of how they are paid for or who provides them. An effective community-based approach is achieved when councils and their partners ensure all people have the information and advice needed to make care and support decisions which work for them, regardless of who is paying for

that care. This includes help to make the best use of their own resources to support their independence and reduce their need for long-term care.”

- 2.4 A key project in the DASS Departmental Plan 2011-2012 is “To support the growth of the voluntary, community and independent social support services”, with the milestone being “An Information Hub is established by March 2012”. In order to meet these objectives a single point of access “hub” is required to
- hold information and advice relating to Adult Social Care
 - be accessible via any channel,
 - be useful to anyone referencing it and
 - be accurate in its content.

3.0 CURRENT POSITION

3.1 There is an immediate need for social care, health and wellbeing information to be available to people in Wirral, to assist in support planning for people with social care needs, and to promote wellbeing to delay or mitigate potential social care needs. In addition the Department needs to focus on the following outcomes

- **Early intervention:** to mitigate, delay, or prevent social care or health crisis.
- **Improved social care outcomes:** to provide a central source of information for people.
- **Volunteering:** to provide telephone and face-to-face volunteering opportunities
- **Community development:** to allow an exchange of views, intelligence and information.
- **Accessibility:** for residents not on-line or less confident in using the internet.

3.2 DASS has investigated options for provision of a social care information hub. A specification of functional requirements was produced and feedback sought from Wirral IT Services, the Web Services Manager and corporate Communications as to the viability of producing and maintaining such a hub ‘in house’. There was consensus that current systems and staffing would not be sufficient to meet the functional requirements. Further detail is contained in 5.1.

3.3 DASS intends procuring an integrated IT solution to manage social care records. This will include a ‘market place’ element, however the timescales for this will not meet the immediate need of the Department and people who use social care services.

4.0 THE WIRRAL WELL

4.1 The Wirral Well is a fully searchable online ‘one stop shop’ which brings together all aspects of wellbeing, health, community and social care activity. It has been developed by VCAW to complement the ‘Home From Hospital’ service by providing social care, health and wellbeing information 24hrs a day.

4.2 Development of the ‘Home From Hospital’ service was funded by a NWJIP grant obtained by NHS Wirral in 2009. An element of this funding (approx. £8,000) was used by VCAW to initiate the development of the Wirral Well. The Wirral Well includes user generated feedback and “Trip Advisor” style ratings. Individual listings are ‘self managed’ by the organisations and individuals who choose to register their service or activity on the site. There is also the potential for the site

to identify unmet needs and provide useful input into the Joint Strategic Needs Assessment (JSNA). The Wirral Well will also be used as a communications tool to update service providers from all sectors about important changes, training, tender opportunities or networking events.

- 4.3 The Wirral Well has been well received by various sections of NHS Wirral, particularly in the areas of Public Health and the JSNA. There is a telephone service for those who do not have access to a computer to access information.
- 4.4 The Wirral Well has the functionality to meet all requirements in the draft specification (Appendix 1), and the independent nature of the site mitigates risk for the authority. The Wirral Well is currently 'live' and providers are registering their services; in terms of the outcomes that the Department will be seeking, it focuses on promoting and enabling:
- **Early intervention:** encouraging wellbeing activities with the aim of mitigating, delaying, or preventing social care or health crisis.
 - **Improved social care outcomes:** providing a central source of information for people who are not eligible for social care, people who fund their own care, support planners, social work and health practitioners, people who use services, and carers.
 - **Volunteering:** providing telephone and face-to-face volunteering opportunities in neighbourhood based, health and social care and community settings. People with disabilities will be positively encouraged to take advantage of these opportunities. A total of 2625 volunteering hours will be created.
 - **Community development:** a key objective is for Wirral Well to become an active community of health and social care partners to allow an exchange of views, intelligence and information which will identify unmet needs and improve service quality, safeguarding, and choice.
 - **Accessibility:** volunteers will use telephone or face to face contact (through outreach by volunteers to GP surgeries and community settings such as UK Online Centres and Council One Stop Shops) with those residents not on-line or are less confident in using the internet.
 - **VCF sector development:** the site will provide an effective marketing channel for service providers. This will particularly benefit the development of voluntary, community or faith sector organisations and smaller providers.
- 4.5 The Wirral Well provides a cost-effective solution for the Council by removing the need for the authority to maintain and resource an in-house alternative. It can also save in the areas of cost-effective support planning and reducing the amount of unnecessary contact into the Department by signposting people directly to services and activities via the site. It will also address the issues detailed in 2.0.
- 4.6 It is proposed that DASS fund 12 months operating costs for Wirral Well to support its development and maintain the required quality of information. In meeting the outcomes defined by the Department the project will provide value for money. Wirral Council has received funding from the Department of Health specifically for the rollout of the Communities for Health programme. The Wirral Well works towards meeting the strategic aims of the programme as detailed in 9.1. Under the Council Constitution it is an exception to the tender procedure and therefore requires the approval of Cabinet.

5.0 OTHER OPTIONS CONSIDERED

- 5.1 In-house development, provision and maintenance was explored but found that current systems and resources could not meet the required specification (see Appendix 1). It is expected that the cost of setting-up and resourcing an in-house system would be comparable with the costs associated with the www.teenwirral.com site. The one-off set-up cost for this site was approximately £60,000. Currently one year's operating cost for the site is approximately £39,000. This brings the total first year cost of www.teenwirral.com to an estimated £99,000 (with subsequent years running at £39,000). This estimated total cost of £99,000 to build and maintain an in-house site for one year would present £25,940 more cost to the authority than supporting Wirral Well for one year. Furthermore, Legal and Member Services advise it would not be possible to include user generated feedback on providers on a Council-provided web service. An 'in-house' created site would also not have the functionality to address all the outcomes detailed in 3.1. It would also take an estimated five months to build and test before it could be made available. Wirral Well is available now.
- 5.2 Competitive tender for an external provider to offer a solution at this point in time would not enable strategic aims to be met in the required timescale. The Wirral Well offers an efficient solution to addressing the key issues detailed in 2.0 and providing additional value for money by addressing the outcomes detailed in 3.1.

6.0 RELEVANT RISKS

- 6.1 VCAW plans for the Wirral Well to become self-sustaining via various routes (see Appendix 2), however this may not occur within its first year of operation. Should Wirral Well require further funding then VCAW have the option of entering the competitive tender process noted in 3.3.
- 6.2 The issue of 'Trip Advisor' style ratings also presents a potential risk to the authority which would prove difficult to mitigate if the service was to be operated by the authority via its own website.
- 6.3 As no equivalent solution currently exists, DASS now links directly to the Wirral Well from its own website. This is so that people with social care needs can access information which may help reduce their needs for a service and assist with efficient support planning when they do. If the Wirral Well is not able to maintain the required standard due to resource issues then this will have a negative impact on the support planning process and people's health, social care and wellbeing outcomes.
- 6.4 Communities for Health funds must be spent within the specific criteria of the programme and, should this remain unspent, there is a risk that an audit may identify the funds to be repaid.

7.0 CONSULTATION

- 7.1 VCAW undertook consultation and user testing on The Wirral Well between November 2010 and February 2011. This included the Home from Hospital team and volunteers to focus on the integration of health and social care, the wider Voluntary and Community Sector, followed by more focused consultation with Health and Social Care including advocates & intermediaries through the Wirral Advocacy Partnership. VCAW then targeted the Children and Young People's Link Forum and conducted user testing with members of the public within the UK

Online centre in Wallasey. Consultation showed a clear demand for a central information point from both service provider and user perspectives. All feedback has been recorded and adaptations made to the site accordingly.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 The Wirral Well will support, promote and develop the activities of voluntary, community and faith organisations. It offers a cost effective marketing tool for the VCF sector. It will also become an established tool which can be utilised by the new Healthwatch organisation for signposting purposes. VCAW is Wirral Council's preferred VCF infrastructure partner, recently gaining the NAVCA Quality Award (which is the only infrastructure quality standard in the UK).

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

9.1 **FINANCIAL** – it is proposed that the Department of Adult Social Services support the Wirral Well for a limited period by way of conditional grant for the first year operating costs of £73,060. This sum would be drawn from existing unspent funds acquired via Communities For Health grant. There will be no additional funding required by the Council throughout the lifetime of the project. The strategic aims of the Communities For Health funding agreement are to:

- engage communities in their own health and develop their capacity to support individual behavioural change for healthier lifestyles
- build partnerships between organisations and communities
- develop innovative practices for community based health improvements

The Wirral Well works toward meeting these aims.

9.2 **IT** – the service and its systems will not be hosted on the authority's network. Wirral Council currently provides a link to Wirral Well from its own website.

9.3 **STAFFING** – there are no staffing implications arising from this report. Maintenance and day to day running of The Wirral Well is undertaken by volunteers. VCAW encourage people with learning or physical disabilities to take advantage of this voluntary work. Monitoring the effectiveness of the contract will be undertaken by existing staff within the department.

9.4 **ASSETS** – there are no asset implications arising from this report.

10.0 LEGAL IMPLICATIONS

10.1 There are no legal implications arising directly from this report. Legal and Member Services are satisfied that the independent nature of the service will reduce risk for the authority, as long this independence is clearly indicated.

11.0 EQUALITIES IMPLICATIONS

11.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

(b) No because there is no relevance to equality.

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are no implications arising directly from this report.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are no implications arising directly from this report.

14.0 RECOMMENDATION/S

- 14.1 That approval is given for DASS to utilise £73,060 of the Communities For Health grant to fund the first year development costs of The Wirral Well in the form of grant funding to VCAW. This would be conditional on VCAW working together with DASS and NHS Wirral to ensure the site meets the needs of the people and the organisations which use it.
- 14.2 That financial support for the Wirral Well project be considered an exception to Contract Procedure Rules as stated in 21.1 para (i) and (iii).

15.0 REASON/S FOR RECOMMENDATION/S

- 15.1 The Wirral Well site meets both corporate and departmental strategic aims, together with the strategic aims of Communities for Health funding and the ability to contribute to and inform the JSNA. The project is 'live' and able to work toward meeting these aims quickly, where other options would take longer (approximately 9 months for procurement) or require greater commitment of resources by the authority (as detailed in 5.1). £73,060 will cover one years operating costs to enable the expansion and development of the site to meet the outcomes detailed in 3.1. These outcomes provide 'added value' for the Council.
- 15.2 The Wirral Well project was initiated by and NWJIP grant funding. This has necessitated DASS and NHS Wirral involvement in its early stages of development. This has added value to the project which other solutions cannot provide. It also means that DASS is already utilising the Wirral Well to provide social care, health and wellbeing information to people in Wirral.
- 15.3 The value of Wirral's commitment in this matter will not exceed £73,060, and the open market can not provide an equivalent solution for equal or less than this value within the required timescale.

REPORT AUTHOR: *Adrian Quinn*
Information, Advice and Advocacy Officer
telephone: 0151 666 4845
email: adrianquinn@wirral.gov.uk

APPENDICES

Appendix 1 – Information HUB Functional Requirements and Feedback
Appendix 2 – Sustainability Plan

REFERENCE MATERIAL

Department of Adult Social Services Departmental Plan 2011-2012 (intranet)
Wirral Council Corporate Plan 2011-2014 (intranet)
Putting People First (Department Of Health)
Think Personal, Act Local (SCIE)

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
N/A	N/A

Information HUB Functional Requirements and Feedback

Requirements		Current systems	Wirral Well			
		Achievable	Included in WirralWell Specification	Native CMS Support	Requires alterations to CMS	Not met or N/A
1	General					
1.01	System must have been proven in a Public Sector Service Environment - site examples	N/A				No
2	Key Strategic					
2.01	Ability to establish a comprehensive online web directory of all care services across all sectors within a region eg Wirral	No	Yes			
2.02	Online web directory should be accessible via every service channel	Yes	Yes			
2.03	Directory should facilitate visual signposting to enable self service by majority of users	Yes	Yes			
2.04	Ability to draw information concurrently from external websites and internal data sources that relate to a subject matter eg social care. This could be social care data within housing, benefit, leisure, transport and health services. Enables easy aggregate of information from across partners into a single shared database.	No			Yes	
2.05	Provide a space for online collaboration - eg forums	No		Yes		
2.06	Ability for information owners to share information with "an information Hub" without any loss of control or compromise to their existing processes	No	Yes			
2.07	Printing – users can easily print content to create own offline service information	Yes	Yes			
2.08	Shopping Type Baskets – allows people to pick and mix service information eg my shortlist of useful information	No			Yes	
2.09	Saved User Profiles – to tailor service information directly to people's needs	No			Yes	
2.10	Blogs, Service Ratings and Reviews – so people can share their experiences	No	Yes			
2.11	Email Alerts		Yes			
	Mobile Text (SMS) Alerts				Yes	

2.12	Provides Online Booking Forms	Yes		Yes		
2.13	Ability to internally rank content dependant on subject - enables a more guided search experience for the customer/user	No	Yes			
2.14	Ability to filter results eg 'events during the month of' gives the user a more personalised search	Yes	Yes			
2.15	Ability to limit search results based on a users geographical location eg relevant to their postcode area	Yes	Yes			
2.16	System admin can set up recommended links - can be pre-defined based on key words the user is using	No		Yes		
2.17	Must be able to support The Personalisation Agenda Priority 3 (Have people got access to information and advice to enable them to access options to meet their care and support needs?)	Yes	Yes			
2.18	Ability for an admin person to see what people do/do not use -	No	Yes			
	as well as use of the website, the database may need to be contributed to manually to log telephone calls, face to face interactions etc.	No			Yes	
2.19	Information and advice must be current - RSS Feeds (automatically updates electronic content) Set use-by dates for information?	No	Yes			
	Ensure that scheduled reviews of information are built in and information without a scheduled review should be allocated a review date.	Yes			Yes	
3	System Interfaces/Exchange					
3.01	Interfaces with Documentum	No			Yes	
3.03	Interfaces with Swift	No			Yes	
4	Accessibility/Legislation					
4.01	Must provide ability to meet W3C standards	Yes	Yes			
4.02	Must provide ability to comply with Easy Read standards (see http://www.photosymbols.com/easyread1.htm)	Yes	Yes			
4.03	Must provide ability to meet main criteria of the 'Information Standard' certification. (information is accurate, impartial, balanced, evidence based, accessible, well written)	Yes	Yes			

11

16

3

8

1

WIRRAL WELL SUSTAINABILITY PLAN

Some initial set up funding for Wirral Well was provided by the North West Joint Improvement Partnership to establish a mechanism which supports the integration of health and social care.

To ensure that the project work continues after the initial investment, VCA Wirral have identified a number of options that will be investigated, and depending upon the outcome, conducted; to ensure a long term sustainable project.

Key Areas Identified

The following areas have been identified as possible funding sources. VCA Wirral intend to create a diverse funding mix of a number of the below options to allow for economic, social and policy changes.

- External funding from local, regional and/or national grant making bodies
- External funding from the statutory sector
- Individual fundraising
- Business sponsorship
- Introduction of a professional membership fee for membership access level (including branding, monitoring and commissioning directory)
- Introduction of an advertising fee (for individual services, multiple discount option)
- Integration in to Healthwatch

<i>Identified Area</i>	<i>Project Year</i>	<i>Description</i>	<i>Targets</i>	<i>Estimated Income</i>	<i>Likelihood 1 – not at all, 5 – very likely</i>
External funding from local, regional and/or national grant making bodies	Years 1,2 + 3	To meet any budget shortfall in years 1 - 3	Year 1 Identify possible funders (Annex 1) Year 2 4 applications, 1 successful Year 3 8 applications, 2 successful	Year 1 – non Year 2 - £30,000 Year 3 - £20,000	4
External funding from the statutory sector	Years 2, 3	To identify ways to support clinical commissioning groups and public health JSNA/JSAA agendas	Year 2 3 project developments Year 3 5 project developments	Year 2 - £6000 Year 3 - £10,000	2
Individual fundraising	Years 1,2,3	Encourage local giving and donations from those individuals who have used the site		Year 1 - £500 Year 2 - £1250 Year 3 - £2000	4
Business sponsorship	Year 3	Identify an appropriate business sponsor to part fund the site	Year 3 4 appropriate businesses identified, 1 sourced	Year 3 - negotiable	3
Introduction of a professional membership fee for membership access level	Year 2	Introduce an organisational membership fee of £300 (eg. GP practices) or individual fee of £150 (eg. support planners) to be able to provide information to customers/patients and collate monitoring data as well as access to commissioning directory.	Year 2 30 GP practices, 15 individual professionals Year 3 45 GP Practices, 25 individuals	Year 2 - £11,250 Year 3 - £17,250	3
Introduction of an advertising fee	Year 3	Introduce nominal fee of £6.50 per service for those with a turnover of £10,000 or more	New registrations years 1-3 1700	Year 3 - £6500	4
Integration in to Healthwatch	Year 2/3	Investigate the possibility of Wirral Well becoming part of Healthwatch as the tool for signposting	Further discussion needed with transformation group/new structure		3

VCA Wirral will continue with its on-going rationalisation programme to ensure that delivery costs continually provide value for money.

Annex 1

Potential funders who have been identified as having a health and social care priority which could support Wirral Well:

Closing the Gap (The Health Foundation)* - <http://www.health.org.uk/areas-of-work/programmes/>

Dowager Countess Eleanor Peel Trust - <http://peeltrust.com/strategy.html>

Foyle Foundation - <http://www.foylefoundation.org.uk/how-to-apply/>

Garfield Weston - <http://www.garfieldweston.org/policy/>

GlaxoSmithKline (GSK) Impact Awards - [http://www.gsk.com/community/impact_uk.htm](http://www.gsk.com/community/impact_awards_uk.htm) Health and Social Care Volunteering Fund - <http://www.volunteeringfund.com/>

Heinz Charitable Trust - <http://www.heinz.co.uk/ourcompany/sustainability/economicsustainability> Innovation Excellence and Strategic Development Fund (Department of Health)* - http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_118373

James Tudor Foundation* - <http://www.jamestudor.org.uk/health-education>

John Moores Foundation (Grassroots Social Health Initiative) - http://jmf.org.uk/grants_mersey.htm

Peoples Health Trust (Health Lottery) - <http://www.peopleshealthtrust.org.uk/>

Sovereign Health Care Charitable Trust - <http://www.sovereignhealthcare.co.uk/about-us/charitable-trust/>

Trusthouse Charitable Foundation - <http://www.trusthousecharitablefoundation.org.uk/>

Yapp Charitable Trust* - <http://yappcharitabletrust.org.uk/pages/grant-making-policy.php>

*Grants of particular interest

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	PROGRESS ON PERSONALISATION
WARD/S AFFECTED:	<i>ALL</i>
REPORT OF:	<i>HOWARD COOPER - INTERIM DIRECTOR OF ADULT SOCIAL SERVICES</i>
RESPONSIBLE PORTFOLIO HOLDER:	<i>COUNCILLOR ANNE MCARDLE</i>
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

- 1.1 This report is to inform Cabinet of progress in the implementation of personalisation within the Department for Adult Social Services (DASS) and to highlight key changes required to be further progressed.

2.0 RECOMMENDATION/S

- 2.1 That Cabinet note the contents of this report.
- 2.2 That Cabinet receive a further update report from DASS in Spring in relation to process and procedures within the department that seek to enhance the customer journey.
- 2.3 That Cabinet agree to consultation with Carers in relation to a revised Carers RAS and banding system.
- 2.4 That Cabinet agree to the procurement of a supplier to provide a Prepaid Card service for people who use Personal Budgets and Direct Payments.
- 2.5 That Cabinet agree to an accreditation process for Support Planning and Brokerage to be undertaken and progress reported back as part of the update report to Cabinet in Spring.

3.0 REASONS FOR RECOMMENDATIONS

- 3.1 Personalisation and the associated policies and procedures that underpin it represented a significant shift in the way that DASS supports people who use services. Activity in this area is subject to change, reflecting national and local developments; consequently the Department needs to review continually the way it works.
- 3.2 The Department aims to enhance the quality of life for people who have care and support needs through accessing and receiving self directed assessment and a personal budget; it, therefore, needs to ensure that its policies and

procedures are appropriate and robust to support the people who use services.

4.0 BACKGROUND

4.1 The topic of Personal Budgets has been the subject of a number of reports to Cabinet. These began in October 2009 when the background to the proposals were highlighted and the use of pilot studies to gauge developments through to November 2010 when the issue of the “£’s per point” of the Resource Allocation System (RAS) were debated. This report highlights progress in the implementation of personalisation within the Department for Adult Social Services (DASS) since November 2010 and the key changes required to be further progressed.

5.0 KEY ISSUES

5.1 Resource Allocation System (RAS), Personal Budgets and Customer Journey

5.1.1 A recent review and evaluation of the RAS has identified key issues including budget pressures, inequities across service user groups and process issues in relation to the indicative budget allocation. For example, people with Learning Disabilities are spending on average 26% more than their indicative budget and Older People 34% less . This may indicate that the current RAS allocates too many points for Older People and not enough for individuals with Learning Disabilities. However, a robust evaluation needs to be undertaken to establish the root and cause of such anomalies. The results of the evaluation will be presented to members in Spring 2012.

5.1.2 The future financial impact needs to be modelled once the review of the SDA questionnaire is completed, which is currently underway with people who use services and Carers

5.2 Carers RAS

5.2.1 Other Local Authorities in the North West Region have varying systems in relation to Carers Budgets. Some authorities do not have a formal RAS for Carers or indeed a formal process for allocating Carers a budget. Some authorities pay their carers based upon a Banding System; Wirral does not currently operate this system and wishes to explore this as a possibility after a period of consultation with Carers.

5.2.2 A banding system would be an annual amount and would replace the ‘£ per point’. The benefits of this approach is that Carers will have greater autonomy and control over the budget provided to them by the department and will enable them to utilise the budget more effectively in terms of accessing respite/short breaks for themselves in order to support them in their roles as unpaid Carers.

5.3 Prepaid Card

5.3.1 The Prepaid card is a business critical element of the transformation agenda. The DASS specification is now complete and ready to be procured. Work has been undertaken to ensure interoperability with the introduction of the Mersey Travel Transport prepaid card, which is about to be launched, to ensure transport costs can be interchangeable between the two.

5.3.2 Approval is sought for agreement to go out to tender to procure this service from one of the current market leaders, but that the implementation programme is a phased one on a pilot basis. It is proposed that we introduce this across all service groups but on a sample basis across the department to test out and evaluate the impact on various service user groups.

5.3.3 Due to the nature of the services (which will be focused on improving outcomes for service users), the specification for the services will be outcome based; the services provided must include the following principles:

- Maximise independence, choice and control
- Maximise individuals' informal support networks and social capital
- Be responsive, and provide timely interventions with the minimum of invasion into an individuals' life
- Develop peer support
- Engage people who use services, their Carers and families
- Harness the experience of local people who use services in the development, shaping delivery and quality assurance of the services
- Target hard to reach/seldom heard groups of people
- Work with the Council as a developmental partner for personalisation
- Ensure the best customer journey for the individual service user
- Support the council to development its information programme

5.4 Support Planning

5.4.1 Recent national guidance has advised *that 'current models of support planning can be over-professionalised, process-driven, time intensive and costly. They are also often not creative enough or efficient in achieving maximum impact with the available resources'*. [Think Local, Act Personal: October 2011]

5.4.2 More people need to be supported to develop their own plans, with a broader range of easily accessible 'tools' to help them, and lower cost advice that doesn't always rely on one-to-one professional input. This includes help for individuals to plan the best use of their resources should be available as a 'universal' offer, incorporating advice to self-funders as well as council-funded people.

5.4.3 The guidance further states that ‘the *‘sign-off’ processes for council personal budgets should be much simpler, and what’s required to allocate a personal budget should be communicated to people clearly and up-front. This allocation process should be separated from the offer of ‘support to make creative use of resources’.* Only by making this distinction can people be supported at their own pace to make the best use of the resources available to them and increase their level of control over time’.

5.4.4 In order to ensure that we are providing a range of accessible options for people in relation to Support Planning we intend to develop an accredited list of organisations that can deliver the following:

- Support Planning
- Care Brokerage
- Support Brokerage

5.4.5 This is a key and fundamental part of the self directed agenda and a natural development in the evolution of approach that DASS are taking in order to implement and embed personalisation and self directed support for all citizens of Wirral.

6.0 RELEVANT RISKS

6.1 The Department has a duty to ensure that those service users who are assessed as needing a service are appropriately supported. The personalisation agenda has empowered service users to access different and varied services to support their needs, there is a risk, however, that if policies and procedures are not fit for purpose opportunities may be inadvertently limited and curtailed.

6.2 It is important to ensure that the resources of the Department are used as efficiently and affectively as possible. There is, therefore, the risk that without continual assessment and review of the way resources are distributed that budget over commitment will occur.

7.0 OTHER OPTIONS CONSIDERED

7.1 Wirral choose to implement a Resource Allocation System based on a “£ per point” procedure; other local authorities have chosen different models based on specified outcomes for service users. As the Department gains more experience it will consider if it is appropriate to review and revise the model used by the Council. At this stage no proposals are being made to change the current allocation system.

7.2 In terms of the Prepaid Card option, a specification will be drawn up and offered to tender, depending on the proposals that come forward from providers the most beneficial, appropriate option will be taken forward.

8.0 CONSULTATION

- 8.1 It will be necessary to carry out a consultation exercise with service users and carers regarding the proposed changes to the Carers' Resource Allocation System. No changes will be made until this exercise has been completed.

9.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 9.1 As part of the consultation process with users and carers regarding the Carers' RAS various organisation within the voluntary, community and faith sector will also be included within the process.

10.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 10.1 In terms of the general Resource Allocation System no resource implications have been identified at this stage, these will be highlighted in any subsequent report
- 10.2 At this stage it is not possible to prejudge the outcome of the consultation regarding the Carers' RAS. Whilst there may be resource implications that flow from this, these will be taken into account at the culmination of the process.
- 10.3 Any IT implications arising as a result of the introduction of the Prepaid Card system will be dealt with as part of the tendering and commissioning process.

11.0 LEGAL IMPLICATIONS

- 11.1 By ensuring that due process is followed regarding any changes to service and undertaking appropriate consultation with service users and carers no legal issues should ensue. Close liaison will be made with Legal Services to adhere to proper procedures.

12.0 EQUALITIES IMPLICATIONS

- 12.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

(a) Yes and impact review is attached.

(b) No because there is no relevance to equality.

(c) No because of another reason which is

13.0 CARBON REDUCTION IMPLICATIONS

- 13.1 There are no direct carbon reduction implications or other environmental issues arising from this report

14.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

- 14.1 No planning permission is required as a result of this report

REPORT AUTHOR: Christine Beyga
Head of Personal Support
Telephone: (0151) 666 3624
Email: christinebeyga@wirral.gov.uk

APPENDICES

None.

REFERENCE MATERIAL

N/A

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
CABINET – PERSONAL BUDGETS	4 NOVEMBER 2010
CABINET: PERSONAL BUDGETS	14 OCTOBER 2010
CABINET - PERSONAL BUDGET PHASE 2 PILOT	9 DECEMBER 2009
CABINET – PERSONAL BUDGETS	15 OCTOBER 2009

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	DEPARTMENT OF ADULT SOCIAL SERVICES SELF EVALUATION – LOCAL ACCOUNT
WARD/S AFFECTED:	ALL
REPORT OF:	<i>HOWARD COOPER, INTERIM DIRECTOR OF ADULT SOCIAL SERVICES</i>
RESPONSIBLE PORTFOLIO HOLDER	COUNCILLOR ANNE MCARDLE
KEY DECISION?	NO

1. PURPOSE OF REPORT

- 1.1 To advise Cabinet of the completion of the draft Local Account.
- 1.2 To seek comments on any aspects of the draft Local Account
- 1.3 To agree to the publication of the Local Account and associated survey that will be used to consult with service users, carers, partners and the wider community on the priorities for the Department of Adult Social Services in 2012/13.

2. RECOMMENDATIONS

- 2.1 That Cabinet comments on the draft Local Account
- 2.2 That, subject to any comments, the Local Account is published for consultation on the priorities for the Department of Adult Social Services in 2012/13.
- 2.3 That, due to the need to begin the consultation process and ensure the maximum amount of time available to do this, call in is waived.

3. REASONS FOR RECOMMENDATIONS

- 3.1 At its meeting on 24 November 2011 Cabinet endorsed the Department of Adult Social Services Self Evaluation document. It also agreed for that document to form the basis of a “Local Account”.
- 3.2 Attached to this report is the draft Local Account and associated survey which, subject to Cabinet’s comments, will be used to consult with service users, their carers and the wider community on the priorities for the Department.
- 3.3 Due to the need to begin the consultation process and ensure the maximum amount of time available to do this it is recommended that call in is waived.

4. SECTOR LED IMPROVEMENT – NATIONAL CONTEXT

4.1 In October 2010, the Local Government Association conducted a consultation with the local government sector on a new approach to self-regulation and improvement following the Coalition Government decision to dismantle the existing framework of assessment and regulation. The consultation was based on the following principles:

- that Councils are responsible for their own performance
- that stronger local accountability drives improvement
- that Councils have a collective responsibility for performance in the sector as a whole.

4.2 The proposals within the consultation received wide support from Local Government and further work was undertaken to develop a model of self evaluation to be managed by the sector.

4.3 In September 2011 the outcome of the consultation was published by the Local Government Association. Entitled “Taking the Lead”, this described the approach to be taken by the sector to self-regulation and improvement including a peer challenge offered to all Councils, free of charge, in the three-year period from April 2011.

5. SECTOR LED IMPROVEMENT – DASS

5.1 On 16 November 2010 the Government launched its “Vision for Adult Social Care: Capable Communities and Active Citizens” which asserted that new approaches and different ways of working, both nationally and locally, would be necessary to deliver improved services in financially challenging times. Simultaneously, it launched a consultation, “Transparency in outcomes: a framework for adult social care.” This consultation was undertaken in the context of the LGA’s expressed wish for the sector to take more control over self regulation and assessment.

5.2 The consultation proposals were built around three themes:

- Creating a focus on the outcomes which services achieve for people, as the hallmark of a truly personalised approach;
- Developing a strategy for quality in adult social care;
- Designing more transparency into the system, so the public can hold local organisations to account, citizens can make more informed choices about their care, and people who use services can see how their experiences can drive change and improvement.

5.3 In March 2011 the Government published its response to the “Transparency in outcomes: a framework for adult social care” consultation. It restated that its strategy was to drive improvement through a focus on outcomes and greater transparency. This was to be supported through three mechanisms

- a national Adult Social Care Outcomes Framework (ASCOF)
- the collection of a New National Data Set and
- the development, at a Local Authority level, of a “Local Account”.

- 5.4 It is proposed that the National Dataset of information from the year ending 31 March 2012 will be used to inform the ASCOF for 2011/12 which will be published in June/July 2012. However, each Local Authority has been advised by the Association of Directors of Adult Social Services (ADASS) that it should publish a Local Account by 31 December 2011 using the ASCOF Framework and national dataset currently available.
- 5.5 The Local Account is expected to be a central part of the approach to Sector Led Improvement described above. The approach places at its heart the principle that every Council should be responsible for its own improvement, and should identify its own needs through self evaluation. Councils are expected to undertake on going self assessment and assurance with people who use services and citizens, and to publish information on priorities and progress.
- 5.6 The Local Account is intended to let residents know how well adult social care has performed, and is an opportunity for Councils to make more information available to their residents on their achievements, challenges and priorities.
- 5.7 On 24 November 2011 Cabinet endorsed the Department of Adult Social Services' Self Evaluation of its services. The details of that document are the subject of a "Peer Challenge", due to be completed on 6 December 2011, the results of which will be reported verbally to Cabinet.
- 5.8 The Self Evaluation forms the basis of the draft Local Account which will be used to consult with residents, people who use services and partners about whether the priorities identified in it are the right ones. Publishing the Local Account in draft form will provide DASS with an opportunity to learn lessons and obtain feedback on how it can improve this report in the future. The draft Local Account and associated survey is attached as Appendix.

6. RELEVANT RISKS

- 6.1 The Risk to the Council of not publishing a Local Account is that it will be unable to develop the appropriate evidence of improvement for the Peer Review in 2012.

7. OTHER OPTIONS CONSIDERED

- 7.1 The publication and consultation are recommended as best practice by the Association of Directors of Adult Social Services. The Local Account will be published on the Council's internet and discussed with a number of service user and carer groups; the experience of learning from this may lead to other options to be used in future years.

8. CONSULTATION

- 8.1 The requirement to publish and consult on a Local Account is part of the Government's stated aims to "...drive improvement through a focus on outcomes and greater transparency." Consultation will be carried out through the internet and with a number of service user and carer groups.

The objective of which is to consider views regarding the priorities of the Department of Adult Social Services in 2012/13. In turn these priorities will be used to underpin the business plan for the Department in the forthcoming year.

9. IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

9.1 It will be appropriate to include members of the voluntary, community and faith sector in consultations on the Local Account as their work is integral to that of the Department.

10. RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

10.1 The resource implications that arise through the development of the priorities for the Department through the Local Account will need to be addressed as part of the on going Budget and Business Planning processes of the Council.

11. LEGAL IMPLICATIONS

11.1 None identified

12. EQUALITIES IMPLICATIONS

12.1 Has the potential impact of your proposals been reviewed with regard to equality?

No – There is no overall Equality Impact Assessment; it will be necessary to address individual Assessments as they arise as part of the work programme that emerges from the Self Evaluation process, the Peer Challenge feedback and the priorities that emerge from the Local Account.

13. CARBON REDUCTION IMPLICATIONS

13.1 None identified.

14. PLANNING AND COMMUNITY SAFETY IMPLICATIONS

14.1 There are no specific planning implications within this report.

REPORT AUTHOR: **Steve Rowley**
Head of Finance and Performance
Telephone: (0151) 666 3662
email:stephenrowley@wirral.gov.uk

Appendix

Department of Adult Social Services

Draft Local Account

December 2011

Contents

1	What is a Local Account?	7
2	Wirral Council Local Account.....	12
2.1	Enhancing the quality of life of the people of Wirral who have care and support needs	12
2.2	Delaying and reducing the need for care and support	14
2.3	Ensuring that the people of Wirral who use services have a positive experience of care and support.....	16
2.4	Safeguarding people in Wirral whose circumstances make them vulnerable and protecting them from avoidable harm.....	19
3.	Local Account Survey	24

1 What is a Local Account?

In March 2011 the coalition government published its strategy to improve adult social care through a focus on outcomes and greater transparency. As part of this the Care Quality Commission (CQC) have withdrawn their system of annual inspection of adult social care departments. Instead, Local Authorities are expected to be responsible for their own improvement, and to identify their own needs through self evaluation.

This is to be supported by three mechanisms:

- A national Adult Social Care Outcomes Framework (ASCOF)
- The collection of a new National Data Set and
- The development, at a Local Authority level, of a Local Account.

The Local Account is intended to let residents know how well adult social care has performed, and is an opportunity for Councils to make more information available to their residents on their achievements, challenges and priorities.

The Department of Adult Social Services has recently undertaken a self evaluation of its services. This forms the basis of the draft Local Account which will be used to consult with residents, people who use services and Partners about whether the priorities identified in it are the right ones. Publishing the Local Account in draft form will provide DASS with an opportunity to learn lessons and get feedback on how it can improve this report in the future.

The Department of Health have introduced the Adult Social Care Outcomes Framework (ASCOF) to measure the performance of Adults Social Care departments, and this document is structured under the four main headings from that framework;

1. Enhancing quality of life for people with care and support needs
2. Promoting independence, delaying and reducing the need for care and support
3. Ensuring that people have a positive experience of care and support
4. Safeguarding adults who circumstances make them vulnerable and protecting them from avoidable harm

A series of bullet points under each heading outlines some of DASS key achievements from 2011 and sets out the priorities for 2012-13.

NHS Changes

The Council is working closely with the NHS to ensure that the changes taking place nationally are implemented smoothly in Wirral. It is also working with its partners on closer integration of health and social care.

The Council is an early implementer of Shadow Health and Wellbeing Board which will have an important role in bringing together the whole system, driving opportunities for the health and wellbeing of the population and promoting joint commissioning and integration in health, social care and public health.

The Health and Wellbeing Board is responsible for developing a Health and Wellbeing Strategy and it is hoped that as this Local Account develops, it will become an important component of this Strategy for the residents of Wirral.

Knowing the local area

It is important that the Council understands the local community in order to provide services tailored to the needs of residents. There are a number of ways in which this is done:

Equality & Diversity

The Council has an equality and diversity policy, which is published on the Council's website

<http://www.wirral.gov.uk/my-services/community-and-living/equality-diversity-cohesionhttp>

The policy sets out the Council's corporate commitment to promote equality and prevent discrimination.

JSNA (Joint Strategic Needs Assessment)

The Council and the Primary Care Trust are required to complete an assessment of needs through the Joint Strategic Needs Assessment (JSNA). The aim of this document is to identify where there are needs in the community so services can be designed accordingly. The full report is available online

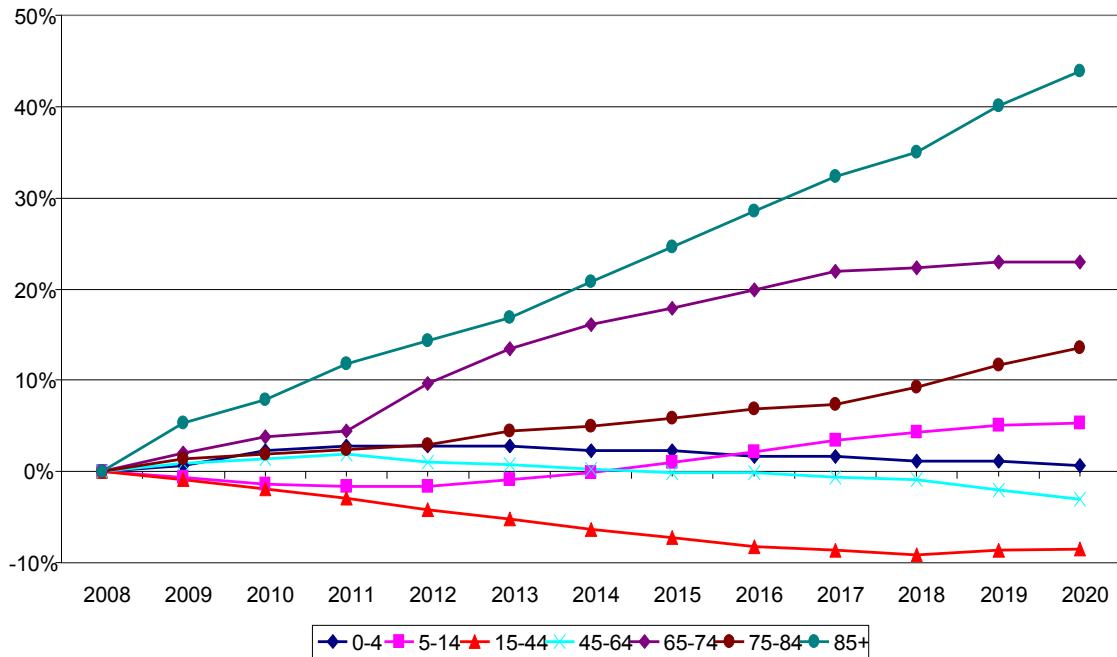
<http://www.wirral.gov.uk/my-services/council-and-democracy/local-strategic-partnership/joint-strategic-needs-assessment>

and explores a wide range of health and social care needs for both children and adults.

Challenges for the future

The 2010 JSNA highlighted one key local issues for DASS.

1. The number of older people is set to increase considerably over the next two decades. By 2031 it is estimated that 26% of the Wirral population will be aged 65 or above. This will have a considerable impact on health and social care services, as the number of older people presenting with health related problems increases. This could also have a considerable impact on the number of family carers in Wirral. Within this ageing population, there is expected to be a 123% increase in the population over 85 by 2033.



Wirral Resident Population Projections by Age Group (Persons) Mid-2008 to Mid-2033

Age Group	Population (thousands)						% Change 2008-33
	2008	2013	2018	2023	2028	2033	
0-4	18.2	18.4	18	17.7	17	16.5	-9.3
5-9	17.4	18.6	18.8	18.4	18.2	17.5	0.6
10-14	19.3	17.4	18.6	18.9	18.5	18.3	-5.2
15-19	20.6	18	16.1	17.3	17.6	17.3	-16
20-24	18.3	17	14.9	13.5	14.5	14.9	-18.6
25-29	15.6	19.2	18.3	16.3	14.9	16	2.6
30-34	14.9	15.8	19.3	18.7	16.7	15.3	2.7
35-39	20.1	15	16.2	19.6	19.2	17.2	-14.4
40-44	22.6	20.1	15.1	16.3	19.8	19.4	-14.2
45-49	22.4	22.3	19.8	14.9	16.2	19.6	-12.5
50-54	20.4	22	21.9	19.4	14.6	16	-21.6
55-59	20.5	19.6	21.3	21.2	18.9	14.2	-30.7
60-64	20	19.4	18.7	20.4	20.4	18.1	-9.5
65-69	15.6	18.7	18.2	17.7	19.3	19.4	24.4
70-74	13.7	14.2	17.2	16.9	16.5	18.2	32.8
75-79	12	11.9	12.6	15.4	15.2	15	25
80-84	8.9	9.4	9.8	10.6	13.1	13.1	47.2
85+	7.9	8.9	10.4	12	14.1	17.6	122.8
All Ages	308.4	305.9	305.2	305.2	304.7	303.6	-1.6

Source: Office for National Statistics, 2011

How much does DASS spend?

Adult social care accounts for 26% of the Council's total budget for 2011-12. The table below shows how this is shared between people with different needs.

	Gross £	Income £	Net £
Older people	58,627,800	(22,919,200)	35,708,600
People with mental health needs	10,236,700	(3,467,500)	6,769,200
People with a physical disability	13,491,000	(4,587,700)	8,903,300
People with a learning disability	31,608,200	(14,126,600)	17,481,600
Drugs & alcohol	229,900	(29,500)	200,400
Management, support, training & development	10,714,200	(10,714,200)	-
Total	124,907,800	(55,844,700)	69,063,100

The Council is required to publish full audited accounts each year, the 2010-11 accounts can be found at <http://www.wirral.gov.uk/my-services/council-and-democracy/budgets-and-spending/annual-accounts>

The Council budget for 2011-12, along with other information on the Council's budget and spending is also available at <http://www.wirral.gov.uk/my-services/council-and-democracy/budgets-and-spending/budgeting>

Who is it spent on?

Over 10,000 people, with a variety of needs, are receiving adult social care services or have received services in 2011-12. This includes services based in the community, as well as residential and nursing care.

Total number of people who received services during 2010-11 by type of service, gender and age group

	18-64		65 and over	
	Female	Male	Female	Male
Community-based services	1,392	1,411	3,566	1,722
Residential care	111	201	678	245
Nursing care	30	36	485	192
Total people	1,533	1,648	4,729	2,159

Total number of people who received services during 2010-11 by need, gender and age group

	18-64		65 and over	
	Female	Male	Female	Male
Physical Disability	577	415	3,932	1,787
Mental Health	542	628	469	235
Learning Disability	352	531	62	44
Substance Misuse	2	9	2	3
Other Vulnerable People	60	65	264	90
Total people	1,533	1,648	4,729	2,159

2 Wirral Council Local Account

2.1 Enhancing the quality of life of the people of Wirral who have care and support needs

How DASS supports people to...

- Live their own lives to the full and achieve the outcomes that matter to them by accessing and receiving self directed assessment and a personal budget
- Support each other within their own communities by building community capacity
- Receive high quality provision by improving its own and externally provided services
- Be at the centre of everything DASS does by developing a person centred culture

Performance Highlights in 2011

Achievements	Outputs/Outcomes
<ul style="list-style-type: none"> • Following approval by elected members in October 2010 the introduction of personalisation and personal budgets was brought in through a revised system of Self Directed Assessment (SDA), a generic points based Resource Allocation System (RAS), support planning and outcomes based reviews, this is now the universal offer for adults with disabilities and older people with social care needs in Wirral. This represents a major shift to a personalised outcomes based social care service underpinned by the values of choice and control. All those who are Fair Access to Care Services eligible receive the offer of a personal budget to purchase either a commissioned service or a direct payment • Developing the capacity of the community to help DASS deliver services. 	<ul style="list-style-type: none"> • The Department met the national target for NI130 (Offer of a personal budget) in March 2011. As at 21 October 2011 90% of eligible service users are undertaking self directed assessments (SDA), 59% of whom were choosing self directed support. Performance in this latter area shows slow but steady improvement and remains on trend to meet the target of 80% by March 2012. • The percentage of people receiving assessments within 24 hours has risen from 78% in April 2011 to 81% as of 21 October 2011. • The percentage of people receiving support packages within 28 days has risen from 88% in April 2011 to 93% as of 21 October 2011 <p>These include:</p> <ul style="list-style-type: none"> • Developing social enterprises in Learning Disability • Supporting the Older Peoples Parliament • Citizenship sub group of Learning Disability Partnership Board • The mental health user group • The carers association

<ul style="list-style-type: none"> • A fully established co located Children's and Adults' transition team in place in learning disability services. Supporting a revised protocol developed with parent carer representatives which is now in the final stage of completion • The Department, in partnership with Wirral Methodist Homes has developed Fellowship House, a supported living scheme for seven young adults with learning disabilities • A restructure has been agreed to strengthen the Department's ability to deliver its improvement strategy including additional staff to assure quality in contracts. 	<ul style="list-style-type: none"> • A revised transitions protocol which systematically tracks children with complex needs to ensure early support planning of adult social care support • Residents were fully involved in the design and implementation of the project, pooling their personal budgets to collectively purchase care and support • This included allocating an additional £900,000 and re-allocating £669,000 of existing resources
--	---

Areas for Improvement in 2012

It can be seen from the above that a great deal of activity has taken place to develop Personalisation. The Department is offering real control to an increasing number of people, has significantly improved the quality of a number of its services and is developing a more systematic approach to involving service users and carers.

The major challenge over the next 12 months will be to 'embed' all of the improvements highlighted above so that they become systematic and become a natural way in which the Department works. The Department recognises that one way to achieve this is to develop its approach to strategic commissioning and to ensure that service users and carers are involved in this process from an early stage.

Key Indicators	2011 Performance	2012/13 Targets
1 a) Increase in the proportion of people with health and social care needs and carers who report an enhanced quality of life	88% of people responding to the Adult Social Care Survey reported satisfaction with their services.	90% of people responding to the 2012/13 Adult Social Care Survey report satisfaction with their services.
1 b) Increase in the proportion of people who say they have control over their daily life	75% of people responding to the Adult Social Care Survey say they feel in control.	77% of people responding to the 2012/13 Adult Social Care Survey report feeling in control.
1 c) Increase in the proportion of people receiving self directed support.	80% of all those who approach the Department for support are now self-directing their support.	90% of all those who approach the Department for support in 2012/13 are self-directing their support.

1 d) Carer reported quality of life.	82.3% of Carers responding to the Carers Survey reported 'alright' or 'better' quality of life as a result of services.	84% of Carers responding to the 2012/13 Carers Survey reported 'alright' or 'better' quality of life as a result of services.
1 e) Increase in the proportion of adults with learning disabilities in paid employment.	3.75% of those people with a learning disability known to the department are in paid employment.	7% of those people with a learning disability known to the department in 2012/13 are intended to be in paid employment.
1 f) The proportion of adults in contact with mental health services in paid employment	9% of those people with mental health issues known to the department are in paid employment.	10% of those people with mental health issues known to the department in 2012/13 are intended to be in paid employment.
1 g) Increase in the proportion of adults with learning disabilities who live in their own home or with their family	55.72% of those people with a learning disability known to the department are in settled accommodation.	65% of those people with a learning disability known to the department in 2012/13 are intended to be in settled accommodation.
1 h) Increase in the proportion of adults in contact with secondary mental health services living independently, with or without support	66% of those people with mental health issues known to the department are in settled accommodation	80% of those people with mental health issues known to the department in 2012/13 are intended to be in settled accommodation.

2.2 Delaying and reducing the need for care and support

How DASS supports people to...

- Have access to good quality information and advice
- Have the opportunity to have the best health and wellbeing throughout their life by working with partners to ensure that universal services i.e. available to all, target the needs of disadvantaged groups
- Receive early diagnosis, intervention and reablement services so that they and their carers are less dependent on intensive services
- Receive the support they need in the most appropriate setting, to enable them to regain their independence
- Receive the support they need in the most appropriate way so that their care needs are met and their personal dignity maintained

Performance Highlights in 2011

Achievements	Outputs/Outcomes
<ul style="list-style-type: none"> • The sourcing of an Information Hub. This has been developed in conjunction with Voluntary and Community Action Wirral. • The Healthy Homes Initiative focuses on reducing identified hazards and supporting residents to access a wide range of services to gain the support they may need. This includes, amongst others, supporting people to improve their incomes, stop smoking, reduce risk of house fires and improve the energy efficiency and affordable warmth of their homes. Early intervention by agencies reduces the impact on other public services and improves outcomes for individuals • The POPIN service provides support to older people who do not meet FACs eligibility criteria • The Department has been a partner in the development of two new purpose built Extra Care facilities Willowbank and Mendell Court, providing a model of long term care and support allowing for independent living. Support contracts are in place to deliver personalised support including an innovative joint health and social care contract in one of these facilities which allows for the delivery of health and social tasks through one independent sector support provider 	<ul style="list-style-type: none"> • An additional £73,060 will be invested by DASS to support development of the Wirral Well Website (Subject to Cabinet approval) which is an online hub for wellbeing, health and social care services • Since 2010 the Healthy Homes initiative has completed over 500 referral forms, of which 478 referrals have resulted in interventions by partner agencies • The total number of Extra Care places now available in Wirral is 203 units across five establishments; one scheme (Cherry Tree) specifically supports 10 older people with dementia

Areas for Improvement in 2012

It can be seen from the above that the Department is committed to an approach based on early intervention. There is some evidence that interventions at other levels, particularly around reablement are having a positive impact on service delivery and cost.

The challenges to the Department over the next twelve months are:

a) to develop Success Criteria that show savings which result from investment in Universal Services

b) to develop its approach to strategic commissioning.

Key Indicators	2011 Performance	2012/13 Targets
2 a) Decrease in permanent admissions to residential and nursing home care, per 1000 population	As a proportion, 2.13 of every 1,000 people are admitted into residential and nursing homes.	The proportion of people who are admitted into residential and nursing homes in 2012/13 is intended to be 1.5 per 1,000 people
2 b) Increase in the proportion of people (65) and over who were still at home 91 days after discharge from hospital into re-ablement/rehabilitation services	91.77% of people discharged from hospital into re-ablement/rehabilitation are still at home after 91 days.	92% of people discharged from hospital into re-ablement/rehabilitation services in 2012/13 are still at home after 91 days.
2 c) Decrease in the number of delayed transfers of care from hospital	As a proportion, 2.9 of every 100,000 people are recorded as 'delayed discharges' from hospital.	The proportion of people who are admitted into residential and nursing homes in 2012/13 is intended to be 1.9 per 100,000 people in 2012/13.
2 d) Increase in the proportion of people who can access support and information to manage their care needs	48% of people responding to the Adult Social Care Survey reported finding it 'fairly' or 'very' easy to find information about services.	55% of people responding to the 2012/13 Adult Social Care Survey report finding it 'fairly' or 'very' easy to find information about services.
2 e) Increase in the proportion of carers who can access support and information to manage their care needs	38% of Carers responding to the Carers Survey reported finding it 'fairly' or 'very' easy to find information about services.	40% of Carers responding to the 2012/13 Carers Survey report finding it 'fairly' or 'very' easy to find information about services.

2.3 Ensuring that the people of Wirral who use services have a positive experience of care and support

How DASS supports people to...

- gain maximum satisfaction with their experience of care and support service
- have a broad range of choice in the local care and support market
- have real control over the resources used to secure care and support

- be actively involved in the design, development, delivery and review of care and support arrangements

Performance Highlights in 2011

Achievements	Outputs/Outcomes
<ul style="list-style-type: none"> • Family carers were directly involved in agreeing the new service providers in the reprovision of supported living services for eighty service users. • Furthermore, each individual has developed a personalised and bespoke support plan which explicitly shows what outcomes need to be achieved for each person and are clearly measurable. In addition to this there has been a group plan developed in order to ensure that all collaborative and shared services and resources were considered. From the outcomes of the individual plans, service specifications have been drawn up that clearly identify what care and support was required for each establishment; these have been developed by the individuals themselves to ensure that they are able to give very clear instructions to providers and establish clear service level agreements which will enable them to meet their outcomes, identified within the support plans • Piloting a new approach to daytime provision for people with disabilities that will improve and transform outcomes and access to training, education and employment. This will support the development of a social enterprise hub and explore the possibility of future business models in relation to further developing a social enterprise, a community interest company or a mutual • In the past year the Learning Disability Partnership Board (LDPB) has been transformed with new governance arrangements and business planning structure. Service users and their carers have been an integral part of this transformation, ensuring that the new structures are fit for purpose 	<ul style="list-style-type: none"> • Budget saving: £1,610,650 • Supported Living - people now living where they want with a provider of their choice. • A business planning day with over 30 delegates from across the Council, NHS Wirral, other partners such as Methodist Housing and services users and carers took place on 10 October 2011

<ul style="list-style-type: none"> • The “Dignity in Care” campaign with Wirral Link undertook two surveys, one relating to individuals experiences of using Health and Social Care Services, the other eliciting feedback on specific services • A feedback mechanism has been introduced to enable parents and carers to inform staff at Girtrell Court and Sylvandale of their experiences of the service. • Office of National Statistics data shows that there are approximately 30,000 carers in Wirral, of whom 2,500 are known to the Department 	<ul style="list-style-type: none"> • 79% people thought they had been treated with Dignity and respect on the individual survey. Overwhelmingly positive response to service specific survey • The feedback form has enabled the Department to make changes to various systems, processes and working practices to improve the customer experience. • 66.9% of those who completed the Carers Survey and received services thought that this had made things easier for them. Also, 61.9% of those who received a service were fairly, very or extremely satisfied with their service.
---	---

Areas for Improvement in 2012

It can be seen from the above that a great deal of activity has taken place to ensure that people have a positive experience of care and support. The Department has significantly improved the quality of a number of its services and is developing a more systematic approach to involving service users and carers.

The challenges over the next twelve months are:

- a) to further develop practice in relation to co-production to ensure that users and carers are systematically involved in the strategic commissioning of services.
- b) to develop a more systematic approach to gathering service user and carer feedback with regard to a number of issues, including satisfaction measures.
- c) to develop the ability to use this information to inform commissioning decisions
- d) further develop the advice and information available to people who use services and their carers

Key Indicators	2011 Performance	2012/13 Targets
3 a) Increase in the number of people who use social care and their carers who are satisfied with their experience of care and support services	91% of people responding to the Adult Social Care Survey reported being 'quite', 'extremely' or 'very' satisfied with their services.	93% of people responding to the 2012/13 Adult Social Care Survey report being 'quite', 'extremely' or 'very' satisfied with their services.
3 b) Increase in the overall number of carers satisfied with social services	56% of carers responding to the Carers Survey reported being 'fairly', 'very' or 'extremely' satisfied with social services.	58% % of carers responding to the 2012/13 Carers Survey report being 'fairly', 'very' or 'extremely' satisfied with social services
3 c) Increase in the proportion of carers who report they have been included or consulted in discussions about the person they care for	51.5% of carers responding to the Carers Survey reported being included or consulted in discussions.	55% of carers responding to the 2012/13 Carers Survey report being included or consulted in discussions
3 d) Increase in the proportion of people who use services who find it easy to find information about support	37.9% of people responding to the Adult Social Care Survey say they find it easy to find information.	50% of people responding to the 2012/13 Adult Social Care Survey find it very or fairly easy to find information
3 e) All young adults who have a FACS eligible need will have a transitional plan in place 3 months before moving into Adult Social Care Services.	No existing target/benchmarking is available.	100% of transition plans are in place during 2012/13.
3 f) Determine the proportion of people who report they have been appropriately included and consulted in arranging their care.	No existing target/benchmarking is available.	55% of people responding to the 2012/13 Adult Social Care Survey report being included in arranging their care.

2.4 Safeguarding people in Wirral whose circumstances make them vulnerable and protecting them from avoidable harm

How DASS supports people to...

- Enjoy physical safety and feel secure
- Be free from physical and emotional abuse, harassment, neglect and harm,
- Be protected as far as possible from avoidable harm, disease and risk
- Be supported to plan ahead and have the freedom to manage risks in the way they wish

Performance Highlights in 2011

Achievements	Outputs/Outcomes
<p>A systematic review has taken place of policy, procedure and practice within DASS and across the Safeguarding Adults Partnership Board (SAPB) to ensure it is able to meet its statutory and lead responsibilities. Within this the following achievements have been made:</p> <ul style="list-style-type: none"> • Reviewed, revised and launched the inter-agency safeguarding procedures – ratified by the SAPB • Reviewed the membership and seniority of membership of the SAPB and capacity of sub-committees with refreshed Terms of Reference • Developed and agreed an annual report and business plan for the SAPB detailing key priorities for the year • Board members have agreed a self-assessment framework against national standards-final report due for completion January 2012 • Developed performance reports which track trends and will be available from November 2011 • An independent chair for the SAPB was appointed and new arrangements have been made for the Local Safeguarding Children’s Board (LSCB) chair to also chair the SAPB • The strengthening of safeguarding management within the Department • DASS have a dedicated lead Head of Branch (HoB) for safeguarding within the strategic leadership team to focus on this priority area 	<ul style="list-style-type: none"> • New interagency procedures launched August 2011 • Revised and improved safeguarding procedures embedded within DASS from May 2010 and revised further in July 2011 • Attendance now consistent and at the right level. Monitored by the SAPB Executive • Annual Report and Business Plan • Self Assessment Framework (consultation stage) • Weekly, operational and Board reports.

<ul style="list-style-type: none"> • Creation of a post of service manager, safeguarding, 3 new safeguarding officers, safeguarding contracts officer, a team support officer and Advanced Practitioners, Safeguarding • Improving practice by locating a safeguarding social worker in the Central Advice and Duty Team (CADT) • Refreshed the multi-agency training plan and enhanced training for front line managers who chair Safeguarding Conferences 	<ul style="list-style-type: none"> • Activity Data from 12 September (inception) to 7 October shows that approximately 50% of safeguarding contacts were dealt with by the social worker in CADT and did not need further safeguarding input.
--	--

Areas for Improvement in 2012

It can be seen from the above evaluation that a great deal of activity has taken place to develop the SAPB, invest in additional staffing resource and put in place effective policies and procedures, underpinned with training and staff development.

The major challenge over the next 12 months will be to establish the Performance Management Framework that will enable the partnership and the Department to know whether all these changes have been effective and whether the outcomes, which the Partnership has identified as “Success Criteria”, are being achieved.

In addition work is necessary to ensure greater clarity within the Partnership of respective roles and responsibilities, particularly in the context of NHS changes. DASS will also need to address this within the context of the new Departmental structure.

Training will need to be evaluated to ensure that it consistently delivers quality across agencies and embeds the culture of safeguarding in practice.

Key Indicators	2011 Performance	2012/13 Targets
4 a) Increase in the proportion of people who use services who feel safe.	No existing target/benchmarking is available.	75% of people responding to the 2012/13 Adult Social Care Survey report they feel safe.
4 b) Increase in the proportion of people who use services who say that those services have made them feel safe and secure.	91% of people responding to the 2012/13 Adult Social Care Survey say their services make them feel safe and secure.	93% of people responding to the 2012/13 Adult Social Care Survey report their services make them feel safe and secure.

<p>4 c) Increase in the number of safeguarding alerts dealt with in 24 hours</p>	<p>80% of all safeguarding alerts are dealt with in 24 hours.</p>	<p>100% of Safeguarding Alerts reported in 2012/13 are completed within 24 Hours.</p>
<p>4 d) Increase in the number of safeguarding referrals dealt with in 28 days</p>	<p>66.31% of all safeguarding referrals are dealt with in 28 days or fewer.</p>	<p>80% of Safeguarding Referrals in 2012/13 are completed within 28 Days.</p>

How to contact us

If you would like to provide feedback on this report, please get in touch using the following:

By email stephenrowley@wirral.gov.uk

By post PO Box 351
Birkenhead
Wirral
CH25 9EF

By completing the on-line survey attached and either returning it by email or posting it to the address above.

3. Local Account Survey

1. This Local Account contains four outcomes which Wirral Department of Adult Social Services (DASS) wishes to achieve for people.

a) Are these the right outcomes?

YES/NO

b) Are there any other outcomes DASS should consider?

2. This Local Account contains the following priorities:

- i. to develop commissioning**
- ii. to involve users and carers more in commissioning**
- iii. to develop better information so that DASS can say how well it is performing**
- iv. to make sure that all service changes are “bedded in”**

a) Are these the right priorities?

YES/NO

b) Are there any others DASS should consider?

3. This Local Account contains a number of performance measures to provide clarity about whether DASS is making progress towards achieving its outcomes.

a) Are they the right measures?

YES/NO

b) Are there any others DASS should consider?

4. Is there anything else you would like to tell us about this Local Account?

This page is intentionally left blank

HEALTH AND WELL BEING OVERVIEW AND SCRUTINY COMMITTEE

8 NOVEMBER 2011

36. CQC - IMPROVEMENT PLAN

The Interim Director of Adult Social Services submitted a report which advised the Committee of the completion by the Department of Adult Social Services of the Improvement Plan following the Care Quality Commission (CQC) Inspection in May 2010. The outcomes associated with the completed Plan would be reflected as part of the Departmental Self Evaluation process that was due to take place later in the year prior to a Peer Review in 2012.

Out of a total of 189 milestones in the Plan, all but 24 had been completed. The bulk of these incomplete ones were due to changes in circumstance, such as new legislation or policy. It was proposed that these 24 milestones were now incorporated, as appropriate, into the departmental business planning process, the Learning Disability Partnership Board planning process and the Safeguarding Adults Partnership Board planning process. In order to ensure these actions were “embedded” they would form part of the various performance management frameworks that would be monitored by both the Strategic Leadership Team of the department and the two Boards.

The Chair read out a comment from Councillor Ann Bridson, Chair of the CQC Improvement Working Group, which had met on several occasions to monitor the Improvement Plan. Councillor Bridson had stated that the Working Group had been ‘impressed with the breadth and speed of the recovery’.

Resolved – That this Committee agrees to sign off the Improvement Plan and recommend it to the Cabinet. Committee looks forward to the coming Self Evaluation of the Department of Adult Social Services and the Peer Challenge Review to follow.

This page is intentionally left blank

WIRRAL COUNCIL

CABINET

8 DECEMBER 2011

SUBJECT:	CARBON REDUCTION COMMITMENT ENERGY EFFICIENCY SCHEME REPORTING UPDATE
WARD/S AFFECTED:	ALL
REPORT OF:	LAW, HR & ASSET MANAGEMENT
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR BRIAN KENNY
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to inform Members on actions that have been taken to comply with the mandatory Carbon Reduction Commitment Energy Efficiency Scheme (CRCEES). The required Footprint and the Annual Reports were submitted via the Government Gateway by the deadlines. Summary reports confirming the latest submissions are included as Appendix 1 and Appendix 2.
- 1.2 The CRCEES has a legal requirement for participating organisations to carry out regular internal audits. An Interim Internal Audit was issued on 26 July 2011 and a Final Internal Audit was issued in October 2011. These are included as Appendix 3 and Appendix 4. Internal Audit has now programmed annual CRCEES audits to comply with the regulations.
- 1.3 The first purchase of allowances will take place between April and July 2012 after the Environment Agency send out the invoices. The allowance charges will be based on the emissions contained in the Annual report. A budget provision of £532,000 has been made to cover the cost based on the CRCEES guidance that was available at the time.
- 1.4 Calculations using current guidance and including administration costs suggest the cost of CRCEES compliance will be £487,583 assuming other cost elements are not introduced by the Environment Agency. The contribution of each responsible department to the projected cost is shown overleaf (Minute 416, Cabinet 19 March 2009 refers).

Responsible Department in 2010/11	Projected CRCEES Cost
Academy Schools	£ 26,976
Adult Social Services	£ 22,491
CYPD (Buildings)	£ 8,944
CYPD Schools	£ 212,800
Disposals	£ 349
Finance	£ 8,711
LHR&AM	£ 54,768
Pension Fund	£ 44,194
Technical Services	£ 108,350
TOTAL	£ 487,583

1.5 CRCEES allowance charges are based on the amount of energy consumed. If the amount of energy consumed is reduced, then so will the amount of CO₂ emitted and the cost. Meeting targets set under the Carbon Budget will help control this cost.

2.0 RECOMMENDATIONS

2.1 Members are requested to note this report and that:

- Reducing use of energy and meeting target set by the Carbon Budget will reduce emissions of Carbon Dioxide that will consequently reduce the allowance the Council will have to purchase.
- Reducing energy use will also minimise energy purchase costs.

3.0 REASONS FOR RECOMMENDATIONS

3.1 To inform Members that the Council has complied with the CRCEES in respect of submission dates and Internal Audit requirements.

3.2 To acknowledge that the Council could reduce the allowances it has to purchase by increasing the efficiency of energy use.

4.0 BACKGROUND AND KEY ISSUES

4.1 Members will be aware that the CRCEES is the mandatory emissions reporting scheme administered by the Environment Agency (EA). The Council was required to register as a full participant. The Scheme started in April 2010 and will run indefinitely.

4.2 The aim of the Scheme is to provide an incentive for organisations to reduce their energy use. Organisations that participate must monitor their energy use and purchase allowances for each tonne of CO₂ they emit that falls within the scheme. The more CO₂ an organisation emits, the more allowances it must purchase.

4.3 The published guidance is comprehensive and prescriptive. The scheme managers, the Environment Agency, have stated that 25% of participants will be subject to audit each year.

- 4.4 Participants must report at least 90% of their total carbon footprint emissions as defined by CRC Guidance. The online reporting prevents submission of the reports if the 90% rule is not complied with.
- 4.5 The CRCEES information is input to the reporting website in terms of energy used. The reporting system converts energy to CO₂ emissions by applying conversion factors that are published annually. These are subject to change.
- 4.6 The reporting website uses whole numbers only. The rounding method applied by the Environment Agency differs from most normal practice and leads to minor differences between the reported figures and emissions calculated from the same source information outside the reporting framework. The reporting organisation has no influence over the calculation process.
- 4.7 The initial 29 July 2011 submission deadline for reporting the Footprint and the Annual Reports was met. On 1st August 2011, The Environment Agency informed participants of an opportunity to make modifications to their submissions by 27 September 2011. Modifications were made to the Wirral submission following new information received and updated versions of the two reports were made on the due date. The Footprint and Annual Summary Reports received in confirmatory e-mails are included as Appendix 1 and Appendix 2.
- 4.8 The Footprint emissions report documents the total emissions for the 2010/11 financial year. This provides the baseline for the first phase that runs from 01/04/2010 to 31/03 2013. The Annual report shows the emissions excluding small gas users as provided for in the 90% reporting requirement but including the 10% penalty for energy consumption data that is classified as estimated
- 4.9 The CRCEES has a legal requirement for participating organisations to carry out regular internal audits. An Interim Internal Audit was issued on 26 July 2011 and a Final Internal Audit was issued in October 2011. These are included as Appendix 3 and Appendix 4. Internal Audit has now programmed annual CRCEES audits to comply with the regulations.
- 4.10 As published by the Chancellor of the Exchequer in the March 2011 Budget, the first charges for allowances for CRCEES emissions will be at a rate of £12 per tonne. This figure does not take account of other elements such as the Annual Subsistence Fee. CRCEES guidance has removed references to fixed price and safety valve sale administrative charges during their consultation and comment is not possible on the potential cost implications.
- 4.11 An initial budget provision of £532,000 in the 2012/13 budget was made to cover the additional CRCEES costs. It is calculated that the total cost of compliance for 2010/11 will be £487,583, subject to the EA not introducing additional costs before they issue the invoices. The revised total includes the annual subsistence fee and the annual license cost for the Carbon Counter compliance tool. Details are included in Item 9.0: Resource Implications.
- 4.12 CRCEES allowance charges are based on the amount of energy consumed. If the amount of energy consumed is reduced, then so will the amount of CO₂

emitted and the consequent cost. The CRCEES is an additional mandatory cost that the Council must meet at a time of severe budgetary pressure.

- 4.13 The annual targets set under Wirral's Carbon Budget are aimed at achieving the Corporate Objective of reducing emissions of CO₂ by 60% by 2025. Meeting these targets will reduce the energy use reported for the CRCEES and reduce the allowances that will have to be purchased.

5.0 RELEVANT RISKS

- 5.1 The aim of the CRCEES is to provide an additional incentive to reduce energy use. If this incentive is not made clear to those in a position to influence or directly control energy use, there is a risk that opportunities to reduce energy consumption will be missed.
- 5.2 CRCEES allowance costs are expected to rise. If use of energy is not managed effectively, costs will increase.
- 5.3 Non Compliance with CRCEES carries the risk of penalties including fines. The regulations permit prosecution.

6.0 OTHER OPTIONS CONSIDERED

- 6.1 No other options are relevant since the CRCEES is a mandatory scheme.

7.0 CONSULTATION

- 7.1 The consultation process with Departmental Management Teams will continue in order to address carbon reduction impacts that relate to the Carbon Budget and to demonstrate the links with CRCEES costs.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 8.1 There are no direct implications for voluntary, community and faith groups.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 9.1 CRCEES regulations required the Council to report emissions and cover costs for the Merseyside Pension Fund and Academy Schools in addition to the various Departments.
- 9.2 It is calculated that the basic cost of complying with the CRCEES will total £487,583 in the 2012/13 financial year, subject to the EA not introducing additional cost elements. This cost provides for purchase of allowances, the annual subsistence fee and the annual license fee for the compliance tool.

Responsible Department in 2010/11	Projected CRCEES Cost
Academy Schools	£ 26,976
Adult Social Services	£ 22,491
CYPD (Buildings)	£ 8,944
CYPD Schools	£ 212,800
Disposals	£ 349

Finance	£ 8,711
LHR&AM	£ 54,768
Pension Fund	£ 44,194
Technical Services	£ 108,350
TOTAL	£ 487,583

9.3 As required by Minute 416, Cabinet 19 March 2009, the contribution of each Department to the total was calculated using published CRCEES methods and apportioning the annual subsistence and compliance tool license fees according to their proportional contribution to the CO2 annual emission total. Individual site totals were allocated to each department according to the Asset list of 16 February 2011. It should be noted that the emissions reports apply to 2010/11 conditions and costs are allocated according to responsibilities at that time.

9.4 The annual cost of compliance can be reduced if the Council uses less energy and achieves, or exceeds, its annual Carbon Budget targets.

10.0 LEGAL IMPLICATIONS

10.1 Failure to comply with CRCEES regulations may result in legal action.

11.0 EQUALITIES IMPLICATIONS

11.1 There are no discrimination issues.

11.2 Equality Impact Assessment (EIA)

(a) Is an EIA required? No

12.0 CARBON REDUCTION IMPLICATIONS

12.1 The CRCEES is an additional incentive for participating organisations to reduce their carbon emissions by improving energy efficiency.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are no planning or community safety implications.

REPORT AUTHOR: Andrew Snow
Energy Conservation Engineer
Telephone: (0151) 606 2348
email: andrewsnow@wirral.gov.uk

APPENDICES

Appendix 1 CRCEES Footprint Report Summary
Appendix 2 CRCEES Annual Report Summary
Appendix 3 Interim Internal Audit Report – 26 July 2011
Appendix 4 Final Internal Audit Report – October 2011

REFERENCE MATERIAL

Statutory Instrument 2010 No 768 "The CRC Energy Efficiency Scheme Order 2010"

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Environment Overview and Scrutiny (Minute 35)	15 January 2008
Corporate Services Overview and Scrutiny (Minute 38)	22 January 2008
Cabinet (Item 416)	19 March 2009
Cabinet – Annual Electricity and Gas Contract Renewal (Item 261)	9 December 2010



Footprint report summary

Date created

27 September 2011

Your details

Phase: 1

Year: 2010/2011

CRC reference number: CRC3049267

Addressee: Mr James Wilkie Wirral Council

Designated change description: No organisational changes have occurred

Core supplies* (this excludes core supplies of gas to an EU ETS installation and CCA facility and core supplies of electricity to a CCA facility).

Fuel type	Supply	Measurement units	Calculated emissions (tonnes CO2)
Core electricity not covered by a CCA	21,223,802	kWh	11,482
Core gas not covered by EU ETS or by a CCA	93,730,378	kWh	17,208

Residual supplies: (Amount of residual fuel emissions as calculated from each fuel type listed as below)

Fuel type	Supply	Measurement units	Calculated emissions (tonnes CO2)
Burning Oil/ Kerosene/ Paraffin	34,570	litres	87

Electricity	20,663,989	kWh	11,179
-------------	------------	-----	--------

Gas Oil	806,003	litres	2,226
---------	---------	--------	-------

Natural Gas	4,940,748	kWh	907
-------------	-----------	-----	-----

Other fuel sources	
Description	Amount

EU ETS, CCA and exempt subsidiary emissions	
Core Energy Emissions covered by EUETS (tonnes of CO2)	0
Non-Core Energy Emissions covered by EUETS (tonnes of CO2)	0
Emissions covered by all CCA exempt undertakings (tonnes of CO2) (i.e. CCA emissions covered by a CCA exemption and other emissions which are not CCA emissions but which are covered by a CCA exemption)	0
Core Energy Emissions covered by CCA (tonnes of CO2) (where the emissions are not covered by a CCA exemption)	0
Non-Core Energy Emissions covered by CCA (tonnes of CO2) (where the emissions are not covered by a CCA exemption)	0

Emissions	
Total Footprint Emissions (tonnes of CO2)	43,089 Tonnes of CO2
Regulated Emissions (tonnes of CO2)	39,718 Tonnes of CO2
% of Footprint Emissions covered by Regulated Emissions	92 %
Total CRC Emissions (tonnes of CO2)	39,718 Tonnes of CO2

Residual measurement list*	
Description	Emissions (Tonnes of CO2)
Acres Road Sports Pavilion 0220/ Electricity other residual	0
Alexander Hall 0221/Electricity Other residual	1
Argyle St Arts Ctr 0501/Electricity other residual	1

Arrowe park 0222/Electricity other residual	58
Ashton Park 0224/ Electricity other residual	5
Balls Road LDG 0440/Electricity other residual	4
Barnston Primary School 0002/ Electricity other residual	31
Beach Lifeguard Service 0225/ Electricity other residual	14
Beaconsfield 0503/Electricity other residual	4
Bebington Cemetery 0227/ Electricity other residual	0
Bebington Civic Centre 0228/ Electricity other residual	88
Bebington High School 0103/ Electricity other residual	252
Bebington Munic Offices (VCAW) 0624/Electricity other residual	5
Bebington Town Hall 0611/ Electricity other residual	35
Bebington Town Hall Annexe 0612/Electricity other residual	16
Bebington Youth Club 0147/ Electricity other residual	8
Beckwith Family Centre 0441/ Electricity other residual	12
Bedford Drive Primary School 0003/Electricity other residual	8
Beechcroft 0613/Electricity other residual	4
Beechwood Community Centre 0229/Electricity other residual	15
Beechwood Library 0230/ Electricity other residual	18
Beechwood Recreation Centre 0231/Electricity other residual	51
Belvidere Road Rec Ground 0233/ Electricity other residual	16
Bidston Avenue Primary 0004/ Electricity other residual	51
Bidston Village CE Primary 0005/ Electricity other residual	23
Birkenhead High School Academy 0154/Electricity other residual	240
Birkenhead Neighbourhood College 0442/Electricity other residual	13

Birkenhead Park 0235/Electricity other residual	48
Birkenhead Park Depot 0415/Electricity other residual	15
Black Horse Hill Infants 0006/Electricity other residual	29
Black Horse Hill Junior 0007/Electricity other residual	23
Borough Road Playing Field 0237/Electricity other residual	3
Boswell Road Messroom 0239/Electricity other residual	6
Brackenwood Golf Club 0240/Electricity other residual	2
Brackenwood Golf Club Pro Shop 0240/a/Electricity other residual	4
Brackenwood Infant School 0008/Electricity other residual	27
Brackenwood Junior School 0009/Electricity other residual	29
Brentwood Nursery School 0135/Electricity other residual	37
Bridge Court (Sold 04/06/10) 0443/Electricity other residual	3
Bridle Road Playing Fields 0242/Electricity other residual	5
Bromborough Childrens Centre 0444/Electricity other residual	23
Bromborough Library & Civic Ctr 0243/Electricity other residual	28
Bromborough Social Centre 0456/Electricity other residual	18
Brookdale Primary School 0011/Electricity other residual	29
Brookfield Childrens Home 0445/Electricity other residual	8
Brookhurst Primary School 0012/Electricity other residual	19
Brotherton Park (Woodslea) 0244/Electricity other residual	3
Caldy Grange Grammar School 0151/Electricity other residual	2
Callister Youth Club 0148/Electricity other residual	11
Cambridge Road Day Centre 0446/Electricity other residual	12
Castleway Primary School 0013/Electricity other residual	43
Cathcart Street Primary 0014/Electricity other residual	26

Caxton Close Garages 0250/ Electricity other residual	0
Central Park 0251/Electricity other residual	32
Christ Church CE Prim (B'Head) 0017/Electricity other residual	43
Christ Church SE Prim (Moreton) 0015/Electricity other residual	51
Christ the King RC Aided Primary 0016/Electricity other residual	43
Church Drive Primary 0018/ Electricity other residual	32
Clare Mount School 0127/ Electricity other residual	61
Cleveland St Unit 12 0174/ Electricity other residual	0
Cleveland St Ind Units Llds Supp 0173/Electricity other residual	1
Conway Centre 0616/Electricity other residual	123
Coronation Park 0254/Electricity other residual	1
Council Kennels 0812/Electricity other residual	15
Dale Farm 0448/Electricity other residual	3
Dale Farm Cottage (Rangers Off) 0413/Electricity other residual	0
Dawpool CE Primary Sch 0020/ Electricity other residual	38
Delamere Community Centre 0451/Electricity other residual	3
Demesne St Messroom 0257/ Electricity other residual	7
Devon Gdns FAMC 0449/ Electricity other residual	4
Devonshire Park Primary 0021/ Electricity other residual	34
Eastham ATC 0450/Electricity other residual	31
Eastham Country Park 0258/ Electricity other residual	3
Eastham Library 0259/Electricity other residual	15
Eastham Youth Club 0146/ Electricity other residual	9
Eastway Primary School 0022/ Electricity other residual	36
Ebenezer Depot 0260/Electricity other residual	26

Egerton Grove 0618/Electricity other residual	41
Egremont Primary School 0023/ Electricity other residual	61
Elleray Park School 0128/ Electricity other residual	152
Esher House 0452/Electricity other residual	29
Ex Gilbrook School Site 0130/ Electricity other residual	54
Fellowship House 0453/Electricity other residual	1
Felltree Ho Demolished 20 08 10 0454/Electricity other residual	1
Fender Primary School 0024/ Electricity other residual	82
Fernleigh Resource Centre 0455/ Electricity other residual	51
Fishers Lane Change Rooms 0262/Electricity other residual	2
Flaybrick Cemetery 0263/ Electricity other residual	4
Foxfield School 0129/Electricity other residual	86
Frankby Cemetery 0266/Electricity other residual	11
Gautby Road Comm Ctr 0267/ Electricity other residual	27
Gayton Primary School 0025/ Electricity other residual	33
Girtrell Court 0457/Electricity other residual	108
Grange Cemetery 0268/Electricity other residual	10
Grange Cross La Bowls Pav 0269/ Electricity other residual	1
Grange Rd Public Conv 0863/ Electricity other residual	2
Grange Road West Sports 0271/ Electricity other residual	0
Greasby Community Centre 0272/ Electricity other residual	5
Greasby Infants School 0027/ Electricity other residual	28
Greasby Junior School 0028/ Electricity other residual	26
Greasby Library 0273/Electricity other residual	19
Great Meols Primary School 0029/ Electricity other residual	38

Green Lane Sports Ground 0274/ Electricity other residual	35
Greenleas Primary School 0030/ Electricity other residual	39
Grosvenor Ballroom 0278/ Electricity other residual	11
Grove Street Primary School 0031/Electricity other residual	44
Guinea Gap Leisure Complex 0280/Electricity other residual	11
Hadley Ave Sports Pav 0281/ Electricity other residual	0
Hamilton Quarter 0643/Electricity other residual	0
Hamilton Square Gardens 0282/ Electricity other residual	2
Handcard Ceramics 0459/ Electricity other residual	2
Harrison Drive 0283/Electricity other residual	23
Harrison Dr Pub Conv 0891/ Electricity other residual	5
Hayfield School 0131/Electricity other residual	26
Heswall Bowling Club 0285/ Electricity other residual	0
Heswall Day Centre 0460/ Electricity other residual	58
Heswall Hall & Comm Ctr 0286/ Electricity other residual	56
Heswall Library 0287/Electricity other residual	21
Heswall Primary School 0032/ Electricity other residual	31
Heygarth Primary School 0033/ Electricity other residual	8
Highcroft People's Centre 0461/ Electricity other residual	13
Higher Bebington Junior School 0034/Electricity other residual	38
Higher Bebington Library 0288/ Electricity other residual	11
Higher Bebington Playing Fields 0289/Electricity other residual	7
Hillcroft 0175/Electricity other residual	3
Hillside Primary School 0035/ Electricity other residual	51
HMS Conway Memorial 1158/ Electricity other residual	0

Holy Cross RC Primary School 0036/Electricity other residual	38
Holy Spirit Cath & CE Primary 0052/Electricity other residual	22
Hoylake Community Centre 0291/ Electricity other residual	20
Hoylake Golf Club 0292/Electricity other residual	41
Hoylake Holy Trinity CE Primary 0037/Electricity other residual	41
Hoylake Library 0293/Electricity other residual	8
Irby Cemetery 0297/Electricity other residual	2
Irby Library 0298/Electricity other residual	14
Irby Playing Field 0299/Electricity other residual	9
Irby Primary School 0038/ Electricity other residual	26
Ivy Farm Complex 0300/Electricity other residual	15
Kennet Close 0463/Electricity other residual	1
Kilgarth School 0132/Electricity other residual	25
Kings Parade 0301/Electricity other residual	12
Kingsway Primary School 0039/ Electricity other residual	19
Kylemore Community Centre 0346/Electricity other residual	3
Ladymount RC Primary 0040/ Electricity other residual	19
Landican Cemetery 0303/ Electricity other residual	88
Leasowe Common Public Conv 0922/Electricity other residual	1
Leasowe Early Years & ALC 0136/ Electricity other residual	42
Leasowe Lighthouse 0309/ Electricity other residual	6
Leasowe Play & Comm Ctr 0310/ Electricity other residual	7
Lift Bridge 0315/Electricity other residual	2
Lingham Park 0316/Electricity other residual	6
Lingham Primary School 0043/ Electricity other residual	82

Liscard Community Centre 0318/ Electricity other residual	6
Liscard Primary School 0044/ Electricity other residual	106
Livingston Street Comm Centre 0319/Electricity other residual	13
Lyndale School 0026/Electricity other residual	47
Manor Primary School 0045/ Electricity other residual	46
Manor Road LDG 0466/Electricity other residual	6
Mapleholme 0499/Electricity other residual	55
Marine Promenade 0325/ Electricity other residual	12
Mayer Hall 0622/Electricity other residual	3
Meadowcroft 0468/Electricity other residual	53
Meadowside School 0133/ Electricity other residual	108
Media Centre 0179/Electricity other residual	3
Mendell Primary School 0046/ Electricity other residual	28
Meols Parade Bowling Green 0328/Electricity other residual	0
Meols Parade Public Conv 0329/ Electricity other residual	2
Mersey Park 0330/Electricity other residual	3
Mersey Park Primary 0047/ Electricity other residual	33
Mill Hill Rd Bowls Pav 0331/ Electricity other residual	0
Millfields Primary School 0048/ Electricity other residual	35
Moreton Area Offices 0623/ Electricity other residual	25
Moreton Community Centre 0332/ Electricity other residual	13
Moreton Cross Pub Conv 0852/ Electricity other residual	0
Moreton Family Centre 0471/ Electricity other residual	11
Moreton Library 0334/Electricity other residual	36
Moreton Special Care Unit 0472/ Electricity other residual	22

Moreton Youth Club 0145/ Electricity other residual	7
Mosslands drive Sports Pavilion 0336/Electricity other residual	4
Mosslands School 0106/Electricity other residual	330
MPF 38 Curzon Street/Electricity other residual	407
MPF 7th Floor Castle Chambers/ Electricity other residual	77
MPF Carpark Lighting (Harveys)/ Electricity other residual	9
MPF Cunard Building CBRL 44/ Electricity other residual	9
MPF Ext Lighting 241/243 Brooklands/Electricity other residual	31
MPF Farnham Retail Park/ Electricity other residual	9
MPF Investments Liverpool/ Electricity other residual	38
MPF Kiosk 2 Unit 16/Electricity other residual	0
MPF Lids Supply Willowbrook Ret Pk/ Electricity other residual	4
MPF St Nicholas House/Electricity other residual	9
MPF Temp Bldrs Supply Helical Ret Ctr/electricity other residual	2
MPF Tunsgate Shopping Centre/ Electricity other residual	49
New Brighton Ch Ctr Sat Off 0156/ Electricity other residual	3
New Brighton Primary School 0050/Electricity other residual	55
New Ferry Football Pav 0338/ Electricity other residual	4
New Ferry Public Convenience 1125/Electricity other residual	5
New Ferry Village Hall 0337/ Electricity other residual	9
North Road Rehab Unit 0474/ Electricity other residual	8
Oakenholt Complex ATC 0626/ Electricity other residual	6
Oakenholt Road Inpection Unit 0620/Electricity other residual	8
Orrets Meadow School 0137/ Electricity other residual	28

Our Lady & St Edwards 0051/ Electricity other residual	38
Our Lady of Pity 0053/Electricity other residual	61
Oval Sports Centre 0342/ Electricity other residual	19
Overchurch Infant School 0054/ Electricity other residual	37
Overchurch Junior School 0055/ Electricity other residual	57
Overton Community Centre 0343/ Electricity other residual	18
Oxton St Saviour CE Primary 0056/Electricity other residual	26
Park High School 0110/Electricity other residual	277
Pennant House 0627/Electricity other residual	4
Pensall House 0475/Electricity other residual	83
Pensby Childrens Centre 0060/ Electricity other residual	11
Pensby Infants School 0058/ Electricity other residual	27
Pensby Library 0347/Electricity other residual	7
Pensby Wood Day Centre 0477/ Electricity other residual	32
Poll Hill Road Bowling Green 0349/Electricity other residual	0
Portland Primary School 0061/ Electricity other residual	35
Poulton Lancelyn Primary School 0062/Electricity other residual	55
Poulton Primary School0063/ Electricity other residual	36
Prenton Library 0351/Electricity other residual	7
Prenton Primary School 0064/ Electricity other residual	55
Prenton Resource Centre 0480/ Electricity other residual	7
Quarry Recreation Ground 0353/ Electricity other residual	11
Quarrybank Industrial Estate 0180/ Electricity other residual	2
Queens Park 0354/Electricity other residual	1
Raeburn Primary School 0065/ Electricity other residual	45

Rake Lane Cemetery 0355/ Electricity other residual	29
Rake La Rec Gnd Chge Rooms 0356/Electricity other residual	4
Recreation Ground Messroom 0358/Electricity other residual	1
Riverside Day Centre 0494/ Electricity other residual	33
Riverside Primary School 0066/ Electricity other residual	31
Rock Ferry High School 0116/ Electricity other residual	1
Rock Ferry One Stop Shop 0644/ Electricity other residual	79
Rock Ferry Primary School 0067/ Electricity other residual	71
Rosclare House 0483/Electricity other residual	17
Royden Park 0406/Electricity other residual	9
Rycroft Road New Sports Pavilion 0360/Electricity other residual	18
Sacred Heart 0068/Electricity other residual	25
Sandbrook Primary 0069/ Electricity other residual	35
Saughall Grange Rec Grnd 0341/ Electricity other residual	2
Seacombe Childrens Centre 0488/ Electricity other residual	46
Seacombe Community Ass 0486/ Electricity other residual	2
Seacombe Library 0363/Electricity other residual	40
Solar Campus 0140/Electricity other residual	111
Somerville Primary 0070/Electricity other residual	70
South Wirral High School 0117/ Electricity other residual	308
St Albans Aided Primary 0071/ Electricity other residual	64
St Andrews CE Primary 0072/ Electricity other residual	35
St Annes RC Primary 0088/ Electricity other residual	31
St Anselms Academy 0152/ Electricity other residual	181
St Bridgets CE Primary 0073/ Electricity other residual	63

St Georges Primary 0074/ Electricity other residual	84
St Johns RC Infants 0075/ Electricity other residual	32
St John's RC Junior 0076/ Electricity other residual	40
St Josephs Birkenhead 0077/ Electricity other residual	25
St Josephs Upton 0078/ Electricity other residual	40
St Josephs Wallasey 0079/ Electricity other residual	28
St Laurences RC Primary 0080/ Electricity other residual	18
St Marys Church site 0120/ Electricity other residual	8
St Marys Hair & Beauty Academy 0122/ Electricity other residual	15
St Michael & all Angels 0082/ Electricity other residual	26
St Pauls RC Primary 0083/ Electricity other residual	38
St Peter & Pauls 0084/ Electricity other residual	21
St Peters CE Primary 0085/ Electricity other residual	30
St Peters RC Primary 0086/ Electricity other residual	18
St Werburghs RC Aided Primary 0087/ Electricity other residual	43
Stanton Road Primary 0089/ Electricity other residual	54
Star Design 0489/ Electricity other residual	19
Storeton Quarry 0182/ Electricity other residual	6
Storeton Road Work Shed 0368/ Electricity other residual	0
Sylvandale 0490/ Electricity other residual	45
The Grange 0372/ Electricity other residual	7
The Observatory School 0096/ Electricity other residual	44
The Old Court House 0621/ Electricity other residual	68
The Priory CE Primary 0091/ Electricity other residual	49
The Priory Ruins 0352/ Electricity other residual	54

The Salt Barn 0563/Electricity other residual	5
Thingwall Primary 0092/Electricity other residual	17
Thornton Hough Primary 0093/Electricity other residual	26
Thornton Hough Convenience 1068/Electricity other residual	2
Thornton Hough Rec Ground 0373/Electricity other residual	0
Tower Grounds Play Area 0375/Electricity other residual	4
Town Lane Infants 0094/Electricity other residual	25
Townfield Primary 0095/Electricity other residual	80
Townmeadow Lane Pavilion 0376/Electricity other residual	15
Transport & Constr Svs Depot 0639/Electricity other residual	67
Treasury Building 0630/Electricity other residual	39
Turntable Building 0506/Electricity other residual	1
Union Street Day Centre 0492/Electricity other residual	3
Upton Hall School 0153/Electricity other residual	0
Upton Library 0378/Electricity other residual	12
UTC Centre 0642/Electricity other residual	1
Vale House 0379/A /Electricity other residual	22
Vale Park 0379/Electricity other residual	2
Victoria Bowling Green 0380/Electricity other residual	14
Victoria Hall 0383/Electricity other residual	9
Victoria Park 0384/Electricity other residual	14
Wallasey Central Library 0387/Electricity other residual	36
Wallasey School 0121/Electricity other residual	348
Wallasey Town Hall 0632/Electricity other residual	317
Wallasey Town Hall South Annexe 0634/Electricity other residual	52

Wallasey Village Library 0388/ Electricity other residual	10
Warren Park Golf Course 0390/ Electricity other residual	10
Well Lane Primary 0097/Electricity other residual	47
West Kirby Grammar Girls 0123/ Electricity other residual	266
West Kirby Marine Lake 0324/ Electricity other residual	8
West Kirby Primary 0098/ Electricity other residual	60
Westbourne Hall 0392/Electricity other residual	5
Willowtree Resource Centre 0496/ Electricity other residual	70
Windsor Close Comm Ctr 0395/ Electricity other residual	2
Wirral Business Centre 0181/ Electricity other residual	15
Wirral Country Park 0396/ Electricity other residual	25
Wirral Grammar School (Boys) 0124/Electricity other residual	251
Wirral Hospital School 0109/ Electricity other residual	66
Wirral Museum 0236/Electricity other residual	59
Wirral Transport Museum 0377/ Electricity other residual	37
Woodchurch CE Primary 0099/ Electricity other residual	33
Woodchurch Road Primary 0100/ Electricity other residual	67
Woodlands Primary School 0101/ Electricity other residual	43
Woodslee Primary School 0102/ Electricity other residual	36
Young Persons Project 0149/ Electricity other residual	8

Climate Change Agreement (CCA) Information	
Participant status	No CCAs

***Please note that the fuel types in the boxes marked with an asterisk should be reported in your annual reports (subject to any changes**

to your residual measurement list brought about by a designated change).



Email scams are an increasing problem. If you have received an email from the EA, NIEA or SEPA regarding the CRC Energy Efficiency Scheme that you consider to be fraudulent, please forward it to the following respective addresses:

For the EA – crc-operations@environment-agency.gov.uk

For NIEA – CRCNI@doeni.gov.uk

For SEPA - CRC@sepa.org.uk

We cannot reply to every email, but action is taken on each report received.

Please also do everything you can to ensure that the identifiers and passwords you use when accessing the CRC Registry are kept secure. You should not divulge your online User ID and password to anyone. Any suspicious activity should be reported to us immediately.



Annual report summary	
Date Created	27 September 2011

Your details	
Phase: 1	
Reporting Year: 2010/2011	
CRC reference number: CRC3049267	
Addressee: Mr James Wilkie Wirral Council	

Renewable energy data		
Type	Kilowatt Hours	Tonnes of CO2

Core supplies (this excludes core supplies of gas to an EU ETS installation and CCA facility and core supplies of electricity to a CCA facility)				
Fuel source	Actual supply	Estimated supply	Measurement unit	Calculated emissions (tonnes of CO2)
Core electricity not covered by a CCA	20,677,937	545,865	kWh	11,510
Core gas not covered by EU ETS or by a CCA	90,883,974	2,846,404	kWh	17,260

Residual measurement list fuels				
Fuel source	Actual supply	Estimated supply	Measurement unit	Calculated emissions (tonnes of CO2)
Electricity	12,667,168	7,996,821	kWh	11,610

Electricity Generating Credits		
	Kilowatt Hours	Tonnes of CO2
Electricity Generating Credits	0	0

Emissions for annual reporting year 2010/2011	
Total CRC Emissions (tonnes of CO2): 40,380	

SGU emissions	
SGU name	SGU emissions (tonnes of CO2)
Wirral Council	40,380

Early action metrics	
Emissions covered by carbon trust standard or equivalent	
Emissions (tonnes of CO2)	Scheme
0	None
Emissions covered by voluntary AMR - percentage: 0	

Turnover/ expenditure for report year: £ 326,628,000

Corporate responsibility responses	
Type	Answer
Discloses long term reduction targets	Yes
Discloses performance against long term reduction targets	Yes
Names director responsible for energy use	Yes
Engages employees in reduction of energy use	Yes
Report comments:	



Interim Internal Audit Report

Carbon Reduction

Design Consultancy Law, HR and Asset Management

26 July 2011

Distribution List:		
For Action		
1.	Andrew Snow	Energy Conservation Engineer
For Information		
1.	Ian Brand	Head of Asset Management
2.	Jim Wilkie	Chief Executive

Report produced by	Report authorised by
Amanda J Smith	Laura A Williams
Senior Auditor	Group Auditor
0151 666 3435	0151 666 3243
amandasmith@wirral.gov.uk	lawilliams@wirral.gov.uk

Internal Audit
Finance Department
Treasury Building
Cleveland Street
Birkenhead
Wirral
CH41 6BU

Contents

1. Introduction	Page 3
2. Objectives	Page 3
3. Scope	Page 4
4. Audit Opinion	Page 4
5. Findings	Pages 5 - 6
6. Customer Feedback	Page 7

1. Introduction

- 1.1 An interim audit has been undertaken of the Carbon Reduction system within Design and Consultancy, Department of Law, HR and Asset Management as part of the Internal Audit Plan. The purpose of the review was to evaluate the adequacy of controls present within the system to mitigate the identified risks and to provide an assessment and opinion for management of the overall control environment.
- 1.2 This report details the findings and recommendations emanating from this work. The content of the report reflects and summarises the points provided to A Snow, Energy Conservation Engineer, on 22 July 2011.
- 1.3 Internal Audit is keen to provide a quality service to all its clients. This report includes a Customer Feedback section which provides an opportunity to give feedback on the service you have received. Please ensure that A Snow, Energy Conservation Engineer completes and returns the Customer Feedback form, providing any additional comments, so as to assist our continuous improvement. A manager from Internal Audit may contact him to discuss the responses.
- 1.5 Thank you for your help and co-operation during the audit. Do not hesitate to contact Amanda J Smith if you should wish to discuss any aspect of this report further.

2. Objectives of the Audit

- 2.1 To provide assurance as required by the Environment Agency on the CRC Scheme Evidence Pack.

3. Scope of the Audit

- 3.1 The audit was undertaken using a risk based audit programme based on the guidance issued by the Environment Agency.
- 3.2 The focus of this audit was on the following key system activities:
- Registration
 - Procedures
 - Management Information Systems
 - Footprint Report
 - Annual Report
 - Evidence Pack
 - Estimates
 - Issues/Special Events Log
 - Fuel Consumption
 - Finance
- 3.3 The audit process was completed by:
- Discussions with the key officers involved in the system.
 - Walk through testing of a selection of the key system activities.
- 3.4 The Evidence Pack and the Annual and Footprint reports will be finalised by the submission deadline of 29 July 2011. Detailed audit testing will be undertaken on the completed evidence pack and reports during September/October 2011 and a further audit report will be issued.

4. Audit Opinion

- 4.1 Every Internal Audit report provides management with a clear assurance opinion on how effectively the system of control manages the risks in the area under review.
- 4.2 As detailed testing on the completed Evidence Pack will be completed in September/October 2011, it is not appropriate to provide a final audit opinion until after this. However, from the work carried out in this audit and the evidence obtained, the control environment as currently designed and operated appears to be operating in a satisfactory manner at this stage.
- 4.3 It is acknowledged that this scheme is still evolving and that further changes and guidance are expected from the Environment Agency in the coming months.

5. Findings

5.1 Areas of Good Practice

Registration

5.1.1 Wirral Council registered as a participant with the CRC scheme by the deadline of September 2010. A copy of the registration certificate was provided during the audit testing.

Procedures

5.1.2 Written procedures are in the process of being produced and will be available to all relevant staff. It is anticipated that this will be a work in progress due to the ongoing changes being made to the scheme by the Environment Agency.

Management Information Systems

5.1.3 Information, data and documentation is held securely and is only accessible to authorised persons.

5.1.4 Information is readily available for management review and reporting to members.

Footprint Report

5.1.5 Detailed audit testing will be undertaken in September/October 2011.

Annual Report

5.1.6 Detailed audit testing will be undertaken in September/October 2011.

Evidence Pack

5.1.7 Detailed audit testing will be undertaken in September/October 2011.

Estimates

5.1.8 Detailed audit testing will be undertaken in September/October 2011.

Issues/Special Events Log

5.1.9A spreadsheet is maintained of each site which details any queries relating to that site.

5.1.10 Carbon Counter has a facility which allows anomalies such as meter failures to be recorded.

5.1.11 The Systemslink database has a notes facility for recording any action being taken and where items such as meter failures can be recorded.

Fuel Consumption

5.1.12 Metered sites have been identified and any omissions highlighted and investigated as part of the monthly validation exercise.

Finance

5.1.13 A figure of £532,000 has been included within the Law, HR and Asset Management budget for the purpose of purchasing allowances in 2012. This was reported to Cabinet on 9 December 2010.

5.2 Key Areas for Development and Improvement

It was identified during the audit testing that the contacts registered on the Government Gateway system had not been updated following the departure of the Energy Manager.

Evidence has since been received that the contacts have been updated.

6. Customer Feedback

To help us to improve the service we deliver, it is important that you provide us with regular feedback. Therefore, please complete the following:

How satisfied were you with the overall service received from Internal Audit?								
Please Indicate	Very Satisfied		Satisfied		Dissatisfied		Very Dissatisfied	
<i>Please explain your answer</i>								

Page 403

If you would like to discuss any issues regarding this audit, please contact the Chief Internal Auditor.

Completed by:..... Signed: Date:.....

This page is intentionally left blank

Internal Audit Report

Carbon Reduction Commitment Energy Efficiency Scheme

Design Consultancy Law, HR and Asset Management

October 2011

Distribution List:		
For Action		
1.	Andrew Snow	Energy Conservation Engineer
2.	Susannah Friar	Property Manager
For Information		
1.	Ian Brand	Head of Asset Management
2.	Jim Wilkie	Chief Executive
3.	Peter Wallach	Head of Merseyside Pension Fund

Report produced by	Report authorised by
Amanda J Smith	Laura A Williams
Senior Auditor	Group Auditor
0151 666 3435	0151 666 3243
amandasmith@wirral.gov.uk	lawilliams@wirral.gov.uk

Internal Audit
Finance Department
Treasury Building
Cleveland Street
Birkenhead
Wirral
CH41 6BU

Contents

1. Introduction	Page 3
2. Objectives	Page 4
3. Scope	Page 4
4. Audit Opinion	Page 5
5. Findings	Pages 6-11
6. Recommendation Summary	Pages 12-13
7. Customer Feedback	Page 14

1. Introduction

- 1.1 Following the interim audit undertaken in July 2011 of the Carbon Reduction Commitment Energy Efficiency scheme (CRCEES) within Design and Consultancy, further audit testing has now been completed. The purpose of the review was to evaluate the adequacy of controls present within the system to mitigate the identified risks and to provide an assessment and opinion for management of the overall control environment.
- 1.2 This report details the findings and recommendations emanating from this work. The content of the report reflects and summarises the points discussed with A Snow, Energy Conservation Engineer, on 10 October 2011.
- 1.3 Please consider the report and complete the shaded sections, in consultation with other managers as appropriate, and return a copy to Amanda J Smith, by 25 November 2011, being aware of the following:
 - If a recommendation is not to be implemented, it will be assumed that the associated potential implications have been accepted. However, any medium and high priority recommendations not accepted will be reported at the next meeting of the Audit and Risk Management Committee, which you may be asked to attend to explain your reasons for non-acceptance.
- 1.4 Internal Audit is keen to provide a quality service to all its clients. This report includes a Customer Feedback section which provides an opportunity to give feedback on the service you have received. Please ensure this is completed and returned, providing any additional comments, so as to assist our continuous improvement. A manager from Internal Audit may contact you to discuss the responses.
- 1.5 Thank you for your help and co-operation during the audit. Do not hesitate to contact Amanda J Smith if you should wish to discuss any aspect of this report further.

2. Objectives of the Audit

- 2.1 To provide assurance as required by the Environment Agency on the CRCEES Evidence Pack.

3. Scope of the Audit

- 3.1 The audit was undertaken using a risk based audit programme based on the guidance issued by the Environment Agency.

- 3.2 The focus of this audit was on the following key system activities:

- Registration
- Procedures
- Management Information Systems
- Schools, Partners and PFI's
- Footprint Report
- Annual Report
- Evidence Pack
- Estimates
- Issues/Special Events Log
- Fuel Consumption
- Finance.

- 3.3 The audit process was completed by:

- Discussions with the key officers involved in the system.
- Review of the key system activities and documentation.
- Walk through testing of a selection of key system activities and calculations.
- Compliance testing of the key controls.

- 3.4 The Evidence Pack and the Annual and Footprint reports were finalised and submitted on 29 July 2011 and it is this submission upon which further detailed audit testing has been undertaken.

Following the submission of the reports on the 29 July 2011 the Department of Energy and Climate Change (DECC) and the Environment Agency granted a further submission date of the 27 September 2011 to allow for the CRCEES information to be improved. Wirral took advantage of this opportunity and submitted a further Annual and Footprint report by the 27 September 2011.

It is understood that the Environment Agency is considering simplifying the process, which may lead to further changes in the future.

4. Audit Opinion

- 4.1 Every Internal Audit report provides management with a clear assurance opinion on how effectively the system of control manages the risks in the area under review.
- 4.2 In our opinion, from the work carried out and the evidence obtained in both this audit and the interim audit undertaken in July 2011, the control environment as currently designed and operated provides a three star level of assurance.

In determining the assurance rating issued in an audit assignment, consideration is given to the number and priority of observations and recommendations raised. Four categories of rating are used:

Rating	Explanation
****	There is an excellent system of control in operation designed to ensure the achievement of the service or system's business objectives.
***	There is a good system of control in operation that is performing well but opportunities exist to enhance the control environment further.
**	There is an adequate system of control in operation; however significant improvements are required to ensure that weaknesses do not put the service or system's business objectives at risk.
*	The system of control in operation is in urgent need of improvement as existing controls do not meet minimum standards and are currently placing the service or system's business objectives at risk.

5. Findings

5.1 Areas of Good Practice

Registration

5.1.1 Wirral Council registered as a participant with the CRCEES scheme by the deadline of September 2010. A copy of the registration certificate was provided during the audit testing.

5.1.2 Contact details have been updated for the relevant officers and confirmation provided during the audit testing.

Procedures

5.1.3 Written procedures have been produced, are available to all relevant staff and have been included as part of the evidence pack. It is acknowledged that this is a work in progress document which will be updated as the scheme is embedded.

Management Information Systems

5.1.4 Information, data and documentation is held securely and is only accessible to authorised persons.

5.1.5 Information is readily available for management review and reporting to members.

Footprint Report

5.1.6 The Footprint report covering the period 1 April 2010 to 31 March 2011 was submitted by the deadline of 29 July 2011 and confirmation provided to Internal Audit.

5.1.7 Relevant energy supply has been included in the footprint report to demonstrate that at least 90% of the supply is covered by CRCEES. Supporting documentation is included in the evidence pack to support the figures reported for the sample of twenty nine sites examined by Internal audit.

Annual Report

- 5.1.8 The Annual report covering the period 1 April 2010 to 31 March 2011 was submitted by the deadline of 29 July 2011 and confirmation provided to Internal Audit.
- 5.1.9 Annual statements have been obtained from suppliers and included within the evidence pack.
- 5.1.10 The inclusion of the information within the Annual Report is evidenced by supporting documentation in each of the twenty nine sites examined.

Evidence Pack

- 5.1.11 The organisational structure records have been produced and included within the evidence pack.
- 5.1.12 For the sample of sites examined as part of this audit full supporting documentation is included within the evidence pack.

Estimates

- 5.1.13 In the sample of twenty nine sites examined eighteen were subject to an estimated supplier statement. Full supporting documentation is included within the evidence pack.
- 5.1.14 Where appropriate the approved direct comparison calculation has been applied and full supporting evidence included in the evidence pack. A walk through test of the calculation for St John Plessington Catholic College was included as part of the audit testing.

Issues/Special Events Log

- 5.1.15 A spreadsheet is maintained of each site which details any queries relating to that site.
- 5.1.16 Carbon Counter has a facility which allows anomalies such as meter failures to be recorded.
- 5.1.17 The Systemslink database has a notes facility for recording any action being taken and where items such as meter failures can be recorded.

Fuel Consumption

5.1.18 Metered sites have been identified and any omissions highlighted and investigated as part of the monthly validation exercise.

Finance

5.1.19 A figure of £532,000 has been included within the Law, HR and Asset Management budget for the purpose of purchasing allowances in 2012. This was reported to Cabinet on 9 December 2010.

5.2 Observations

A manual calculation was required for the energy consumption for St John Plessington Catholic College for the period 1 October 2010 to 31 March 2011 resulting in an estimated reading being reported. Although advised that the College forms part of the Authority's report the College has insisted that this is the responsibility of the Diocese.

A 10% uplift on all estimated readings is automatically applied by the CRCEES reporting system and applies to the Annual report only.

The Sustainability Unit is working towards reducing the incidence of estimated readings by encouraging the appropriate staff to report actual readings through the Energy Awareness Programme and the planned installation of Automatic Meter Reading.

5.3 Key Areas for Development and Improvement

5.3.1 Risk and Its Potential Implications

Actual meter readings may not be available which may result in an automatic 10% uplift being applied unnecessarily.

Schools may not be aware of the correct retention period for documents relevant to this process which may lead to documents being destroyed prematurely.

5.3.2 Finding

Although presentations have been held with the schools, roles and responsibilities for the reporting of data and meter reads have not been documented.

Some primary documentation used to support information included within the Footprint and Annual Reports is held at the school. Schools have not been made aware of the CRCEES requirements for the retention of these documents.

5.3.3 Recommendation

Procedures documenting the roles and responsibilities of schools in respect of CRCEES reporting should be produced. The appropriate retention periods for any prime documents used by the Authority in the CRCEES process and held at the school should also be included.

Appropriate communication methods for procedures and reminders to be cascaded to schools should be used and which may include the iWisch system.

5.3.4 Priority level (See Section 6 for explanation)

Medium

To be completed by client:			
Recommendation agreed?			Yes/No
Target date for implementation			
Client Comments			
Manager name		Signature	
Date			

Verification of Implementation

To be completed by auditor at follow up audit:			
Follow Up Audit Date		Auditor	
Progress	Implemented/ Partially/ Not Implemented		
Comments			
Follow Up Report Date			

5.4.1 Risk and Its Potential Implications

The Authority may be subject to a compliance order and Merseyside Pension Fund (MPF) may be subject to a financial penalty.

5.4.2 Finding

The Authority was required to submit its Annual and Footprint Report by the statutory deadline of 29 July 2011. Despite numerous requests from the Energy Conservation Engineer incomplete information was received from MPF in respect of its property portfolio in time for this submission and consumption was subsequently reported on the evidence available.

Following the submission of 29 July 2011 the DECC and the Environment Agency granted a further submission date of the 27 September 2011 to allow for the CRCEES information to be improved. The opportunity to improve the consumption reported for MPF was promptly taken and MPF was requested to supply full and complete evidence by 22 September 2011, a period of 7 weeks, to allow for the evidence to be scrutinised ensuring compliance with the process. Evidence indicates that every attempt was made by the Energy Conservation Engineer to obtain the outstanding information.

Complete evidence was not received by the required 22 September 2011 and the Energy Conservation Engineer was in regular contact with MPF Property Consultants from this date attempting to obtain all necessary evidence. Evidence was eventually received up to and including the 27 September 2011 however this did not allow sufficient time for the evidence to be scrutinised due to the volume of data that had to be input for the Authority to meet the deadline for its submission of the Annual and Footprint Reports.

5.4.3 Recommendation

To ensure full and prompt compliance with the CRCEES process in the future Merseyside Pension Fund should arrange a meeting with their property consultants and the Energy Conservation Engineer to discuss and implement procedures with regard to their CRCEES reporting.

Arrangements for this meeting should be made as soon as possible.

5.4.4 Priority level (See Section 6 for explanation)

High

To be completed by client:	
Recommendation agreed?	Yes/No
Target date for implementation	
Client Comments	

Manager name		Signature	
Date			

Verification of Implementation

To be completed by auditor at follow up audit:			
Follow Up Audit Date		Auditor	
Progress	Implemented/ Partially/ Not Implemented		
Comments			
Follow Up Report Date			

6. Recommendation Summary

In order to assist management in using our reports, we categorise our recommendations according to their level of priority:

High	Medium	Low
Matters that are fundamental and material to the system of internal control for the area under review.	Matters that are significant to the system of internal control for the area under review.	Matters that merit attention and would improve the overall control levels for the area under review.

Ref	Risk	Recommendation	Priority Level	Agreed Y/N (To be completed by client)
5.3.1	Actual Readings may not be available which may result in an automatic 10% uplift being applied unnecessarily. Schools may not be aware of the correct retention period for documents relevant to this process which may lead to documents being destroyed prematurely.	Procedures documenting the roles and responsibilities of schools in respect of CRCEES reporting should be produced. The appropriate retention periods for any prime documents used by the Authority in the CRCEES process and held at the school should also be included. Appropriate communication methods for procedures and reminders to be cascaded to schools should be used and which may include the iWisch system.	Medium	

Ref	Risk	Recommendation	Priority Level	Agreed Y/N (To be completed by client)
5.4.1	The Authority may be subject to a compliance order and Merseyside Pension Fund may be subject to a financial penalty.	To ensure full and prompt compliance with the CRCEES process in the future Merseyside Pension Fund should arrange a meeting with their property consultants and the Energy Conservation Engineer to discuss and implement procedures with regard to their CRCEES reporting. Arrangements for this meeting should be made as soon as possible.	High	

7. Customer Feedback (CRCEES audit)

To help us to improve the service we deliver, it is important that you provide us with regular feedback. Therefore, please complete the following:

How satisfied were you with the overall service received from Internal Audit?								
Please Indicate	Very Satisfied		Satisfied		Dissatisfied		Very Dissatisfied	
<i>Please explain your answer</i>								

If you would like to discuss any issues regarding this audit, please contact the Chief Internal Auditor.

Completed by:..... Signed: Date:.....

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank