



Economy Regeneration & Development Committee

Date:	Tuesday, 26 January 2021
Time:	6.00 p.m.
Venue:	On Microsoft Teams

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AGENDA

- 1. WELCOME AND INTRODUCTION**
- 2. APOLOGIES**
- 3. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST**

Members are asked to consider whether they have any disclosable pecuniary interests and/or any other relevant interest in connection with any item(s) on this agenda and, if so, to declare them and state the nature of the interest.

- 4. MINUTES (Pages 1 - 4)**

To approve the minutes of the meeting of the Economy, Regeneration and Development Committee held on 27 October 2020, attached.

- 5. PUBLIC AND MEMBER QUESTIONS**

- 5.1 Public Questions**

Notice of questions to be given in writing or by email, by 12noon, Thursday 21st January, 2021 to the Council's Monitoring Officer and to be dealt with in accordance with Standing Order 10.

5.2 Statements and Petitions

Notice of representations to be given in writing or by email by 12 noon – Thursday 21st January 2021, to the Council's Monitoring Officer and to be dealt with in accordance with Standing Order 11.1.

5.3 Questions by Members

Questions by Members to be dealt with in accordance with Standing Orders 12.3 to 12.8.

SECTION A - KEY AND OTHER DECISIONS

- 6. REVISED STATEMENT OF COMMUNITY INVOLVEMENT (Pages 5 - 170)**
- 7. PLANNING ENFORCEMENT POLICY (Pages 171 - 188)**

SECTION B - BUDGET AND PERFORMANCE MANAGEMENT

- 8. ECONOMY, REGENERATION AND DEVELOPMENT COMMITTEE BUDGET CONSULTATION (Pages 189 - 198)**

SECTION C - WORK PROGRAMME / OVERVIEW AND SCRUTINY

- 9. ECONOMY, REGENERATION AND DEVELOPMENT WORK PROGRAMME UPDATE (Pages 199 - 206)**
- 10. 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 paragraph 3 of Part I of Schedule 12A (as amended) to that Act. The Public Interest test has been applied and favours exclusion.

- 11. BIRKENHEAD TOWN DEAL - FUNDING REQUEST (Pages 207 - 220)**
- 12. CELTIC MANOR RESORT, HOYLAKE (Pages 221 - 252)**

ECONOMY REGENERATION & DEVELOPMENT COMMITTEE

Tuesday, 27 October 2020

Present:

Councillor A Leech (Chair)

Councillors	A Hodson	T Jones
	J Bird	D Mitchell
	D Burgess-Joyce	J Stapleton
	A Gardner	G Wood
	S Hayes	

1 WELCOME AND INTRODUCTION

The Chair welcomed everyone to the first meeting of the new Economy, Regeneration and Development Committee.

2 APOLOGIES

No apologies had been received.

3 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members were asked to declare any disclosable pecuniary interests and / or any other relevant interest and to state the nature of the interest.

Councillor Tony Jones declared a non-pecuniary interest by virtue of his membership of the Wirral Growth Company Board.

4 PUBLIC AND MEMBER QUESTIONS

The Chair reported that no questions or statements from members of the public had been submitted.

5 2021/22 BUDGET PROCESS

The Director of Regeneration and Place introduced a report on the budget setting process in this transition year to a committee system of governance for 2021/22 and described the financial position for 2021/22 which, as at Quarter 1, showed a deficit of £45m, and the actions being put in place to mitigate the gap.

These actions included a phased approach of five stages and also the timeline for the 2021/22 budget setting process of when budget proposals

were presented to the Policy and Services Committees for recommendation to Full Council to set the 2021/22 budget.

As this was a transition year, proposals had been identified and would be presented to the Committee by officers due to the tight timescale to approve the budget in a series of budget workshops. However, the Committee was encouraged to identify their own proposals for officers to work up, if within the timescale, to be included for the 2021/22 Budget. For future years this would become the usual process and throughout the year the Committee would be identifying proposals for officers to work up for the following year's budget.

Resolved – That the Council's current financial position and process for the 2021/22 budget in this transition year, be noted.

6 BUDGET AND PERFORMANCE MONITORING

A report by the Director of Regeneration and Place advised that that through the development of Wirral Council's new Governance arrangements and the approval of the Wirral Plan 2025 (currently being refreshed to reflect strategic priorities, as a result of Covid-19) the Authority had committed to developing a budget and performance monitoring framework, which honoured the Council's dedication to a more accountable, transparent way of conducting business, policy formation and decision making.

The report proposed that the Performance Framework was modelled on the Covid Dashboard set up at the start of the Coronavirus pandemic. The Committee were advised how this would enable clear and accessible data to be presented in a timely and meaningful way.

The report informed that there were a very wide range of data sets that could be included in the Dashboard, and it was proposed that the specific selection would be co-created with members to ensure it was of most relevance and benefit to members.

On a motion by Councillor Andrew Hodson, seconded by Councillor Steve Hayes, it was -

Resolved – That the proposals outlined in the report for shaping future Performance monitoring reports be noted, and that further discussions take place with the Committee Chair and Group Spokespersons in early November so that they can shape monitoring reports for the purposes of this Committee.

7 **ECONOMY, REGENERATION AND DEVELOPMENT COMMITTEE WORK PROGRAMME UPDATE REPORT**

A report by the Director of Law and Governance, advised how the Economy, Regeneration and Development Committee, in co-operation with the other Policy and Service Committees was responsible for proposing and delivering an annual committee work programme. The work programme should align with corporate priorities of the Council, in particular the delivery of the key decisions that were in the remit of this Committee.

It was envisaged that the work programme would be formed from a combination of key decisions, standing items and requested officer reports. The report provided the Committee with an opportunity to plan and regularly review its work across the municipal year. The work programme for the Economy, Regeneration and Development Committee was attached as an appendix to the report.

In response to Members' comments, the Director of Regeneration and Place assured the Committee that a number of the suggested themes of environment, social benefits, local procurement creating local jobs and future energy schemes did run through the Council's regeneration proposals and he would ensure that there was a particular focus on these issues.

Resolved – That the comments of Members and the proposed Economy, Regeneration and Development Committee work programme for the remainder of the 2020/21 municipal year, be noted.

8 **EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

In response to a Member's comment, the Director of Law and Governance stated that the Council would always do its utmost to ensure no report coming before a committee was totally exempt, by means of an open report with exempt appendices. However, there were some rare occasions when the Council's business affairs and the business affairs of other persons should not be put in to the public domain at all because that in itself would alert people to negotiations which the Council was having and could damage the Council's business position and that was the position with the next agenda item.

On a motion by Councillor Steve Hayes, seconded by Councillor Gillian Wood, it was -

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined by paragraph 3 of Part I of Schedule 12A (as amended) to that Act.

9 **HIND STREET: COLLABORATION AGREEMENT**

The Committee considered a report of the Director of Regeneration and Place on proposals for the regeneration of Hind Street, Birkenhead.

After a debate and the Director having responded to questions from Members, it was moved by Councillor Tony Jones, seconded by Councillor Andrew Hodson and then -

Resolved (unanimously) – That,

- (1) the project objectives for Hind Street, Birkenhead, be agreed;**
- (2) the complexities of the project are noted and support is given for working with the Liverpool City Region Combined Authority and other partners;**
- (3) the agreement between the Council, and those bodies as detailed in the report and appendix, be approved, and the Director of Law and Governance be authorised to complete a Collaboration Agreement;**
- (4) it be noted that, subject to agreement in principle being reached with the other stakeholders, a further report will be brought to a future meeting of this Committee.**



ECONOMY REGENERATION & DEVELOPMENT COMMITTEE

Tuesday, 26 January 2021

REPORT TITLE:	REVISED STATEMENT OF COMMUNITY INVOLVEMENT
REPORT OF:	DIRECTOR OF REGENERATION AND PLACE

REPORT SUMMARY

The purpose of this report is to seek approval to a revised Statement of Community Involvement (SCI). The current SCI, which was adopted in March 2014, sets out the Council's minimum consultation and engagement requirements during the preparation of the Local Plan, Supplementary Planning Documents, Neighbourhood Plans and the determination of planning applications. It is necessary to update the SCI to be legally compliant, take account of recent Government advice on temporary changes to consultation arrangements arising from the Covid 19 emergency, to include guidance on arrangements for Neighbourhood Plans, and to reflect new opportunities for best practice engagement offered by web based applications.

RECOMMENDATION/S

The Committee is asked to:

1. Agree that the Statement of Community Involvement attached at Appendix 1 be adopted; and
2. Delegate authority to the Director of Regeneration and Place to make minor, non-material formatting and typographical changes to the Statement of Community Involvement prior to publication.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 The Statement of Community Involvement is the Council's statutory planning document that sets out how the Council will meet the statutory requirements for engagement and consultation in the Planning System.
- 1.2 Since the existing Statement of Community Involvement was adopted in March 2014 there have been a number of changes to legislation and guidance. Most importantly the Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2017 sets out a requirement for Statements of Community Involvement to be reviewed every 5 years starting from the date of adoption. An updated Statement of Community Involvement is needed to ensure that:
 - a) This statutory document is appropriate and relevant;
 - b) meets statutory requirements in terms of the period of review; and
 - c) The Council is not open to potential financial risks, costs and legal challenges with respect to engagement and consultation in the planning system.
- 1.3 The Government has also published guidance on temporary changes to engagement and consultation on planning matters during Covid 19 restrictions which need to be incorporated into an updated SCI.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 The 2017 amendments to the planning regulations introduced a statutory requirement for Statements of Community Involvement to be reviewed every five years. Therefore, the review and adoption of this new document is essential and no other options have been considered.

3.0 BACKGROUND INFORMATION

- 3.1 A draft Statement of Community Involvement (2021) has been prepared to take into account the main changes to legislation and guidance since the current SCI was adopted in March 2014 including latest Government guidance on temporary changes to consultation requirements during the Covid 19 emergency and requirements for social distancing.
- 3.2 The document sets out how individuals and organisations with an interest in development in the area can be involved in planning matters in the Borough including:
 - how and when the public will be consulted on new planning policy documents such as the Local Plan and Neighbourhood Plans;
 - how and when members of the public can comment on planning applications, as well as other forms of application for development submitted to the Council;

3.3 Key changes from the current adopted SCI are:

- Introduction of information on guidance for Neighbourhood Planning and Community Infrastructure Levy;
- Removal of requirement for consultation with focus groups during the regulation 18 stage of the local plan preparation to be replaced with workshops;
- Removal of public meetings as a specific form of consultation to be replaced by walk in information events;
- Inclusion of additional web based methods for consultation; and
- Details of temporary arrangements during the Covid 19 emergency in accordance with Government guidance which includes:
 - Engagement on the preparation of the Local Plan through online meetings and telephone discussions;
 - Not making consultation hard copy Local Plan documents available for physical inspection during the period when Covid-19 restrictions apply. The updated regulations will apply until 31st December 2021. The Council may consider the implementation of an appointment system for the public inspection of consultation documents where Covid-19 related restrictions still apply;
 - While Covid-19 restrictions remain in place, all planning application documentation will only be made available on the Councils website and will not be available for physical public inspection; and
 - While Covid-19 related restrictions remain in place, the Council will undertake planning committee meetings through virtual online meetings. The public can watch and participate in accordance with the Council's constitution in virtual online committee meetings.

4.0 FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications relating to the preparation of a new SCI. However, there are implications for the consultation arrangements set out within it and the need to balance public expectations regarding the types of consultation techniques with the costs and time involved. The costs of the range of consultation set out in the revised SCI can be met from within the current Local Plan and Development Management budgets but may need to be reviewed as each new document is prepared.

5.0 LEGAL IMPLICATIONS

- 5.1 The Planning and Compulsory Purchase Act 2004 - Part 2, para 18 states that the Local Planning Authority must prepare a Statement of Community Involvement and review it every five years, starting from the date of adoption of a local plan.
- 5.2 The SCI attached is in conformity with The Town and Country Planning (Development Management Procedure) Order 2015 which establishes requirements for consultation on planning applications, and the Town and Country Planning (Local Planning) (England) Regulations 2012 which set out minimum standards for community engagement in the development of planning policy. In addition, the Localism Act 2011 introduced a legal duty on local planning authorities to engage constructively, and on an ongoing basis on strategic cross borough issues, and to support neighbourhood forums wishing to take forward neighbourhood plans. The minimum standards can be exceeded, if required in particular cases but once formally adopted cannot be reduced or amended without further formal revision to the SCI.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

- 6.1 Engagement and consultation are an accepted part of the work of the Planning Service. The level of resource required to carry out engagement will vary with the type of engagement and the revised SCI has sought to balance the aspiration of the public for further engagement with cost and time implications which can be managed within current staffing and budget. The move to online consultation will require additional training for staff to maximise the benefits and ease of use by consultees.

7.0 RELEVANT RISKS

- 7.1 Key risks relate to non-compliance with the SCI – resulting in legal challenges - and the need to balance public aspirations regarding consultation and involvement in planning decisions, with available budgets. These risks will be mitigated by following the consultation methods set out in the SCI which are set out out as minimum requirements.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 There is no statutory requirement to consult on a SCI. However, given the nature of the document the Council undertook a consultation on a draft SCI between 8th October and 5th November 2020. Comments received have informed the drafting of the final SCI document at Appendix 1.
- 8.2 The consultation attracted 180 comments from 39 respondents as set out in the consultation report at Appendix 2.
- 8.3 The comments raised did not introduce any fundamental changes to the content or structure of the SCI. A summary of the key issues raised is set out below:

Key Issue	Response
The need for early feed back on consultation events	The Council will endeavour to publish feed back on consultation events on its web site as soon as is practicable. However, this may not be possible when significant numbers of comments are received and the analysis of these requires further work to be undertaken to inform the Council's response. The Council can therefore only commit to publish comments and its response at the next stage of the Plan making process
Concern over removal of public meetings from consultation events	The SCI sets out the Council's minimum requirements for engagement and consultation. Public meetings are not considered appropriate for engaging with local communities in an inclusive and accessible way. Walk in events where often complex planning issues can be explained on a one to one basis is considered to be more effective.
Request for early consultation/ publication of Local Plan evidence studies	There is no legal requirement to publish evidence studies in advance of key Local Plan making stages
Newspapers should still be used to advertise consultation events	This is no longer a legal requirement in most cases. Newspapers are now less widely distributed in hard copy format
Request for enhanced notifications for planning applications on sites within the Green Belt and on non material amendments to planning permissions	All Ward Councillors are notified by Email Alert of all new (valid) applications received in their Ward. Interested third parties can register with the web page and can search for planning applications by a number of fields (including Ward) and can track the progress of such applications. Non-material amendment applications are not subject to publicity and by definition relate to proposals that do not materially alter an earlier planning approval.

EQUALITY IMPLICATIONS

9.1 Wirral Council has a legal requirement to make sure its policies, and the way it carries out its work, do not discriminate against anyone. An Equality Impact Assessment (EIA) is a tool to help council services identify steps they can take to ensure equality for anyone who might be affected by a particular policy, decision or activity. An EIA has been produced and concludes that due to the nature of the project there are no adverse impacts identified for any protected groups. The revised SCI sets out the minimum methods and timing of engagement with members of the public in the preparation of Local Plans and other planning policy documents, and in the planning application process. The SCI will be made available in different formats on request and requires more targeted consultation for 'hard to reach' groups.

9.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

10.1 The revised SCI sets out the minimum methods and timing of engagement with members of the public in the preparation of Local Plans and other planning policy documents, and in the planning application process. This will include the opportunity to comment on relevant environment and climate change matters relating to the Local Plan and specific planning applications. The increased use of online consultation could have a positive impact due to the reduction in the number of paper copies of documents to be printed and distributed.

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APPENDICES

Appendix 1 – Revised Statement of Community Involvement 2021
Appendix 2 – Consultation Report

BACKGROUND PAPERS

Current adopted Statement of Community Involvement (March 2014)
<https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/community-involvement-local-planning/statement>

Government Covid 19 guidance on planning matters (13 May 2020)
<https://www.gov.uk/guidance/coronavirus-covid-19-planning-update>

SUBJECT HISTORY (last 3 years)

Council Meeting	Date

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**Appendix 2: Wirral Statement of Community Involvement update 2021: Consultation on draft SCI- 8th October and 5th November 2020
Consultation Statement.**

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
1	SCI10	Objection	We have had to highlight this Submission as an 'Objection' as there are a few points with which we disagree or consider omitted, but we also make comments.	Noted	No
2	SCI10	Objection	Would it be possible to indicate what items are at variance with National Guidance and Law? 2.13 and elsewhere.	No items are at variance with national law	No
3	SCI10	Objection	Whenever Community Involvement occurs, early feedback needs to be given in form of Notes or Minutes uploaded to the Council Website under a clear heading, with what was heard/discussed, what was learned, is to be used or not and why. 2.16	Subject to the nature of the consultation and the number and complexity of comments received the Council will publish a summary of comments received and the key issues raised as soon as practicable after the end of the consultation and no later than to accompany the next stage of policy document preparation were applicable.	No
4	SCI10	Objection	Not to be "summarised" but included verbatim; and not "may be" but "will be publicised".	It is not always practicable to publish comments received on public consultations in full. The Council is piloting new digital consultation portals which will enable responses to public consultation to be provided in	Yes change 'may be' to 'will be publicised'

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
				full as received subject to redacting any personal details.	
			3.11		
5	SCI10	Objection	The required arrangements for requesting to appear or be heard at the Independent Examination - timing, deadline, etc. - should be in the SCI.	The text will be amended to indicate how a request to attend the examination can be made at the time of submitting representations. It will be for the Inspector to decide who will be invited to appear at the examination.	Yes. Change Para 3.11 to read Anyone who makes representations seeking a change to the proposed submission draft Local Plan within the appropriate deadline will, at the time of submitting their representation, be given the opportunity to request to appear and be heard by the person appointed to carry out the independent examination of the local plan. The decision as to who will be invited to appear at the Examination hearing sessions will be made by the Inspector.

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
					Also include new footnote in para 3.11 to state 'The Representation Form will include an opportunity to request to attend the oral part of the examination'
			3.13		
6	SCI10	Objection	In addition to the name of the Planning Inspector, their Contact Details should be provided.	All contact with the Inspector during the Local Plan Examination is through the Programme Officer. Contact details for the Inspector will therefore not be provided.	Yes insert at Para 3.13 'The Programme Officer will be the contact point for the Inspector'
			3.17 and 3.22		
7	SCI10	Objection	Why are these periods different (6 weeks and 3 months) and especially the Local Plan one being shorter?	The 6 week period for legal challenge relates to Local Plans and is set out in Primary Legislation. The 3 month period relates to Supplementary Planning Documents and is set out in secondary legislation.	No
8	SCI10	Objection	Are these periods for notice of intention or to lodge the entire Judicial Review Case?	CLAIM FORM The claim form must be submitted within the statutory time limit. Guidance on making a claim is to file a Claim Form that meets the requirements set out in Ministry of	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
				Justice Court Procedure Rules Part 54. The primary requirement is to start the claim promptly within three months from the date of the decision challenged.	
			3.20		
9	SCI10	Objection	There has been separately the (unacceptable) suggestion that the Council would do away with Public Meetings where possible/legal. This would be anti-democratic as the 'Drop-in' events just present the Council's side of proposals whereas Public Meetings (in addition) provide the opportunity for airing and discussing other views, and questioning officers.	The SCI sets out the minimum requirements for undertaking consultation on planning policy documents and planning applications. Traditional public meetings could be arranged if the Council considered they were appropriate. However, not everyone is comfortable speaking at a public meeting. Walk in events where members of the public can have the opportunity to view information informally and inclusively and ask questions one-to-one directly to planning officers, have also been found to be the most appreciated and productive form of public engagement.	Yes add at the end of para 3.8 in the SCI saying "Traditional public meetings could also be arranged if the Council considered they were appropriate"
			Table 1.		
10	SCI10	Objection	Public Meetings should be included.	See Response to 9 above	
11	SCI10	Objection	Public Examination - include Contact Detail.	Noted thank you. Reference will be made to the contact details for the Programme Officer who will be the point of contact for the Inspector	Yes Add to Public Examination section of Table 1:

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
				being made available on the Local Plan Examination web pages.	'The name of the Inspector and Programme Officer will be made available on the Local Plan Examination web pages. The Programme Officer's contact details will also be provided as the point of contact for the Inspector.'
12	SCI10	Objection	Inspector's Report - also at Principal Office	Noted thank you	Yes Add Inspectors Report Section of Table 1: 'To be available for inspection at a principal office'
			Table 2.		
13	SCI10	Objection	Ditto Table 1.	See Response to 9 above regarding public meetings. Table 2 deals with Supplementary Planning Documents and the comments on Table 1 are not relevant.	No
			3.25		
14	SCI10	Objection	Publishing Surveys, Studies and Assessments arising from one LP Stage along with the Documentation	The Council will endeavour to publish studies, assessments etc in advance of the next appropriate stage in the	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			of the following Stage (as was done with the 2018DOR Consultation Responses, immediately before the Reg18 'Issues & Options' Consultation Documentation was published) may be convenient for the Council but it is unsatisfactory for the Public and other organisations who can be overwhelmed with the sheer weight of documentation, issues and Questions (running into >1,000 pages).	Plan Making process where possible but in most cases the studies are required to support decision making at the next stage in response to previous comments received and cannot be published before that decision is taken by Members. Advance publication may also not always be possible if it means that the plan preparation programme would be unreasonably extended. The Council will normally consider extending consultation periods where there is significant supporting documentation, where the plan preparation process allows.	
15	SCI10	Objection	As is being done between the ongoing Reg18 and Reg19, such Surveys, Studies and Assessments should be published and consulted upon as soon as each set is ready. The list of such Surveys, Studies and Assessments should be published with anticipated consultation dates as soon as they are started. (A list for the current LP is awaited but promised).	See response to 14.	No
16	SCI10	Objection	AND, (as agreed between WGSA and the Council) the Council must keep a Local Plan Archive online	A local Plan Policy Archive has been set up on the Council's website.	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			and clearly labelled and accessible of all superseded and otherwise not-to-be-included-going-forward documents.		
			Table 3.		
17	SCI10	Objection	Include Local Papers notifications to each section.	This is no longer a statutory requirement in all cases. and local newspapers are becoming a less effective form of notification as readerships reduce. For example, the Wirral Globe is increasingly moving online and the Liverpool Echo is too sparsely read in Wirral. The Council will explore the establishment of an online notification system for Planning related matters where people could register their interest to be notified automatically when new items appear. Previous respondents and neighbours to site-specific proposals are already automatically notified as each new stage is reached.	No
			Table 4.		
18	SCI10	Objection	Include Local Papers notifications to sections and at Principal Office.	See response to 17 above re Newspaper notifications	Yes Add where appropriate in Table 4:

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
					'To be available for inspection at a principal office'
19	SCI10	Objection	In last box, should "Making Neighbourhood Plan" be "Making Neighbourhood Order"?	Yes thank you	Yes amend text in final row of Table 4 to read 'Making Neighbourhood Plan Order'
20	SCI10	Objection	5.2 Who is consulted about CIL Charging Schedule?	Proposals will be published for public comment in the normal way. All registered contacts and statutory bodies would be consulted. Extra text could however be included in the SCI for the avoidance of doubt.	Yes amend table 5 to read 'Notification letters / emails to registered contacts and statutory consultees'
21	SCI10	Objection	5.4 and 5.7 "Anyone that" should read "Anyone who" – "that" refers to things.	Noted thank you	Yes change Paras 5.4 and 5.7 'Anyone that' to 'Any one who'
22	SCI10	Objection	Table 5. Include Local Papers notifications to each section.	See response to 17 and 18 above	No
23	SCI10	Objection	6.13 "or" to read "and/or".		Yes change para 6.13 to read 'The Council will specify the time

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
					and date by which comments must be received, and the postal and/ or email address to which they must be sent.'
24	SCI10	Objection	7.7 In view of the significance of Green Belt on Wirral to its attraction and both economic and social value, it would be good and seem proportionate for Applications involving Green Belt to be highlighted as such to Ward Councillors and notified to relevant community groups. This used to occur but is now not the practice.	Applications that are departures from the adopted Development Plan are subject to additional notification and decision making procedures. All Ward Councillors are notified by Email Alert of all new (valid) applications received in their Ward. Departures are also publicised by Press Notice. Interested third parties can register with the web page and can search for planning applications by a number of fields (including Ward) and can track the progress of such applications. <u>This allows for a significant element of self-service.</u> Statutory consultees are notified	No
25	SCI10	Objection	Table 7. The information seems to differ from the national Statutory Periods of Notice, which also vary with the type and scale of the development and whether an	The information set out in Table 7 is correct	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			Environmental Assessment (and/or others) is required.		
26	SCI10	Objection	7.11 It would be an improvement (even if not statutorily necessary) for those provided with Neighbour Notices and organisations who are registered for Notification to be alerted to there being any amendments to an application added to the Council Planning Webpages – “non material minor amendments” is a subjective term/judgement which should be the subject of timely scrutiny.	Interested third parties can register with the web site and this allows them to track changes to planning applications and keep informed of applications. Non-material amendment applications are not subject to publicity and by definition relate to proposals that do not materially alter an earlier planning approval.	No
27	SCI10	Objection	7.23 Typo: should read “material” and not “material” in third line.	Noted thank you	Yes Correct Typo
28	SCI10	Objection	7.28 The grounds given for any Refusal should be comprehensive and include any valid ones provided by Objectors – the reason for stressing this is to assist the Council’s Case at any Appeal and to avoid comments made from time to time by Appeal Inspectors to the effect that points expressed by Objectors had been noted (and had value) but were not taken into account in the decision-making process as they did not form part of the council’s case.	Decisions must be taken in accordance with the Development Plan unless there are material considerations that indicate otherwise. The weight to be afforded to individual objections is for the decision-maker to take into account. Refusals will take account of Development Plan policies and material considerations but the Decision is the LPA's (not objectors) so the Decision would not reference specifically those objections listed by objectors (though they will be taken	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
				into account in the decision where they are based on material planning considerations)	
29	SCI10	Objection	7.39 Typo: remove repeated “by” after bullet points as “by:” already precedes them.	Noted thank you	Yes correct typos
30	SCI10	Objection	Page 39 - General Consultation Bodies Table:		
31	SCI10	Objection	Environmental Groups & Societies - Typo: “Wirral Greenspace Alliance” should read “Wirral Green Space Alliance (WGSA)”.	Noted	Yes change title of WGSA as requested.
32	SCI10	Objection	National Bodies & Agencies – CPRE should be featured (here or elsewhere).	Noted	Yes CPRE added
33	SCI10	Objection	Heritage & History Societies – Wirral Archaeology should be added		Yes Wirral Archaeology added
34	SCI10	Objection	Should other Groups in WGSA be mentioned by Name?	Yes -Noted	Yes insert end note with list of Alliance members
35	SCI10	Objection	Wirral Green Space Alliance (WGSA) is a consortium of 31 local groups, including:		
			1. Barnston Village Conservation Society		
			2. Bebington Residents		

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			3. Bidston Village Conservation Area		
			4. Bromborough Society		
			5. Campaign to Protect Rural England (CPRE) Cheshire		
			6. CPRE Lancashire, Liverpool City Region & Greater Manchester		
			7. Claremont Group		
			8. Conservation Areas Wirral (CAW)		
			9. Defend Wirral's Green & Open Spaces		
			10. Eastham Village Preservation Association		
			11. Frankby Conservation Area Advisory Committee		
			12. Friends of Birkenhead Park		
			13. Greasby Community Association		
			14. Hamilton Square Conservation Area		
			15. Heswall Society, Irby Cricket Club		
			16. Irby, Thurstaston & Pensby Amenity Society (ITPAS)		
			17. King's Gap Conservation Area		
			18. Meols Drive Conservation Area		
			19. Mountwood Residents		

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			20. Oxton Society			
			21. Saughall Massie Conservation Area			
			22. Stop Hoylake Golf Resort Action Group			
			23. Storeton Residents Association			
			24. The Caldy Society			
			25. The Ramblers Wirral Group			
			26. The Wirral Society (CPRE Wirral)			
			27. Thornton Hough Community Trust Ltd			
			28. Thornton Hough Conservation Area Society			
			29. Wirral and Chester Wildlife			
			30. Wirral Barn Owl Trust			
			31. Wirral Footpaths and Open Spaces Preservation Society			
			Page 40 - General Consultation Bodies Table:			
	36	SCI10	Objection	Local Businesses – none shown	Noted	Yes add 'Registered Local Business consultees and Wirral Chamber of Commerce'
			Glossary			

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37	SCI10	Objection	Cabinet – term not in use any longer.	Noted thank you	Yes delete 'Cabinet'
38	SCI10	Objection	Constituency Committee – do these still exist?	Noted thank you	Yes delete 'Constituency Committee'
39	SCI10	Objection	Planning Inspector – Explanation – add at end, “or non-determination”	Noted	Yes add 'or non-determination'
40	SCI10	Objection	Glossary Terms not listed include: SCI, Equality, Privacy, etc.	Noted	Yes add description of SCI and Equality Statement
41			Page 51 – Table 1 – Typo: “Inspectors Report” should read “Inspector’s Report”.		
42	SCI18	Comment	This submission relates to the entire document entitled 'Wirral Council Draft Updated Statement of Community Involvement' (SCI). In line with the Localism Act 2011 and the National Planning Policy Framework (NPPF, 2019). As a local community organisation, Upton Village Community Group wishes to be involved with the planning process of Wirral Borough Council through their commitment to continuous community involvement. As a Community group we have formulated an Environmental Strategy for Upton Village and the surrounding area (copy available on	Noted.	Yes. Upton Village Community Group added to Local Civic Societies.

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			<p>request). As with everything else this has been impacted by Covid-19 and whilst it has been adopted by our Committee it has yet to be discussed with the wider area. We note that under the SCI the Council will provide advice and guidance to our group for any neighbourhood plan that we may undertake.</p> <p>I understand that you will be maintaining a database of contacts who wish to be involved or consulted on the preparation of local development documents. Would you please add my contact details to the database in question.</p> <p>Please contact me if you require any further information in order to register my wish to be involved in future planning decisions, neighbourhood planning and the Local Plan process.</p>		
43	SCI17	Comment	<p>4.14 If at least 50% of those voting are in favour ... The threshold needs to be higher than this, since the Plans will have considerable significance for the area. Neighbourhood Plans can and</p>	The threshold is set by National legislation	No

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			have been dominated by a small caucus of individuals		
44	SCI17	Comment	7.19 Weekly lists of planning applications requiring a Press notice. Your statement is that these will be published in the local press. A local press no longer exists and you will have to use other media.	Weekly/Monthly Lists can be searched via the planning applications pages on the web https://planning.wirral.gov.uk/online-applications/search.do?action=weeklyList	No
45	SCI17	Comment	9 Glossary Terminology The terminology contains "Cabinet", a system which is now thankfully defunct.	Noted	Yes – see 37 above
46	SCI17	Comment	ANNEX COVID-19 STATEMENT Section 3 Public information and involvement is paramount. Until secure and widespread systems have been created to replace public hearings and meetings, no significant planning decisions with high impact on communities should be made by the Council.	The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 enables decisions to be made by virtual meetings of the Council and its Committees and sets out how virtual meetings are to be conducted. All decisions of the Council will be made in accordance with this legislation during the pandemic.	No
47	SCI16	Comment	25/6.9 Please do not wait to publish major evidence studies alongside the Local Plan itself. e.g. please can	This is not always possible, as approval by the Council will not normally take place until the study	See response to 14 above

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			the Green Infrastructure Study and Environmental Capacity Study be published when the final version has been received and approved by WBC. These are major documents taking time to study. Volunteers such as ourselves have limited time, having to comment alongside our usual jobs/ caring responsibilities/ voluntary work for the community groups we represent. It is really important that large amounts of background information do not come out at the same time as the Local Plan Regulation 19 consultation	has been reported to Members, which is normally at the next major stage in the process.	
48	SCI16	Comment	7.7 Please make sure the statement in this paragraph works in practice. We are usually informed of applications adjacent to or affecting a SSSI, Local Wildlife site (SBI), Local Nature Reserve and some where protected species are an issue. However, occasionally applications slip through that and we only find out through other means. This shortens the time available for the relevant volunteer to respond, leading to last-minute panics. The Wirral & Cheshire Badger Group seems to have fallen off the contacts	Statutory consultees are consulted. Non-statutory consultees are identified by individual case officers having regards to the development proposed. Interested third parties have ways available to them via the planning search on the web to identify, keep track of and respond to applications they are interested in should they wish. This allows for a significant element of self-service.	No

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			list and to have failed to get back on. This may require a little work with the Local Wildlife Sites Partnership to identify which LWS have important badger interest, where advice from the Badger Group would be important to officers and members		
49	SCI16	Comment	Annex: Covid-19 statement. We recognise the current difficulties, but wider consultation methods need to be re-instated as soon as possible. Around 10% of Wirral people are not on internet or rely on mobile phones, which have screens too small to show planning maps and designs. The libraries are not open for people to look at the Internet there. So many people are currently effectively being excluded from planning matters. If the current restrictions are still in force when the Local Plan Regulation 19 comes out in February 2021, then there must be other methods developed to use. This could include finding ways to re-open library computer suites. The Wirral Globe has shrunk in delivery since the pandemic started (I have not had one delivered since	Noted. The Council will return to normal consultation methods as soon practicable and when advised by Government and our public health team. If Covid restrictions are still in place when the Council publishes the Local Plan for consultation at Regulation 19 efforts will be made to ensure that there are opportunities for people to get access to the web through Council owned facilities such as Libraries and Leisure Centres.	No

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			March) and some areas have never had it delivered e.g. Mill Park estate, Eastham. So in much of Eastham it is only available to people who are able and want to buy it		
50	SCI15	Comment	All sections and paragraph numbers. This comments process requires a great deal of quite difficult reading comparing the Statement of Community Involvement First Revision from 2014 with the new draft Statement of Community Involvement. Documents of 35 and 53 pages respectively. Could you not have provided a summary of the differences rather like one gets when a bank changes terms and conditions. We could then have read more on specific paragraphs that were of interest.	Noted. The matters to be included in the Statement of Community Involvement have changed since 2014. We have needed to include additional information on Covid arrangements as an Annex as well as providing new information on Neighbourhood Planning. This has led to an unavoidable increase in the length of the document. We have tried to make the document format as clear as possible, so that the new SCI can be read properly as a whole.	No
51	SCI12	Comment	4.12 Referendum on neighbourhood plan. I like this idea.	Comment Noted	No
52	SC9	Comment	The document is very well put together and is clear and precise. I did not realize that there was so many different stages to planning applications. I now understand that	Comments noted	No

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			the residents have a greater say in what goes on than I previously thought.		
53	SC6	Comment	<p>Sections 3, 6 and 7 - the council has set no timescales for its own consultation arrangements. The document is simply a summary of statutory timescales for development proposals and other statutory consultation processes. The SCI should set out clearly how its running of consultation events and processes comply with the Gunning Principles, i.e.:</p> <ul style="list-style-type: none"> that consultation must be at a time when proposals are still at a formative stage; that the proposer must give sufficient reasons for any proposal to permit of intelligent consideration and response; that adequate time is given for consideration and response; and that the product of consultation is conscientiously taken into account when finalising the decision. <p>Most of the events organised by the council for the Local Plan have been advertised with a ridiculously short timescale and a very limited number</p>	<p>The SCI sets out the minimum consultation that the Council that will undertake at different stages of policy making including on the Local Plan and Supplementary Planning documents and in the determination of planning applications. The Regulation 18 stage of the Local Plan is the early stage of plan making, when the proposals are still at a formative stage and the Council undertook extensive public consultation on emerging development options and on the issues and options document including public meetings, walk in events, and face-to-face and online workshops. The proposals were widely commented on. The comments received have been taken into account in preparing the next stage of the Local Plan and the Council's responses will be set out in a statutory report of consultation to be published at the Regulation 19 stage, when further comments will be invited</p>	No

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			of delegates. Much more detail and effort is required if the council is to demonstrate that consultation not only meets statutory requirements but is otherwise fair and worthwhile.	before the Plan is submitted to the Secretary of State. The Council actively and strongly encourages landowners and developers to undertake pre-application community consultation, especially for large, complex or controversial proposals and for proposals that will be contrary to the Development Plan.	
54	SCI5	Support		Support Noted	
55	SCI3	Support		Support Noted	
56	SCI2	Comment	For this Statement to have any meaning and for it to be believed and accepted by the community, our comments must be accepted. A tick box consultation is insufficient and will generate a significant loss of trust and a diminished desire to be involved in the future.	Comments noted. Comments can however only be taken into account where they clearly relate to planning matters and within the constraints of national legislation, policy and guidance.	No
57	SCI20	Comment	3.24 and 3.25. All evidence surveys to be published in local libraries. Published in local newspapers. Sign posted in areas where surveys and studies are undertaken. Complete clarity must be guaranteed. Also include outside agencies in the surveys such as emergency services, environmental groups,	Examples of the types of bodies that will be consulted is already set out in the main body of the SCI. All relevant documents will be able to be inspected online and at a principal office, subject to any necessary Covid restrictions.	No see responses to 17 and 49

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			Campaign for the Protection of Rural England etc,		
58	SCI20	Comment	3.28 3.29 and 3.30. Any communications with public must not have multiple choice answers which are "leading answers" such as the recent brochures for the Local Plan.	The Council does not agree that the questionnaires used at the recent Regulation 18 Issues and Options Consultation were 'leading', as they were designed to help people respond as fully as possible. The questionnaire always provided for 'other' to be chosen and for additional comments to be submitted and attached.	No
59	SCI20	Comment	7.2 and 7.3. It is not enough to issue a simple site notice by a developer for a planning application, especially if this involves building on GREENBELT. Community consultation is paramount. In ALL cases there should be FULL community involvement. This could include notices posted through the doors of every resident in the ward. Planning notices should also be published in libraries and community centres. Notices should also be extended to local interested groups such as the Greasby Greenbelt Action Group.	The Council's neighbour notifications for planning applications will be undertaken to meet statutory requirements. The cost of additional publicity involving delivery of notices to all households within a surrounding Electoral Ward would be prohibitive and would not focus on the people most likely to be immediately affected. The Council will explore the publication of planning notices online with an opportunity to receive automatic notification, where requested.	No

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60	SCI20	Comment	As previously stated, planning decisions should NEVER be made by planning officers alone. There should be community involvement even at the committee stage.	<p>The procedures for decision making are set out in the Council's Constitution. It is nationally accepted good practice for all but the most complex or controversial applications to be delegated to specialist professional Officers, to allow decisions to be taken in an efficient and timely manner taking account of the representations received from the community.</p> <p>Members of the public may request to speak at planning committee meetings, subject to the criteria set out in the SCI</p>	No
61	SCI20	Comment	7.37 and table 8. Issues surrounding this section are that ALL proposed developments should be subject to community involvement. This is important for transparency. Infrastructure issues should be highlighted, discussed and agreed by consultation with the public. Council documents are too complex and too difficult to read. These documents have to be simplified and determined to the general public as acceptable to understand, even if this means public consultation.	All planning applications are subject to a statutory consultation period before they can be determined. Non-statutory pre application consultation by developers is not a legal requirement but is strongly encouraged in the SCI. Council documents are written as clearly as possible but often have to be written in a certain way to meet statutory requirements.	No

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62	SCI13 SCI35 SC30 SC31 SCI32	Objection	<p>1 The local planning authority must review an SCI at least every 5 years to reflect any local or national legislative changes, and to ensure effective community involvement at all stages of the planning process. This Statement therefore replaces the previous SCI published by the Council in 2014</p> <p>This update is a year late. The production of the new 15 year local plan is a major local legislative change. The SCI update should have been actioned prior to the local plan consultation in 2020.</p> <p>The opportunity for the community to make changes to the involvement statement prior to the new local plan consultation has been missed due to WBC,s failure to carry this review in 2019 .</p>	<p>The Council has recognised the need to update the SCI, which has been brought forward as soon as practicable. The most recent consultation under Regulation 18 met and exceeded the previous 2014 SCI, which still met all the relevant statutory requirements for Local Plans, following previous consultation with the local community.</p> <p>.</p>	No
63	SCI13 SCI35 SC30 SC31 SCI32	Objection	<p>2 The overall objective of the Council will be to work towards achieving consensus, wherever possible, through continuous community involvement.</p> <p>The failure to review the SCI in 2019 shows WBC's lack of interest in community involvement.</p>	<p>The Council does not accept that the delay in updating the SCI represented a lack of interest in community involvement. The key changes set out in the new SCI relate to adoption of a more modern and effective use of web-based methods, to further supplement traditional accepted</p>	No

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			<p>The Council do not work towards a consensus of opinion as many planning issues and the local plan consultations can confirm.</p> <p>In the 2018 local plan consultation 3000 people responded almost unanimously stating no greenbelt was to be released, yet in the 2020 local plan documentation over 6000 homes were identified on greenbelt.</p> <p>It does not matter what statement of community involvement is in place if WBC do not use it and act on the input from the community</p> <p>Unfortunately the statements value is not recognised by WBC. The views of the citizens are ignored.</p>	<p>approaches, in line with those successfully adopted during the most recent Regulation 18 consultation in early 2020. Previous comments have been taken into account but can only be considered within the terms of national legislation, policy and guidance.</p>	
64	SCI13 SCI35 SC30 SC31 SCI32	Objection	<p>3. Local plan</p> <p>The Council must take account of any representation made in response to invitations to comment during these early stages. The community have only one opportunity to comment on the local plan. This is at the regulation 18 stage</p> <p>The plan was not sufficiently developed by WBC for the</p>	<p>The timetable for the preparation of the Local Plan is limited by the strict programme expected by the Government. The regulations do not require a full draft plan to be prepared at Regulation 18, when the final plan is still being developed.</p> <p>The Council is satisfied that the comprehensive Issues and Options document, which also followed earlier</p>	No

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			<p>community to comment accurately at the time of the consultation. This needs to be changed in the SCI so that the community can comment on the draft plan not a raft of options and possible configurations for a plan.</p> <p>The community will not see the draft plan until councillors have voted on it to be issued for submission to the government.</p> <p>The community therefore has no involvement in the final draft plan under this system.</p> <p>A more detailed draft plan should be the basis of the regulation 18 consultation for true community involvement.</p> <p>The later stages of the local plan process are more restricted by national legislation. There is a minimum statutory six-week period for representations to be received on the soundness or legal compliance of the proposed submission draft local plan</p> <p>Regulation 19 the publication of WBC draft plan offers no community involvement. This is a 6 week public notice not a consultation. The</p>	<p>stages of detailed consultation, set out the most realistic options that were then available, as required by national legislation, as well as the Council's preferred approach for meeting housing and employment needs in the Borough during the plan period. The large number of comments received will be taken into account in the preparation of the Regulation 19 Plan.</p> <p>The public will still have the opportunity at Regulation 19 to submit further representations based on the soundness and legal compliance of the proposals, including those relating to particular sites and locations and the final wording of policies. They will still be able to request as part of their formal representations at Regulation 19 to appear at the Examination and to have their representations considered by a Planning Inspector appointed by the Secretary of State.</p>	

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			<p>community are not in a position to challenge the legal compliance or soundness of the plan.</p> <p>Indeed we expect WBC to provide a legally compliant and sound plan but we also expect that plan to reflect the views of the community from the regulation 18 consultation</p> <p>Under this system we cannot challenge WBC if our views on locations for new building have not been incorporated in the plan at this stage.</p> <p>The draft plan should be consulted on by the community before Councillors vote and before it is submitted to the government for approval.</p> <p>Anyone who makes representations seeking a change to the proposed submission draft local plan within the appropriate deadline must, if they so request, be given the opportunity to appear and be heard by the person appointed to carry out the independent examination of the local plan.</p> <p>The Covid SCI addendum will deny the community this procedure</p>		

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			<p>because WBC has brought forward the publication of the local plan to February.</p> <p>WBC should wait until Covid is resolved and complete all the necessary outstanding reports from the evidence base and allow the procedure to be completed in the proper manner with full community involvement.</p>		
65	SCI13 SCI35 SC30 SC31 SCI32	Objection	<p>4 Sustainability Appraisals</p> <p>3.23 The Council will consult on the scope and content of a sustainability appraisal with statutory consultees and will invite public comments on the appraisal to be submitted at each stage in the plan or document making process.</p> <p>The sustainability appraisals for specific greenbelt sites have not been published. They may not have even been carried out. The sustainability reports in the consultation document all stated specific sites reports were required prior to any greenbelt site being included in the final plan.</p> <p>The community were therefore not able to comment during the consultation.</p>	<p>The options set out in the Regulation 18 issues and options report were subject to an initial sustainability appraisal and were accompanied by a comprehensive series of evidence base studies and assessments, some of which are still ongoing. It would not have been appropriate to undertake further site-specific assessments when they were not finalised confirmed proposals. Regulation 18 consultation allowed people to make any relevant site-specific comments. The ability to comment on any final proposals and assessments will be provided at the Regulation 19 consultation.</p>	No

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			WBC is therefore failing to meet its Statement of Community involvement.		
66	SCI13 SCI35 SCI30 SCI31 SCI32	Objection	<p>5 Evidence Base</p> <p>3.24 The Council will undertake or commission specialist technical surveys, studies or assessments to inform the content of emerging local development documents, to meet national policy requirements or to respond to issues raised in response to public consultation on emerging proposals.</p> <p>3.25 The results of the surveys, studies or assessments used in the preparation of a local development document will be published for public comment at the next appropriate stage in the plan making process.</p> <p>The evidence base reports issued with the consultation document were incomplete out of date, unco-ordinated, inaccurate and in some cases just completely incorrect. (I must add that I read every report. It took six very boring weeks. This statement is based on fact).</p>	<p>The preparation of a Local Plan is a continuous, iterative and rolling process which develops in detail over time. It is often not practicable for all the necessary detailed information to be available at an early stage. The Council has provided all the information that was available at the time of publication for public comment and had indicated where additional studies were still to be carried out. The Council will publish site specific technical studies related to potential Green Belt sites if required. The Council's preferred option, which was clearly set out in the issues and options document is to seek to meet its housing and employment needs within existing urban areas.</p>	No

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			<p>It was clear that even though it was poor that the evidence base had not been consulted in selecting proposed greenbelt sites.</p> <p>The most critical reports, sustainability, habitats , agricultural, biodiversity, flooding and infrastructure development reports all stated that further investigations were required and site specific reports were required for any greenbelt site before its inclusion in the plan.</p> <p>We have not seen these completed documents and the community is not going to be invited to comment prior to the final draft plan.</p> <p>WBC is therefore failing to meet the requirements of the Statement of Community involvement.</p>		
67	SCI13 SCI35 SCI30 SCI31 SCI32	Objection	6 Table 1 – Methods of community involvement in the production of a Local Plan Notification letters / emails to registered contacts and statutory consultees Neighbour notification letters / emails for site specific development proposals only The 15 year local plan will affect all Wirral residents a. Limiting	The Council considers that its commitment in the SCI to notify all neighbours of sites proposed for allocation for development in the Local Plan is sufficient to ensure that the households and owners most affected by such proposals are made aware and have the opportunity to comment.	No

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			<p>communications for the plan to registered contacts and neighbours to potential developments is totally inadequate considering the importance of a new local plan</p> <p>All Wirral residents should have been notified by post / email and newspaper notice. At the very least every householder responsible for paying community charges tax bill should have been notified by WBC. However as WBC failed to hold this consultation on community involvement in 2019 prior to the local plan consultation at regulation 18 it is now too late to implement this change. WBC has failed to meet the statutory timetable and consequently failed its community.</p> <p>Proposed Submission Draft (Regulation 19)</p> <p>WBC do however have the opportunity to newspaper publish and contact every community charge paying householder when the final draft submission is issued in February 2021</p>		
68	SCI13 SCI35	Objection	7 Referendums for neighbourhood plans and orders	The Council's constitution and decision-making processes are based	No

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	SCI30 SCI31 SCI32		<p>If at least 50 per cent of those voting in the referendum are in favour of the proposals, or where a business referendum is held, a majority vote in favour in both referendums, the neighbourhood development plan or order will be made and in the case of a neighbourhood development plan will come into force as part of the statutory development plan for the area.</p> <p>Referendums are used to decide planning proposals where local neighbourhood plans are formed. I suggest this is used for all planning proposals.</p> <p>For specific sites all local residents notified by WBC should carry a vote. The majority vote of the community should decide.</p> <p>Why should a small number of temporary people on a WBC planning committee decide on ordinary hard working people's permanent fate?</p>	on representative democracy. The use of referendums are only provided for in relation to the preparation of neighbourhood planning proposals. Legislation does not currently allow for referendums for Local Plan or planning application matters.	
69	SCI13 SCI35 SCI30 SCI31	Objection	<p>8 The major impact of the new planning laws on this document. The timing by WBC of this SCI consultation has rendered it too late to effect the local plan but it is also</p>	<p>The national planning system is always subject to continuous change.</p> <p>The revised SCI will still be applicable to the next stages of the</p>	No

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	SCI32		<p>too early for the proposed new planning laws.</p> <p>Major parts of the statement of community involvement will become redundant or inadequate and need revising completely in 2021 when new laws are introduced. See examples below.</p> <p>Permitted development requiring prior notification to the planning authority (e.g. telecommunications) Site Notice posted by the developer</p> <p>The size and scale of permitted developments is changing, e.g. 2 storey extensions on top of existing buildings .Neighbours and local community must be notified by WBC to have some input on the appearance, placement and orientation of the development.</p> <p>Major development” is defined as:</p> <ul style="list-style-type: none"> • For residential development, 10 or more dwellings or if the number of dwellings is not known, where the site area is 0.5 hectares or more; <p>Under the new laws major Development will be defined as 150 or more dwellings or a site area of up to 3 hectares.</p>	<p>preparation of the current Local Plan, which is expected to be complete by the time any new legislation is brought into force.</p> <p>The Council agrees that the SCI will need to be updated if the Government legislate to introduce the proposals set out in the recent White Paper Planning for the Future.</p>	

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			The sites with up to 3 hectares will have automatic outline planning permission for up to 149 homes. WBC needs to develop a new robust detailed plan to involve the community in schemes that will have large impacts in local areas.		
70	SCI13 SCI35 SCI30 SCI31 SCI32	Objection	Pre-Application Procedures Pre-Application Community Involvement 7.32 The Council strongly encourages landowners and developers to undertake pre-application community consultation, especially for large, complex or controversial proposals and for proposals that will be contrary to the Development Plan. 7.33 The advantages of early engagement with the local community include: <ul style="list-style-type: none"> • allowing proposals to be explained before minds are made up on the basis of what can often be inaccurate second-hand information; • assistance in gauging community support and obtaining accurate local information; • clarification of the issues at debate, providing greater certainty and transparency, saving 	The Council agrees that the SCI will need to be updated if the Government legislate to introduce the proposals set out in the recent White Paper Planning for the Future but the current SCI will remain relevant while the existing system remains in place.	No

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			<p>time later in the decision-making process; and STATEMENT OF COMMUNITY INVOLVEMENT 35 •</p> <p>The new law raises the thresholds of when developers and landowners have to consider pre-application for planning procedures. Also any land designated as a growth area will have automatic outline planning permission for houses, schools and hospitals.</p> <p>Community involvement for larger schemes is being removed from the community unless the statement is revised to state it that current thresholds will remain under new laws.</p> <p>Table 8 – Thresholds for Pre-Application Community Involvement</p> <p>Type of Proposal Threshold</p> <p>Industrial and commercial development, including retail New build and change of use in or adjacent to a Primarily Residential Area 1,500 square metres or above</p> <p>Residential development 100 dwellings or sites of 3.0 hectares or above</p> <p>Development affecting a Conservation Area or Listed Building Proposals for 10 or more dwellings</p>		

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			<p>or on sites of 0.5 hectares or above Other proposals of 1,000 square metres or above or on sites of 1.0 hectare or above Major infrastructure projects such as roads, pipelines or overhead power lines All proposals New educational or institutional proposals All proposals for new sites Extensions of 1,000 square metres or above Mineral extraction proposals All proposals Waste processing All proposals</p> <p>All these thresholds are being raised under the new planning laws granting automatic outline planning permissions for houses schools and hospitals. The document will be out of date in a few months' time.</p> <p>The new planning laws are supposed to introduce greater community input into the type of building we see built but WBC's proposed updated community involvement document ignores the new laws completely.</p> <p>WBC needs to update the statement of community involvement to deal with the new laws when they are published not before.</p>		

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71	SCI13 SCI35 SCI30 SCI31 SCI32	Objection	<p>9. Planning decisions</p> <p>The Council allows the Committee to be addressed by members of the public when a petition with the required number of signatories has been received before noon on the Monday prior to the Committee meeting. A representative of the petitioners will then be allowed to address the Committee for five minutes. In the event that more than one petition has been received, the allotted time may be divided between the petitioners or one person may present the views of all petitioners. A representative of objectors may address the Committee only if the application is before the Committee on the basis of there being 15 or more objections received from different households within the consultation period.</p> <p>WBC website e-petition rules state that it does not accept or consider any petitions that are being dealt with under the normal planning procedures or consultations.</p> <p>In addition there are two types of petition under a hundred or over 3000 people.</p>	The SCI reflects the current arrangements for decisions to be taken by the Planning Committee under the Council's constitution, which provides for petitions on planning proposals to be taken into account.	No

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			These restrictions need removing and making clear that petitions are welcome on planning matters. As a note the planning committee that rejected the opposition to the proposed Lidl in Prenton cited the lack of a petition by the community for approving the proposal. The fact that 213 people from the local community objected through the planning channel counted for nothing.		
72	SCI13 SCI35 SCI30 SCI31 SCI32	Objection	10 Consultation bodies and consultees 8.1 Examples of the type of bodies and organisations that are currently consulted regarding the preparation of local plans and supplementary planning documents are illustrated in the lists below: Specific Consultation Bodies 35 Adjoining Local Planning Authorities* Liverpool City Region Combined Authority Sefton Council Liverpool City Council Cheshire West and Chester Council Flintshire County Council Other Public Bodies and Agencies Environment Agency* Highways England Homes England*	This is a representation on the content of the emerging Local Plan and is not directly relevant to the SCI consultation. No specific green belt site is mentioned nor specific technical study so no further comment is appropriate.	No

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			<p>Historic England* Marine Management Organisation* Natural England* Merseyside Police and Crime Commissioner Wirral NHS Clinical Commissioning Group* Network Rail Adjacent Parish Councils Service Undertakers Electricity Companies Gas Companies Telecommunications Companies Water Undertakers Sewerage Undertakers</p> <p>The evidence base reports provided by the consultees listed above were by their own admission incomplete. They provided what they had available.</p> <p>It is clear that WBC did not use the reports to develop the local plan. An inspection of the reports against any specific green belt site in option 2a will prove it should not have been selected if the advice in the consultee's reports had been followed.</p>		
73	SCI7	Comment	<p>Page 7 Equality and Diversity. 2.11. Corporate Customer Care Standards does not load - can't access document</p> <p>2.12. This document fails the plain English test and uses unnecessary</p>	We are unsure why the corporate customer care standards link did not open. We have checked the link and it appears to work.	No

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			jargon. At 53 pages it is a lengthy and complicated document. Where is the consultation questionnaire?	There was no questionnaire related to this consultation but a response form which could be completed through the Council's Planning Consultation Portal was provided.	
74	SCI7	Comment	<p>Page 14 Local Plan Reg 18,19, 22, 24, 26, 34.</p> <p>A local plan has an effect on the whole Borough. Every household/business requires to be notified of the stage reached and how they can access the documents published by the Council. Whether they wish to become involved can only be ascertained after they have received this initial information. The present community involvement is too narrow which leads to a lack of community response. The Reg 18 document lacked plain English, was far too lengthy and full of jargon that only an expert would fully understand its implications.</p>	<p>The Council accepts that the Regulation 18 Issues and Options Document was a lengthy technical document which also needed to meet the necessary statutory requirements. However, the document was clearly structured by topic to enable easier navigation. A summary document was also produced and made available.</p> <p>The Council arranged walk in events across the Borough with easy to understand information panels and maps, where the proposals could be discussed with and explained by Council Officers.</p> <p>The Council accepts that planning documents do need to be as simple as possible but notifying every business and household would not be a practicable or efficient use of resources.</p>	No

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75	SCI7	Comment	<p>Page 17 Neighbourhood planning. The Government is keen to involve neighbourhoods in local planning decisions. Has the Council investigated (through dialogue with Local Societies etc.) why Wirral is bereft of such local involvement. The Council does not seem to promote such forums.</p> <p>4.12 - 4.15 A minimum of responses from those targeted by a referendum would prevent a 'cabal' from hijacking the process.</p> <p>As in my previous comment all affected by a Neighbourhood Plan should be notified where and how the published documents can be accessed.</p>	<p>The Council supports the establishment of a Neighbourhood Forum which was properly constituted and representative but is aware of the commitment of community time and resources that organising and maintaining local involvement in a Forum involves.</p> <p>Legislation does not currently set a minimum number of voters responding to a referendum.</p> <p>Legislation already requires any proposals to be advertised widely within the designated area.</p>	No
76	SCI7	Comment	<p>Sec 5 Community Infrastructure Levy.</p> <p>The Council must seek broad Borough support for a CIL. No doubt it will raise finance for infrastructure improvements etc. At a time of pressure on Council finances a CIL should not favour a developer because of the finances it might generate. A public debate is required on how and where the CIL is used.</p>	<p>The Council currently does not charge a CIL because it does not yet have an up-to-date adopted Local Plan.</p> <p>The Levy can only apply in areas where a local authority has consulted on, and approved, a charging schedule which sets out its levy rates and has published the schedule on its website. The Council would need to show and explain how any proposed</p>	No

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				levy rate (or rates) will contribute towards the implementation of a relevant Local Plan to support development across their area.	
77	SCI7	Comment	<p>Page 28. This period of Covid and lockdown has exposed the weakness in the publicity of planning applications. Council offices and libraries closed, difficult and uncertain circulation problems of the local press. the first time that many affected parties get to hear about applications is when the agenda is published for the Planning Committee meeting. By which time it is too late to be involved. A dedicated Council web page, regularly updated, listing the applications would be a solution. The allowed time for comment should be prominent, once the time period has expired the page can be updated. This would be most beneficial where the development has a wider effect than just on the neighbour population. The site notice should also be continued. Local community groups and societies, registered with the Council, should automatically be notified, the members of these</p>	Neighbour notification letters have still been issued since Covid restrictions have been in place. The Council will explore the publication of planning notices on its web pages and to allow people to register to be notified about applications within a particular geographical area.	No

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			groups or societies should then be in a position to inform their members. The web page should be incorporated into the Protocols for Public Involvement. With the advent of developers sitting on green belt land and demolishing large houses to build flats has ensured that it isn't just neighbours who have an interest in the applications, people now want to know what is happening to their Borough.		
78	SCI7	Comment	Planning Decisions. At present Ward Councillors have the opportunity to express an opinion of a development at the application stage. Many Councillors do not take the opportunity. As the ward Councillor represents the businesses and residents of the ward it should be mandated that they make a comment in order for the local population to know whether or not the Councillor is representing their view. I consider such a proposal to be of the utmost importance, especially when 95% of the applications have been delegated to an officers resolution.	It is a matter for Ward Councillors to determine how best to represent their local communities.	No

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79	SCI19	Comment	Sustainability Appraisals. Para 3.23 - There appears to be no mention of who to consult with. Suggest you clarify by referring to Section 8 - Group Consultations	Consultation on the sustainability appraisal is undertaken with the public and relevant statutory stakeholders at each main stage in the preparation of local plan.	No
80	SCI19	Comment	Monitoring Reports. Para 3.27 - Although WBC will consult on monitoring content, there appears to be no time period or date to achieve this objective. Please include a time frame so the public is engaged (refer Draft policy para 2.4, 2.5 , 2.6 & 2.10)	Consultation on monitoring requirements will be undertaken alongside the content of the Local Plan.	Yes. Amend para3.27 to read 'The Council will consult on the proposed content of future monitoring alongside the content of the Local Plan.'
81	SCI19	Comment	Submission of Planning Applications. Para 4.3 - No time appears to be given by WBC to advise public on ways to proceed. (refer Draft policy para 2.4, 2.5 , 2.6 & 2.10). Please give a period of time.		
82	SCI19	Comment	Independent Examination. Para 4.8 - WBC says it will appoint an "independent examiner", but it does not say how, or from where. How "independent" will that person be if chosen from WBC staff? Some calcification is needed so the Public have trust in the Consultation Process.	Noted	Yes, add as a footnote to para 4.8 'The Examiner is paid for and appointed by the Council However, the appointment must be with the agreement

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					<p>of the Qualifying Body. They essentially have the power to veto any appointment proposed by the Council if they are not happy.</p> <p>The Planning Act sets out the criteria for an individual to qualify to be able to examine a neighbourhood plan. The criteria are as follows:</p> <ul style="list-style-type: none"> • Must be independent from both the QB and Council • Must have appropriate qualifications and experience • Cannot have an interest in any of the land to be covered by the plan (i.e. the Neighbourhood Area)
83	SCI19	Comment	Consultation on Community Infrastructure Levy (CIL)	Noted and agreed	Yes Para 5.3 amended to read

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			Draft Charging Schedule. Para 5.3 - Why can't the Draft Charging Schedule be also published in the WBC Website? Please include this with published documents available via the WBC Website (refer Draft policy para 2.4, 2.5 , 2.6 & 2.10)		'The draft Charging Schedule will be published on the Council's web site and made available for public inspection at a principal office. The consultation document and all supporting evidence base documents will be made available on the Council website'.
84	SCI19	Comment	Planning Applications. Para 7.7 - WBC will notify Local Community Groups " by arrangement". Arrangement with whom? Please clarify. (refer Draft policy para 2.4, 2.5 , 2.6 & 2.10) Para 7. 25 - What is the minimum number of "required signatures" needed to be accepted by WBC? Consultation Bodies List - Table 8	Noted. Para 7.7 does not reflect current practice and will be deleted. Para 7.25. Twenty-Five signatures are required to qualify.	Yes delete Para 7.7 Add footnote to para 7.25 to read: 'Twenty-five signatures are required for a petition to qualify.'
85	SCI23	Comment	I note in Sec 8 of your recently produced Statement of Community Involvement under the heading of Environmental Groups and Societies you have failed to Include Barnston Conservation Society. I would ask	It is incorrect that the Council does not wish the Society to be part of the community involvement process, which is why the Society has been consulted on the SCI. The Society had continued to be included under	Yes: add Barnston Conservation Society to Local Civic Societies in Section

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			<p>why? Part of your proposed local plan is the removal of a large area of green belt in Barnston. You have over the past months received a significant amount of documents from us challenging your proposals but you clearly do not wish us to be a part of your Community Involvement. I wonder why?</p> <p>I would like a reply, preferably one with an explanation as to why this society was not included.</p>	the heading of 'Conservation Area Advisory Committees' in Section 8, as it had been within the previous adopted SCI.	8, for the avoidance of doubt.
86	SCI24	Comment	<p>3.24 Evidence base.</p> <p>It has been proved that WBC has been incapable of providing an updated evidence base on which to consult at both the Development Options Review consultation and the Issues and Options consultation. The amount of documentation provided at each consultation was simply overwhelming for most people, this deters community involvement and is self-defeating.</p>	The Council prepared and published an extensive evidence base to inform the Issues and Options Regulation 18 consultation earlier this year. The consultation period was extended to 8 weeks from the normal minimum 6-week period. This was then further extended to 10 weeks to allow for the impacts of the emerging Covid 19 emergency toward the end of March 2020.	No
87	SCI24	Comment	Archive material should be available on the WBC website at all times with	See response to 16 above	No

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			updated documents completed in time for Local Plan decision making instead of the blind panic to update a poor evidence base which we have seen on this occasion.		
88	SCI24	Comment	3.25 This following on from the previous paragraph. WBC may well find it convenient to publish updated documents between Local Plan stages but this directly results in overwhelming paperwork for the public to wade through leading to decreased community engagement and less informed decision making.	See response to 14 above.	No
89	SCI24	Comment	All Surveys, Studies and Assessments should be published and consulted on in anticipation of the Local Plan process not during it.	See response to 14 above. The timescale allowed by Government does not allow for this.	No
90	SCI24	Comment	3.30 Tables should include Local Newspaper Publications and Notifications	See response to 17 above	No
91	SCI24	Comment	7.7	This is not practicable. See also response to 24 and 48 above.	No

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			Community groups should have automatic notification of individual applications. Historically this was always practised but has lapsed in recent years. This is particularly important when Green Belt applications are involved where Local Councillor notification should also be automatic.		
92	SCI24	Comment	7.11 Non material minor amendments is a subjective judgement made by the planning officer. These amendments should be consulted upon particularly where heritage and conservation issues are of concern. Notified bodies should be made aware of amendments and given time to comment	See response to 26 above.	No
93	SCI25	Comment	P31 7:13. I feel strongly that all applicants MUST publicise immediately when Green Belt /public spaces/ green spaces or farmland is threatened.	See response to 24 above.	No
94	SCI25	Comment	P34 7:32 I feel strongly that developers/ landowners MUST undertake pre planning application	See response to 59 above.	No

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			submission community consultations/debates/public meetings where ANY Green Belt is threatened, as above. To be merely “encouraged” to do so is unacceptable.		
95	SCI25	Comment	I feel strongly that the council should inform local groups/ local residents of the availability and identity of the planning Inspector in order to arrange face to face or virtual meetings with a view to debating concerns re. the Local Plan.	See response to 5, 6, and 11 above	See 5, 6, and 11
96	SCI25	Comment	I agree with identifying innovative approaches and methods concerning involving people in the consultation process. However, people resident in care homes were not mentioned.	Noted. It is not possible to contact all elderly people directly. However, we did include a presentation to the Wirral Older Peoples Parliament during the Regulation 18 consultation earlier this year, in line with our regular practice during earlier stages of consultation.	No
97	SCI25	Comment	Also, it must be taken into account that there are a large number of residents who are not on line. Libraries are closed for the foreseeable future, thus making it	The Council will make every effort to ensure that consultations are advertised as widely as reasonably practicable subject to any public health restrictions arising from the Covid 19 emergency.	No

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			even more difficult to access appropriate information. etc. I agree that council documents should be simplified, and that "jargon," especially relating to financial matters, especially so.	The Council notes that some evidence studies are unavoidably technical. The Council will require all technical evidence studies to include a non-technical summary where appropriate.	
98	SCI25	Comment	As an example of this, I mention the proposed introduction of the Infrastructure Levy. If this route is pursued, I am concerned that this would put our Council unnecessarily in the hands of developers and landowners.	This is not a matter directly related to the SCI. The Community Infrastructure Levy if introduced would be operated in line with a nationally proscribed process and would only secure funds from qualifying development for agreed infrastructure improvements across the Borough	No
99	SCI 26 SCI27	Comment	Any evidence based surveys, assessment, studies etc, should be fully consulted with the residents of Wirral, published in local papers and copies placed within our libraries. There should be complete clarity and transparency at all times	See response to 14, 15 and 66 above.	No
100	SCI 26 SCI27	Comment	Evidence base studies should also include impact statements from all of our emergency services, fire, police and Ambulance, especially when there are proposals to build in excess of 10 properties at anyone sight.	Emergency services are consulted as part of the preparation of the Local Plan and planning applications set out in Section 8 of the SCI	No

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101	SCI 26 SCI27		Evidence Base should also be sought from professional bodies such as CPRE, National Trust, Wild Life Trusts and Environmental Groups. METHODS OF COMMUNITY INVOLVEMENT(Pge14,3.28 to 3.30)	These groups are already consulted during the preparation of the Local Plan and on relevant evidence studies, as set out in Section 8 of the SCI	No
102	SCI 26 SCI27		Any community involvement should be widely published amongst the community, this is where transparency is critical, Reg.18 and Reg 19, have somewhat failed in this area. The drop- in centres did not in some cases have the correct information. Leaflets, brochures etc, where missing from these centres, Questions that where put in booklets where directed towards the public giving certain answers, The questions given to the Public where extremely difficult to understand to the majority of our residents, therefore encouraging citizens to dismiss them. Not all residents have been made aware of the production of a Local Plan, this needs to be addressed also.	The Council undertook a wide publicity campaign for the Regulation 18 consultation including newspaper, web site, emails, posters, social media, bus adverts. The feed back received on the walk in events and workshops was overwhelmingly positive. Regulation 19 stage has not been undertaken yet. See also response to 58 re questions. It was explained on the online portal that not all questions needed to be answered. A summary document and a simplified questionnaire were available at the walk in events or online. Some 28,000 separate	No

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				comments were received from approximately 1800 respondents during the regulation 18 consultation.	
103	SCI 26 SCI27	Comment	REFERENDUMS FOR NEIGHBOURHOOD PLANS AND ORDERS(Pge19, 4.12 to 4.16) WBC, should expand referendums, far too often on important issues, especially planning issues, referendums are not conducted. It is of no use just publishing them on the council website.	See response to 68	No
104	SCI 26 SCI27	Comment	It is also noted by our group that council officers should NOT be allowed to make a planning decision without going through a planning committee, regardless how small that application is. Community involvement on planning issues is paramount.	See response to 60 above	
105	SCI 26 SCI27	Comment	Greater attention should also be given to publishing planning notices and decisions.	Weekly/Monthly Lists can be searched via the planning applications pages on the web https://planning.wirral.gov.uk/online-applications/search.do?action=weeklyList	No
106	SCI 26 SCI27	Comment	COMMUNITY INFRASTRURE LEVY..(Pge 23)	Any proposed CIL charging schedule would be subject to consultation as set out in the draft SCI. It would not	No

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			<p>It is certainly crucial that there should be a consultation on a Community Infrastructure Levy. Although this seems to be a way of generating capital, it can also be a dangerous precedence to allow developers to have a much greater influence on our council than they may have at present.</p> <p>If our council is to charge developers of the amount of floor space or area a development may have, I feel that the developer in such cases would have the right to exercise a much larger involvement in the production of a local plan, this is an area that I feel needs further investigation particularly in community involvement. Any decisions taken, any consultations undertaken, MUST be published in our local press and libraries.</p>	allow developers any greater influence over the Local Plan.	
	SCI 26 SCI27	Comment	<p>PROTOCOL FOR PUBLIC INVOLVEMENT..(Pge 25 6.1, 6.3, 6.5, 6.8 to 6.20)</p> <p>As stated previously, the GREASBY GREENBELT ACTION GROUP, wish to be updated at all times regarding the local plan, we wish to</p>	Noted. The SCI already provides for community groups and other respondents who provide their contact details to be notified as each stage is reached.	Yes: Add Greasby Green Belt Action Group to Local Civic Societies – Section 8.

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			be added and maintained on the database of contacts.		
107	SCI 26 SCI27	Comment	Paragraph 6.6 I wish to recommend in the strongest of terms that the Reg. 19 submissions be made available to everyone who lives on Wirral, by post, local papers and libraries, I would also suggest at leisure centres. Public consultations should be sought at meetings with the public in various parts of the borough.	The Council will advertise the Regulation 19 consultation as widely as is reasonably practicable having regard to the SCI requirements and any restrictions arising from the Covid 19 emergency.	No
108	SCI 26 SCI27	Comment	THE DEVELOPMENTMANAGEMENT PROCESS..(Pge 28) Statutory Publicity for Planning Applications It is not enough to issue a simple site notice by a developer for a planning application, especially if this involves building on GREENBELT. Community consultation is paramount. In ALL cases there should be FULL community involvement. This could include notices posted through the doors of every resident in the ward. Planning notices should also be	See response to 59 above.	No

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			published in libraries and community centres. Notices should also be extended to local interested groups such as the Greasby Greenbelt Action Group.		
109	SCI 26 SCI27	Comment	THRESHOLDS OF PRE-APPLICATION COMMUNITY INVOLVEMENT..(Pge 36) Issues surrounding this section are that ALL proposed developments should be subject to community involvement. This is important for transparency. Infrastructure issues should be highlighted, discussed and agreed by consultation with the public.	See response to 61 above. It is not practicable or reasonable to request applicants for smaller developments to undertake extensive pre application consultation. The Council considers that the threshold set out is reasonable and appropriate.	No
110	SCI 26 SCI27	Comment	We note that council documents are too complex and too difficult to read. These documents have to be simplified and determined to the general public as acceptable to understand, even if this means public consultation.	See response to 97 above	No
111	SCI28 & 29	Comment	1 This update is a year late. The production of the new 15 year local plan is a major local legislative change. The SCI update should	See response to 62 and 63 above.	

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			<p>have been actioned prior to the local plan consultation in 2020.</p> <p>The opportunity for the community to make changes to the involvement statement prior to the new local plan consultation has been missed due to WBC,s failure to carry this review in 2019 .</p>		
112	SCI28 & 29	Comment	<p>2 The failure to review the SCI in 2019 shows WBC's lack of interest in community involvement. The Council do not work towards a consensus of opinion as many planning issues and the local plan consultations can confirm.</p> <p>In the 2018 local plan consultation 3000 people responded almost unanimously stating no greenbelt was to be released, yet in the 2020 local plan documentation over 6000 homes were identified on greenbelt.</p> <p>It does not matter what statement of community involvement is in place if WBC do not use it and act on the input from the community</p>	See response to 62, 63 and 64 above.	No

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			<p>Unfortunately the statements value is not recognised by WBC. The views of the citizens are ignored.</p> <p>The community therefore has no involvement in the final draft plan under this system.</p> <p>A more detailed draft plan should be the basis of the regulation 18 consultation for true community involvement.</p>		
113	SCI28 & 29	Comment	<p>3 SCI and the local plan regulation 18</p> <p>The community have only one opportunity to comment on the local plan. This is at the regulation 18 stage</p> <p>The plan was not sufficiently developed by WBC for the community to comment accurately at the time of the consultation.</p> <p>This needs to be changed in the SCI so that the community can comment on the draft plan not a raft of options</p>	See response to 64 above.	No

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			<p>and possible configurations for a plan.</p> <p>The community will not see the draft plan until councillors have voted on it to be issued for submission to the government.</p>		
114	SCI28 & 29	Comment	<p>4 SCI and the local plan regulation 19</p> <p>Regulation 19 the publication of WBC draft plan offers no community involvement. This is a 6 week public notice not a consultation. The community are not in a position to challenge the legal compliance or soundness of the plan.</p> <p>Indeed we expect WBC to provide a legally compliant and sound plan but we also expect that plan to reflect the views of the community from the regulation 18 consultation</p> <p>Under this system we cannot challenge WBC if our views on locations for new building have not</p>	See response to 64 above.	No

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			<p>been incorporated in the plan at this stage.</p> <p>The draft plan should be consulted on by the community before councillors vote and before it is submitted to the government for approval.</p>		
115	SCI28 & 29	Comment	<p>5 SCI Covid addendum and local plan</p> <p>The Covid SCI addendum will deny the community the opportunity to appear and be heard by the person appointed to carry out the independent examination of the local plan because WBC has brought forward the publication of the local plan to February.</p> <p>WBC should wait until Covid is resolved and complete all the necessary outstanding reports from the evidence base and allow the procedure to be completed in the proper manner with full community involvement .</p>	See response to 49 above.	No

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116	SCI28 & 29	Comment	<p>6 Sustainability Appraisals</p> <p>The sustainability appraisals for specific greenbelt sites have not been published. They may not have even been carried out. The sustainability reports in the consultation document all stated specific sites reports were required prior to any greenbelt site being included in the final plan.</p> <p>The community were therefore not able to comment during the consultation.</p> <p>WBC is therefore failing to meet its current Statement of Community involvement.</p>	See response to 65 above	No
117	SCI28 & 29	Comment	<p>7 Evidence Base</p> <p>The evidence base reports issued with the consultation document were incomplete out of date, unco-ordinated, inaccurate and in some</p>	See response to 66 above.	No

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			<p>cases just completely incorrect. <u>This statement is based on fact.</u></p> <p>It was clear that even though it was poor that the evidence base had not been consulted in selecting proposed greenbelt sites.</p> <p>The most critical reports, sustainability, habitats, agricultural, biodiversity, flooding and infrastructure development reports all stated that further investigations were required and site specific reports were required for any greenbelt site before its inclusion in the plan.</p> <p>We have not seen these completed documents and the community is not going to be invited to comment prior to the final draft plan.</p> <p>WBC is therefore failing to meet the requirements of the Statement of Community involvement.</p>		

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118	SCI28 & 29	Comment	<p>8 Table 1 – Methods of community involvement in the production of a Local Plan</p> <p>The 15 year local plan will affect all Wirral residents at some time. Limiting communications for the plan to registered contacts and neighbours to potential developments is totally inadequate considering the importance of a new local plan</p> <p>All Wirral residents should have been notified by post / email and newspaper notice. At the very least every householder responsible for paying community charges tax bill should have been notified by WBC.</p> <p>However as WBC failed to hold this consultation on community involvement in 2019 prior to the local plan consultation at regulation 18 it is now too late to implement this change. WBC has failed to meet the statutory timetable and consequently failed its community.</p>	See response to 62, 63 and 67 above	No

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			WBC do however have the opportunity to newspaper publish and contact every community charge paying householder when the final draft submission is issued in February 2021		
119	SCI28 & 29	Comment	<p>9 Referendums for neighbourhood plans and orders</p> <p>Referendums are used to decide planning proposals where local neighbourhood plans are formed.</p> <p>We suggest this is used for all planning proposals.</p> <p>For specific sites all local residents notified by WBC should carry a vote. The majority vote of the community should decide.</p> <p>Why should a small number of temporary people on a WBC planning committee decide on ordinary hard working people's permanent fate?</p>	See response to 68	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			<p>This would be genuine community involvement.</p> <p>In addition Wirral's community should have a referendum on the draft local plan prior to submission?</p>		
120	SCI28 & 29	Comment	<p>10 The impact of the new planning laws on the SCI document.</p> <p>The timing by WBC of this SCI consultation has rendered it too late to effect the local plan but it is also too early for the proposed new planning laws.</p> <p>Major parts of the statement of community involvement will become redundant or inadequate and need revising completely in 2021 when new laws are introduced.</p> <p>See examples below.</p>	See response to 69 above	No
121	SCI28 & 29	Comment	<p>Permitted development</p> <p>The size and scale of permitted developments is changing, e.g. 2</p>	Consultation will be undertaken where required/appropriate though the Council can only take into account those matters that are	No

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			storey extensions on top of existing buildings. Neighbours and local community must be notified by WBC to have some input on the appearance, placement and orientation of the development.	restricted for consideration in the relevant Permitted Development legislation. It cannot have regard to other matters.	
122	SCI28 & 29	Comment	<p>Definition of Major Development</p> <p>Under the new laws major Development will be defined as 150 or more dwellings or a site area of up to 3 hectares.</p> <p>The sites with up to 3 hectares will have automatic outline planning permission for up to 149 homes.</p> <p>WBC needs to develop a new robust detailed plan to involve the community in schemes that will have large impacts in local areas.</p>	See response to 69 above.	No
123	SCI28 & 29	Comment	<p>Pre-application procedures</p> <p>The new law raises the thresholds of when developers and landowners have to consider pre-application for</p>	See response to 70 above.	No

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			<p>planning procedures. Also any land designated as a growth area will have automatic outline planning permission for houses, schools and hospitals.</p> <p>Community involvement for larger schemes is being removed from the community unless the statement is revised to state it that current thresholds will remain under new laws.</p> <p>All thresholds are being raised under the new planning laws granting automatic outline planning permissions for houses schools and hospitals. The document will be out of date in a few months' time.</p> <p>The new planning laws are supposed to introduce greater community input into the type of building we see built but WBC's proposed updated community involvement document ignores the new laws completely.</p>		

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			WBC needs to update the statement of community involvement to deal with the new laws.		
124	SCI28 & 29	Comment	<p>11. Planning decisions</p> <p>All planning decisions should be decided on local referendum as already practiced where local neighbourhood plans exist.</p>	See response to 68 above	
125	SCI28 & 29	Comment	<p>WBC website e-petition rules state that it does not accept or consider any petitions that are being dealt with under the normal planning procedures or consultations.</p> <p>In addition there are two types of petition under a hundred or over 3000 people.</p> <p>These restrictions need removing and making clear that petitions are welcome on planning matters.</p> <p>As a note the planning committee that rejected the opposition to the proposed Lidl in Prenton cited the</p>	<p>See response 71 above.</p> <p>Petitions for planning applications has been explained elsewhere in this response. For planning applications petitions are accepted and those with 25 or more signatures mean the application is referred to Committee for determination</p>	No

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			lack of a petition by the community for approving the proposal. The fact that 213 people from the local community objected through the planning channel counted for nothing.		
126	SCI28 & 29	Comment	<p>12. Consultation bodies and consultees</p> <p>The evidence base reports provided by the consultees listed were by their own admission incomplete. They provided what they had available.</p> <p>It is clear that WBC did not use the reports to develop the local plan. An inspection of the reports against any specific green belt site in option 2a will prove it should not have been selected if the advice in the consultee's reports had been followed.</p>	See response to 72 above	No
127	SCI44	Comment	As a member of Greasby Action Group, I totally with the statement put forward by Phil Simpson to have far more visibility from WBC Council on all planning applications to	Noted	No

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			ensure that there is nothing untoward, or secretive being put forward.		
128	SCI43	Comment	<p>Taylor Wimpey is broadly supportive of the contents of the updated SCI which acknowledges that the precise nature of community engagement will vary with the main objectives of each stage of the planning process.</p> <p>Chapter 3 relates to the production of development plan documents. Table 1 of Page 14 specifically sets out the methods of community involvement that may be used at each stage in the preparation of a Local Plan. Whilst Taylor Wimpey does not disagree with the contents of Chapter 3 in principle, it considers that a further section should be included (at the end of Page 16) which covers engagement with the Local Planning Authority during the Local Plan process. Suggested</p>	The Council has already engaged with landowners and developers of sites at an early stage in the Local Plan preparation. As the Local Plan preparation progresses the Council will prioritise engagement on sites which are likely to contribute to the preferred spatial option.	No

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			<p>text is provided below:</p> <p><i>“Engagement with the Local Planning Authority in the preparation of Local Plans</i></p> <p><i>At all stages in the production of a Local Plan, Officers should undertake engagement with developers and landowners who have sites being considered for allocations early on in the process to enable any key issues to be raised and addressed prior to any formal allocations being made. This proactive and collaborative approach will ensure that the site’s being brought forward through the Local Plan are available, suitable and deliverable and that there are no technical constraints that would preclude them coming forward during the plan period. It also provides greater certainty and transparency to both parties, saves time later in</i></p>		

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			<i>the decision-making process; and encourages the delivery of a more acceptable and high-quality development.”</i>		
129		Comment	<p>Chapter 7 relates to the development management process and notes at paragraph 7.32 that the Council strongly encourages landowners and developers to undertake pre-application community consultation, especially for large, complex or controversial proposals and for proposals that will be contrary to the Development Plan.</p> <p>Taylor Wimpey is supportive of this approach and is committed to undertaking meaningful community engagement on all sites it promotes and/or has an interest in bringing forwards, to ensure that local residents’ and key stakeholders’ views are heard and taken of board, where possible.</p>	The Council will engage with all developers who wish to enter into formal pre application discussions in accordance with the Council’s approved protocol.	No

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			<p>Taylor Wimpey also welcomes the inclusion of Paragraph 7.34 which encourages developers to contact the Council before commencing a community involvement exercise, to agree the scope of the exercise and the types of method that will be employed. This approach acknowledges that there is no 'one size fits all' approach to community consultation and therefore it would not be appropriate to impose any rigid or restrictive requirements through the SCI.</p> <p>However, as per its comments on Chapter 3, Taylor Wimpey considers that additional text relating to pre-application engagement with WMBC Officers should also be included in Chapter 7, rather than focusing solely on engagement with the community. Suggested text is provided below:</p> <p><i>“Pre-application Engagement with</i></p>		

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			<p><i>the Local Planning Authority</i></p> <p><i>Developers are encouraged to engage with the council in pre-application discussions prior to the submission of a major planning application to discuss a development proposal and any issues that may arise from it. This has the benefits of allowing relevant issues to be raised and resolved early, providing more time to consider and develop better quality solutions, and removing delay to the formal planning process. Entering into pre-application discussions with potential developers enables effective communication between the developer, the council and interested parties.”</i></p> <p>Summary</p> <p>Overall, Taylor Wimpey is broadly supportive of the contents of the</p>		

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			<p>updated SCI, however has suggested some additional text for inclusion which details the importance of pre-application engagement between developers and the Council at both the plan-making and decision-making stages.</p> <p>Taylor Wimpey would not support the introduction of any amendments to the SCI that introduce any highly prescriptive or onerous consultation requirements.</p> <p>If and when the Taylor Wimpey sites come forward for residential development, Taylor Wimpey is committed to taking an appropriate and proportionate approach to consultation at the earliest opportunity, including engaging with both the Council, the local community and any relevant stakeholders to ensure that their views are considered and any key issues resolved.</p>		

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130	SCI33 SCI34	Comment	As an over-arching comment, I find the document to be a useful reference point in that it sets out the Council's obligations under national legislation. In particular, in light of the recent consultations re the Draft Local Plan and on-going liaison between your department and the Wirral Greenspace Alliance, Table 1 (pp. 14, 15 & 16) is a timely reminder of the Council's obligations in this respect.	Noted	No
131	SCI33 SCI34		<p>Section 3</p> <p>Local Plans and the Local Plans Examination Process.</p> <p>3.9 Assurance is needed and evidence shown that this requirement of the Council has been fully met.</p> <p>3.10 It is vital that maximum publicity is given where any time constraints are concerned</p> <p>3.11 This is crucial. The choice of those people appearing before the independent examiner needs careful management.</p> <p>3.12 Ditto.</p>	<p>3.9 The Council will publish a formal consultation statement under Regulation 22 when submitting the Local Plan for Examination setting out a summary of the comments received, of the key issues that have been raised and how these issues have been addressed.</p> <p>3.10 The Council will advertise the Regulation 19 consultation widely, in line with commitments set out within the SCI.</p> <p>3.11 and 3.12 -See response to 64 above</p>	No

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			3.17 As in 3.10 above.	3.17 Notice of Adoption will advertised in line with the commitments set out in Table 1	
132	SCI33 SCI34	Comment	<p>Evidence base.</p> <p>3.24 In common with many others, I believe that some of the most fundamentally important parts of the evidence base are flawed and, most importantly, out-dated. The last part this subsection refers to “ the need to respond to issues raised in response to public consultation on emerging proposals”.</p> <p>WBC has been unable – unwilling? – to provide an updated evidence base on which to consult at both the Development Options Review consultation and the Issues and Options consultation. The amount of documentation provided at each consultation was simply overwhelming for most people, and needed to be much more focused. Archive material should be available on</p>	<p>3.24 See response to 16 and 66 above.</p> <p>3.25 See response to 14 and 66 above.</p> <p>3.30 See response to 17 above</p>	No

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			<p>the WBC website <u>at all times</u>, with updated documents completed in time for Local Plan decision-making instead of seeking to change – at the eleventh hour – the flawed and discredited original evidence base which the Council used at the outset.</p> <p>3.25 The same basic point as in 3.24. WBC may well find it convenient to publish updated documents between Local Plan stages but this directly results in overwhelming paperwork for the public to access and assimilate. This inevitably will have an adverse effect on community engagement and, as a consequence, less informed decision making.</p> <p>All Surveys, Studies and Assessments should be published and consulted on in anticipation of the Local Plan process not during it.</p>		

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			3.30 Tables should include Local Newspaper Publications and Notifications		
133	SCI33 SCI34	Comment	<p>Section 4</p> <p>Neighbourhood planning</p> <p>In 4.1, it states that the Council will provide advice and guidance. It would clearly be helpful if the Council will give some indication of the criteria which they will use to approve the setting up of community groups. Particularly relevant is an indication of the minimum size of any such group. This information needs to be available <u>before</u> any initial work is done by those wishing to participate. The current Section 4 is far too vague.</p>	The criteria and minimum size are set out in the relevant legislation and are not appropriate to reproduce within the SCI. The criteria and examples of how they have been applied can be found on the Neighbourhood Planning pages of the Council's website.	No
134	SCI33 SCI34	Comment	<p>Section 5</p> <p>Community Infrastructure Levy</p> <p>There are no free lunches! The concept of widening community involvement is laudable and</p>	See responses to 76, 98 and 106 above.	

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			<p>there clearly will be a cost which the Council will wish to cover – or recover.</p> <p>There is a danger that a Levy will be viewed by many as a device to put more money into the Council's coffers and that the above concept is little more than a "box-ticking" exercise by the Council.</p>		
135	SCI33 SCI34	Comment	<p>Section 7</p> <p>The development management process</p> <p>Whilst the Council, in exercising its function as a Planning Authority, is required by law to give publicity to all planning applications, there remains widespread concern that Press Notices fail to reach large sections of the community. It is one thing for the Council to be able to claim that it has met its statutory duties but quite another for it to ignore that people's access to newspapers and</p>	<p>See Response to 59 above.</p> <p>7.7 See response to 24 above</p> <p>7.11 See response to 26 above.</p>	

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			<p>reading habits have changed. Ensuring the “Heineken Effect” of publicity should be regarded as an extra obligation. For instance, previous use of bin collection lorries for advertising the Council’s policies/plans and general information proved an excellent way of reaching out to the public.</p> <p>7.7 Community groups should have automatic notification of individual applications. Historically this was always practiced but has lapsed in recent years. This is particularly important when Green Belt applications are involved where Local Councillor notification should also be automatic.</p> <p>7.11 The reference to “Non material minor amendments” allows a subjective judgement to be made by the planning officer. Any such amendments should be consulted upon particularly where heritage and conservation issues are of concern. Notified</p>		

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			bodies should be made aware of amendments and given time to comment.		
136	SCI33 SCI34	Comment	<p>Section 8</p> <p>Consultation bodies and consultees</p> <p>8.1 In that part of the table headed "General Consultation Bodies", I am concerned by the omission of the Barnston Conservation Society. This society has been actively and closely involved in all consultations thus far and its leading members, strongly supported by the wider membership, have produced a great deal of accurate, well-researched documentation which has previously been submitted to the Council in the earlier consultations.</p> <p>This omission should be remedied forthwith.</p>	See Response to 85 above	

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137	SCI33	Comment	In conclusion, for Community Involvement to work – to be more than just words – the Council must demonstrate its active commitment to establishing and operating a system which the public trusts. Sadly, the absence of such trust is all too evident.	Noted	
138	SCI34	Comment	Overall, the document is a useful reference point as it sets out the Council's obligations under national legislation. In particular, with regard to the recent consultations re the Draft Local Plan and on-going liaison between your department and the Wirral Greenspace Alliance, Table 1 (pp. 14, 15 & 16) is a timely reminder of the Council's obligations in this respect.	Noted	No
139	SCI39	Comment	Thank you for the consultation on the updated Statement of Community Involvement. The Canal & River Trust have the following comments to make.	Noted	Yes Add the Canal & River Trust to National Bodies and Agencies in Table at Section 8.1

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			<p>The Canal & River Trust would welcome being listed as a 'National Bodies & Agencies' in the table at section 8.1, in relation to being consulted on planning policy matters.</p> <p>The Canal & River Trust are a statutory consultee on development management matters.</p>		
140	SCI28	Comment	It seems that the opportunity for the community to make changes to the involvement statement prior to the new local plan has been missed, as WBC failed to review the SCI in 2019. The SCI update should have been actioned prior to the local plan consultation in 2020.	Please see response to 62 above.	
141	SCI28	Comment	In the 2018 local plan consultation 3000 people responded almost unanimously stating no Greenbelt was to be released, yet in the 2020 local plan documentation over 6000 homes were identified on Greenbelt. If the Council wants a community's views, those views should not be ignored.	The Council has taken account the comments submitted during the 2018 consultation. The Issues and Options Regulation 18 consultation set out the Council's preferred Options to meet the Borough's housing and employment needs entirely within the urban area. However, due to uncertainties over the delivery of some sites the Issues and Options	No

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				document set out two options for potential green belt release.	
142	SCI28	Comment	<p>SCI and the local plan regulation 18 The community will not see the draft plan until councillors have voted on it to be issued for submission to the Government. – this gives the community no involvement in the final draft plan.</p> <p>SCI and the local plan regulation 19 No community involvement here - it is a 6 week public notice not a consultation.. The community are in no position to challenge the legal compliance or soundness of the plan. We expect the plan to reflect the views of the community from the regulation 18 consultation. The draft plan should be consulted on by the community before councillors vote and before it is submitted to the Government for approval.</p> <p>SCI Covid addendum and local plan The Covid addendum denies the community the opportunity to be heard by the person appointed to carry out the independent</p>	See response to 63, 64 and 49 above.	No

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			examination of the local plan, because WBC has brought forward the plan's publication to February 2021. WBC should wait until Covid is resolved and complete the necessary outstanding reports from the evidence base and allow the procedure to be completed with full community involvement.		
143	SCI28	Comment	Sustainability Appraisals The sustainability appraisals for specific greenbelt sites have not been published. The sustainability reports in the consultation document all stated specific site reports were required prior to any greenbelt site being included in the final plan.	See response to 65 above	No
144	SCI28	Comment	Evidence Base The evidence base reports issued with the consultation document were incomplete. The most critical reports, sustainability, habitats, agricultural, biodiversity, flooding and infrastructure development reports all stated that further investigations were required and site specific reports were required for	Please see response to 14 and 66 above.	

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			any greenbelt site before its inclusion in the plan. We have not seen these completed documents and the community is not going to be invited to comment prior to the final draft plan.		
145	SCI28	Comment	Referendums for neighbourhood plans and orders We suggest that, the views of all residents who will be affected by the plans concerning their area, should be sought.	Please see response to 68 above	No
146	SCI28	Comment	The impact of the new planning laws on the SCI document. The timing by WBC of this SCI consultation has rendered it too late to affect the local plan but it is also too early for the proposed new planning laws. Major parts of the statement of community involvement will become redundant and need revising in 2021 when new laws are introduced. Pre-application procedures	Please see response to 69 above	

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			<p>Update the statement of community involvement to deal with the new laws.</p> <p>Planning decisions All planning decisions should be decided on local referendum.</p>		
147	SCI28	Comment	<p>Consultation bodies and consultees</p> <p>The evidence based reports provided by the consultees listed were, by their own admission incomplete. Clearly WBC didn't use the reports to develop the local plan. Regarding our local site Option 2A the consultee's report was against that greenbelt site's development but the Council included it in their plan.</p>	See response to 66 above	
148	SCI31	Comment	<p>2.13 In order to minimise duplication of effort, maximise the value of public consultation and safeguard the use of public resources, the Council will, wherever possible, use existing consultation arrangements to engage and involve the community in the land-use planning system, where these can be used effectively within the timetable for</p>	See response to 3 above	No

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			<p>the preparation of local development documents or for informing individual planning decisions. However, the Council will where appropriate use tailored digital and web-based systems to improve community engagement in the preparation of policy document and decisions on planning applications. Response: Whenever Community Involvement occurs, early feedback needs to be given in form of Notes or Minutes uploaded to the Council Website under a clear heading, with what was heard/discussed, what was learned, is to be used or not and why.</p>		
149	SCI31	Comment	<p>2.16 Responses to public consultation will be summarised and may be made publicly available to view on the Council's website. Response: The Council <i>needs to</i> make publicly available the summary of responses. (This has not been done with the Local Plan).</p>	<p>The Council has always published a summary of responses as each stage in the process is reached. The Council is still preparing the summary of responses to the latest consultation and the Council's responses to each of the comments received, which cannot be completed until the final Plan has been prepared. The Council received some 28,000 separate comments from 1,800 individuals and organisations on the Regulation 18</p>	No

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				Issues and Options Consultation. This has led to an unavoidable delay in publishing the comments received. See also response to 3 above.	
150	SCI31	Comment	3.8 The emphasis during these early stages [of prep Local Plan] will be on making simple background information as widely available as possible. Response: This has not been seen with current Local Plan documentation or consultations.	This is not a comment on the content of the SCI.	No
151	SCI31	Comment	3.9 The Council must take account of any representation made in response to invitations to comment during these early stages ¹² . Response: In addition, the Council needs to let consultees know what changes have been made in light of responses received.	This is a standard and statutory part of the reporting process and the Council's responses to each comment received will normally be set out in the Consultation Statement which will be produced at each stage of the Local Plan preparation.	No
152	SCI31	Comment	3.20 Walk in exhibitions are likely to be the most effective method for testing area specific proposals, whereas more limited, targeted consultations are likely to be more relevant for documents on more specialist themes and topics.	See response to 9 above.	

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			Response: Limiting the use of public meetings is not acceptable. Drop in meetings may be useful but should not replace proper public meetings.		
153	SCI31	Comment	<p>Sustainability Appraisal</p> <p>3.23 The Council will consult on the scope and content of a sustainability appraisal with statutory consultees and will invite public comments on the appraisal to be submitted at each stage in the plan or document making process.</p> <p>Response: Also need to know what changes Council made in light of responses.</p>	This is already a normal part of the reporting process.	No
154	SCI31	Comment	<p>Evidence Base</p> <p>3.24 The Council will undertake or commission specialist technical surveys, studies or assessments to inform the content of emerging local development documents, to meet national policy requirements or to respond to issues raised in response to public consultation on emerging proposals.</p> <p>Response: Residents need to be able to view and if possible comment on brief</p>	This is not practicable and would lead to unnecessary delay. It could also compromise the professional independence of any work to be undertaken. In most cases the brief is already drawn up to respond to comments received through previous public consultation and the contents may be commercially confidential. The key elements of the brief are set out in the evidence study itself.	No

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155	SCI31	Comment	3.25 The results of the surveys, studies or assessments used in the preparation of a local development document will be published for public comment at the next appropriate stage in the plan making process. Response: Also need to know what changes Council made in light of responses.	The Consultation Statement produced at the next stage of the local plan will indicate where changes have been made to evidence studies arising from comments received. Comments received at Regulation 19 stage on evidence studies will be passed directly to the Inspector appointed to undertake the Examination.	No
156	SCI31	Comment	Table 1 – Local Plan REG 18 All documents to be available for inspection at Principal Office Response: Documents also need to be made available online	This is stated in the Table 1	No
157	SCI31	Comment	Reg 25 Publication on the Council website Response: Documents also need to be available for inspection at Principal Office	See response to 12 above	
158	SCI31	Comment	Reg 34 Publication of monitoring reports on the Council website Response: Documents also need to be available for inspection at Principal Office		No

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159	SCI31	Comment	Table 2 - SPD Reg 14, 34 Response: Documents also need to be available for inspection at Principal Office and not just online.		Yes add 'All documents to be available for inspection at a principal office' in Table 2, Reg 14
160	SCI31	Comment	4 Neighbourhood planning 4.1 The Council will provide advice and guidance to community groups undertaking neighbourhood planning. Response: The Council needs to be better and adequately resourced to achieve this.	Noted but Council officers are normally closely and regularly involved with both emerging and designated community groups, as their proposals emerge.	No
161	SCI31	Comment	Table 3 Neighbourhood Forums Methods Community Involvement Designation of Neighbourhood Forum Response: It is not sufficient to just use electronic means to publish documents online– need to advertise to residents by other means as well	See response to 17 above. The qualifying body is expected to publicise its intended formation widely within the local community before submitting their application and to include details about the consultation undertaken within their application. They normally publicise their own application to demonstrate community support as part of the application and designation process, which is likely to be more effective than anything the Council might do.	No

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162	SCI31	Comment	Designation of Neighbourhood Area Response: It is not sufficient to just use electronic means to publish documents online– need to advertise to residents by other means as well.	See response to 17 above. The qualifying body is expected to publicise its proposed boundaries of operation widely within the local community before submitting their application and to include details about the consultation undertaken within their application. They normally publicise their own application to demonstrate community support as part of the application and designation process, which is likely to be more effective than anything the Council might do.	No
163	SCI31	Comment	Making Neighbourhood Plan Response: It is not sufficient to just publish online, documents need to be available for inspection at Principal Office.		Yes add 'Main documents to be available for inspection at a principal office' to Table 3, final row.
164	SCI31	Comment	Table 4: Methods of Community Involvement in production of Neighbourhood Development Order or Community Right to Build Order		
165	SCI31	Comment	Designation of Neighbourhood Forum Response: It is not sufficient to just publish online, documents need to	The qualifying body is expected to publicise its intended formation widely within the local community before submitting their application and to include details about the consultation	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			be available for inspection at Principal Office	undertaken within their application. They normally publicise their own application to demonstrate community support as part of the application and designation process, which is likely to be more effective than anything the Council might do.	
166	SCI31	Comment	Examiner's Report Response: It is not sufficient to just publish online, documents need to be available for inspection at Principal Office		Yes add 'Examiner's report to be available for inspection at a principal office' to Table 4, row 6.
167	SCI31	Comment	Making Neighbourhood Order Response: It is not sufficient to just publish online, documents need to be available for inspection at Principal Office.		Yes add 'The made order to be available for inspection at a principal office' to Table 4, final row.
168	SCI31	Comment	7 The development management process 7.4 The Council currently uses neighbour notification letters as a means of publicising planning applications. It has found that this is currently the most effective method, where small numbers of residents are likely to be affected by a development and enables people who have been unable to see a Press Notice to express their views.	The Council notifies those with an immediate (shared) boundary with the application site. This does not include those on the opposite side of a road. However, having regards to the nature of the development being proposed the LPA may widen its neighbour notifications to include properties who do not share a common boundary. Clearly there has to be a cut off point and this will be at the discretion of the case officer	

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			Response: The Council need to be more efficient in during this as the current approach is very inconsistent with some neighbours receiving notification whilst others not.	and/or in consultation with Team Leaders and/or the DM Manager. For local plan site notifications - we do include the other side of the road - we include all immediately surrounding properties	
169	SCI31	Comment	Table 6: Permitted development requiring prior notification to the planning authority - Site Notice posted by the developer. Response: Does this Council check that this has been done?	Yes. And where appropriate the LPA may also post its own Site Notice	No
170	SCI31	Comment	7.6 Additional publicity, in the form of Site Notices and additional notification letters, may be given to developments likely to create wider concern at the discretion of the Case Officer, in consultation with the Development Management Manager. Response: Site notices in Table 6 seem to be required for all applications, so why are site notices here at the discretion of the case officer? In our experience the use of site notices is very patchy and their	Site Notices are posted having regards to our Statutory requirements. Neighbour Notifications are generally more effective. However, the Regs require a Site Notice as well then we will post one. Also, for development that is likely to have wider impacts we will post a Site Notice.	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			frequency of use is decreasing. Is Table 6 to be interpreted as only one of the options that needs to be implemented, in which case this should be made clearer?		
171	SCI31	Comment	<p>7.7 Local community groups can be notified of individual applications, by arrangement.</p> <p>Response: This can be very important. What criteria are used to decide? Community Groups should automatically be notified of proposals to build on Green Belt in their area. We understand that WMBC has refused to notify the Wirral Society of all Green Belt applications. We would like to see a facility for a local group to respond online in the name of the organisation, rather than the private address of the representative, so members can determine when comments have been made by their organisation.</p>	Please see response to 84 and 91 above.	
172	SCI31	Comment	7.11 Non material minor amendments to a planning application, required by the Council or by the applicant, will be accepted	There is no statutory obligation to re-consult on amended plans. The Case Officer in consultation with his/her Team Leader and/or the DM	

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			<p>where the planning application has not yet been determined. Re-notification and publicity will not be undertaken on minor amendments but the amended plans will be placed on the Council's website.</p> <p>Response: Re-notification & publicity should be given at least to neighbours and organisations who are registered for notification to be alerted to there being any amendments to an application. Also it is not just sufficient for these notifications to be added to the Council Planning Webpages, they must also be available for inspection at the Planning Office.</p> <p>Our experience is that significant amendments can be made to plans without adequate time made for re-consultation before a decision is made, and in at least one case a revised plan has never been put on the portal, which limited the Society's ability to contribute to the subsequent appeal.</p>	<p>Manager will take a view as to whether additional consultation is required having regard to the amendments proposed. Generally, this will only occur if the amendments are considered to present new issues that may not have arisen with the original plans.</p>	
173	SCI31	Comment	7.15 In the second case, the Council will require that a Site Notice be posted. In both cases, developers	Yes	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			<p>have to complete a certificate to confirm that appropriate publicity has been undertaken.</p> <p>Response: Does this Council check that this has been done?</p>		
174	SCI31	Comment	<p>7.20 All planning applications will be made available for public inspection at the local planning authority's principal office during normal office hours....</p> <p>Response: This is very important. At present, however access to such documentation is very limited – selected days in the week at limited hours. The Council must be adequately resourced to ensure access 5 days a week during normal working hours as a minimum.</p>	<p>The Council provide access wherever possible subject to resources. All plans and supporting documentation are uploaded online and people are encourage to use the online search facility. Appointments can be made for the public to view documents at the Council Office. Offering selected days allows the Service to ensure this can be adequately managed and resourced.</p>	

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
175	SCI31	Comment	<p>.....and on the Council's website at www.wirral.gov.uk/planning. The website allows simple searches to be made by keyword, reference number, postcode or single line of address. The website also allows a more advanced search to be made by applicant name, application type, Ward, Conservation Area, development type and date of submission. Searches can also be made by Committee Date and Weekly/Monthly Lists.</p> <p>Response: Discharge of conditions information is not provided online so there is no way that conformance can be monitored. This is particularly important for landscape plans which no longer appear to be mandatory as part of the original application but are required to be produced as a condition of approval. Good community engagement would allow the public to see the plans which had been submitted and to ensure they were actually implemented.</p>	There is no statutory requirement to publish/consult on plans submitted for discharge of conditions. However, the Council do consult with statutory consultees where appropriate and the final Decision Notice is posted online.	No
176	SCI31	Comment	7.27 People who have submitted comments on the application will not	If a name/contact details and an email address is provided we can	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			<p>normally be advised of the final decision in writing. People who have submitted comments are encouraged to keep up to date with the application via the Council's website. You can register with the website which can provide you with updates in relation to an application including when the decision has been made.</p> <p>Appeals Response: The Heswall Society receives a number of notifications by mail. We would prefer such communications to be by email to avoid the cost of postage and to make dissemination of the information easier and faster.</p>	arrange for notifications to be sent via email rather than post.	
177	SCI31	Comment	7.30 In the case of an appeal, the Council will write to all those who were notified of the original application, all the individuals and organisations that commented on the planning application, Ward Members and the Chair of Planning Committee, to inform them that an appeal has been submitted, so that they can make further representations to the Planning	The Council will consider making this a permanent solution	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			<p>Inspector appointed to handle the appeal.</p> <p>Response: The appeal documentation should be online to encourage community engagement in the process. This has been introduced as a COVID measure and should be made permanent. As in our response to 7.27 we would such communication to be via email.</p>		
178	SCI31	Comment	<p>Page 39 - General Consultation Bodies Table:</p> <p>Response: The Wirral Green Space Alliance (WGSA), a consortium of 31 local groups, should be included in the list.</p>	See response to 31 above.	Yes see 31
179	SCI22	Comment	I strongly object to the removal of any green belt allocations in the local plan. Further housing is not required on our green belt. There is adequate brownfield land.	This comment is not relevant to the SCI but is a comment on the content of the emerging Local Plan	No
180	SCI21	Comment	Sir I note that your Statement of Community Involvement documentation states the importance of involving all residents	This has been an unavoidable side-effect of publishing a weekly notice in a local newspaper. The Council can only currently address the issue of	No

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			<p>irrespective of race, gender, disability, age, etc. I also note that the main indicated ways in which information on site planning applications are communicated are on-site notices and notices in the local press.</p> <p>May I point out that the notices in the local press are always presented in a very small font size. At 74 I have very great difficulty reading them with or without reading glasses. I am certain I am not alone in this. My stroke disabled wife who has age related macular degeneration, cannot read them at all but can read normal size fonts. The E&HR Act requires that public service providers make reasonable adjustments for disability in the provision of services. May I suggest that printing planning notices in a normal or larger font size in press notices is a reasonable adjustment, possible at minimal cost. I also bring this to the attention of local activist groups involved in local planning issues.</p>	<p>font size in any formal notifications, such as in letters and on-line. The Council's planning portal is used by many other Council's for consultation purposes and was adopted for the Regulation 18 consultation on this basis. The Council will review the comments received on the practicalities of using the portal ahead of the Regulation 19 consultation.</p>	

	Comment ID	Nature of Representation	Wirral Statement of Community Involvement (SCI) Consultation	Council response	Change required to document
			By the way, not every Wirral citizen has access to a computer and your Consultation Portal, for many older, less savvy people, even with a computer, is not a portal but an obstacle.		

Appendix 1

Statement of
Community Involvement

Wirral Metropolitan Borough Council

Committee Draft for Approval



This document can be made available in alternative formats, on request, from Wirral Council, Regeneration and Place, Brighton Street, Wallasey CH27 9FQ, who can be contacted by telephone on 0151 606 2000.

Contents

1 Background	4
2 Principles Of Community Involvement	6
3 The Production Of Local Development Documents	9
4 Neighbourhood Planning	17
5 Community Infrastructure Levy	24
6 Protocols For Public Involvement	26
7 The Development Management Process	29
8 Consultation Bodies And Consultees	39
9 Glossary	43

Annex: COVID-19 STATEMENT

1 Background

1.1 A Statement of Community Involvement (SCI) is a statutory document intended to set local standards for public involvement in the Council's preparation of policy documents, like local plans and supplementary planning documents; in decisions on individual planning applications; and in support for neighbourhood planning proposals prepared by the local community.

1.2 The SCI sets out what the Council will do to meet the requirements for community consultation set out in national legislation and Government guidance. It also represents the Council's commitment to facilitate early community involvement when local planning policies are being drawn up and to promote continuous community involvement in local planning decisions.

1.3 Section 18 of the Planning and Compulsory Purchase Act 2004 requires all local planning authorities to prepare a SCI to set out how they will involve people in the preparation of statutory local development documents¹ and in development management decisions, and give advice and assistance in the preparation of neighbourhood planning proposals².

1.4 Local planning authorities must review an SCI at least every 5 years to reflect any local or national legislative changes, and to ensure effective community involvement at all stages of the planning process. This Statement therefore replaces the previous SCI published by the Council in 2014.

1.5 Further information on the Statement of Community Involvement can be obtained from the Regeneration and Place Department by:

- visiting our web site: <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/community-involvement-local-planning/statement>
- by emailing us at forwardplanning@wirral.gov.uk; or
- by telephone on 0151 606 2000

¹ For functions undertaken under sections 13, 15, 19, 26 and 28 of Part 2 – Local Development, of the Planning and Compulsory Purchase Act 2004 (as amended). Local Development Documents (LDD) include Development Plan Documents (which form part of the statutory development plan) and Supplementary Planning Documents (which do not form part of the statutory development plan). LDDs collectively deliver the spatial planning strategy for the local planning authority's area.

² Under powers set out in paragraph 3 of Schedule 4B of the Town and Country Planning Act 1990 and in paragraph 3 of Schedule A2 of the Planning and Compulsory Purchase Act 2004 (as amended)

1.6 This SCI is accompanied by an Annex which outlines the Councils approach to conducting community involvement while restrictions on people’s movement and social interaction are in place as a result of the Covid-19 pandemic. The Annex shows how effective community involvement will continue to take place during the pandemic. The Council will be guided by public health advice provided by the Government and other relevant bodies to determine how the Covid-19 related community involvement measures contained within this Annex will be applied.

2 Principles of community involvement

2.1 The Localism Act 2011 places a strong emphasis on involving local communities in shaping the places where they live.

2.2 The National Planning Policy Framework (NPPF, 2019) also retains a strong focus on community involvement within the planning process, stating that the production of plans should *'be shaped by early, proportionate and effective engagement between plan makers and communities, local organisations, businesses, infrastructure providers and operators and statutory consultees'*.³

Principles of Involvement

2.3 The precise nature of community engagement will vary with the main objectives of each stage of the planning process, from the initial involvement on emerging policies, to consultation on the details of individual planning applications, to the notification of decisions and the final adoption of policy documents.

2.4 It is important that the techniques employed are tailored to engage the most appropriate parts of the community at the stages when their involvement will be of greatest relevance and value. It is also important that there is a clear understanding of the purpose of the exercise and a clear understanding of the limits to what can be achieved within the legal, policy and financial constraints set by national Government.

2.5 The overall objective of the Council will be to work towards achieving consensus, wherever possible, through continuous community involvement.

Defining the Community

2.6 The term 'community' will be taken to embrace any individual, business or group that is likely to be directly affected by planning in Wirral both now and in the future. This includes everyone that lives, works or has an interest in the Borough together with local landowners, businesses and service providers, irrespective of their gender, faith, race, disability, sexuality, age or income.

2.7 National legislation identifies the broad types of group that should be involved in planning decisions⁴. A number of bodies are also subject to a wider legal duty to co-operate⁵. Any person is, however, entitled to make representations about an emerging local development document or about a planning application, before it is determined, provided the comments are made within the published period for comments to be received.

³ NPPF, paragraph 16

⁴ Regulation 18 of Town and Country Planning (Local Planning) (England) Regulations 2012 and listed under the headings of "general consultation bodies" and "specific consultation bodies" in Regulation 2 of Town and Country Planning (Local Planning) (England) Regulations 2012

⁵ Regulation 4 of Town and Country Planning (Local Planning) (England) Regulations 2012

2.8 Section 8 provides an example list of existing local groups and types of consultee that are already regularly consulted on planning matters in Wirral⁶.

Equality and Diversity

2.9 The Council is aware of the need for local consultation exercises to be designed to reach beyond the membership of established local groups and to be fully representative of those who live, work or carry on business within the area.

2.10 The Council is also aware of the need to identify methods to involve more “hard-to-reach” groups, such as the young, disabled, ethnic minorities, residents in deprived areas and Gypsies and Travellers. Traditional letter-based approaches have not always been successful in gaining an effective response from these groups and more targeted and innovative approaches may need to be applied in order to engage them more fully.

2.11 The Council has adopted a series of Corporate Customer Care Standards which can be viewed at: <https://wbcnet.wirral.gov.uk/business-support/customer-service-guidance> Planning services will comply with these guidelines, unless a different standard has been agreed in response to national regulations as part of this SCI.

2.12 The Council will, in particular, seek to minimise the barriers to effective participation by:

- ensuring that sufficient background information is provided to enable a meaningful response;
- ensuring that documents, letters and e-mails use plain English and avoid the use of unnecessary jargon;
- providing a consultation questionnaire to help people frame their responses to more lengthy documents or complicated issues;
- ensuring that venues for public meetings are genuinely accessible to the target communities;
- ensuring that venues for public meetings will provide appropriate facilities, such as induction loops, disabled access and toilets; and
- adopting appropriate digital and web-based systems

2.13 In order to minimise duplication of effort, maximise the value of public consultation and safeguard the use of public resources, the Council will, wherever possible, use existing consultation arrangements to engage and involve the community in the land-use planning system, where these can be used effectively within the timetable for the preparation of local development documents or for informing individual planning decisions. The Council will also, where appropriate, use

⁶ Section 8 of this Statement sets out how you or your organisation can be added to the Council’s mailing and contacts lists for local plans and supplementary planning documents

tailored digital and web-based systems to improve community engagement in the preparation of policy documents and decisions on planning applications.

2.14 This will, for example, include consultation with representatives from the Older People's Parliament, Youth Parliament, those with special needs, and local businesses.

2.15 The Council will meet the requirements of the Equality Act 2010. The Council will complete and publish all necessary equality impact assessments, publish equality objectives at least every 4 years, and publish the equality profile of the Council's workforce and customers.

Data Protection

2.16 The Council will comply with the Data Protection Act 2018 and the General Data Protection Regulation. Responses to public consultation may be summarised and may be made publicly available to view on the Council's website. The Council redacts comments from individual members of the public to remove personal data in respect of email addresses, telephone numbers and signatures unless they are required to be provided as part of a statutory process, such as a public inquiry, hearing or examination. Libellous, discriminatory or otherwise offensive comments, will not be made publicly available.

3 The production of local development documents

Legal Requirements

3.1 The documents which are to be prepared as local development documents are:

(a) any document prepared by a local planning authority individually or in co-operation with one or more other local planning authorities, which contains statements regarding one or more of the following—

(i) the development and use of land which the local planning authority wish to encourage during any specified period;

(ii) the allocation of sites for a particular type of development or use;

(iii) any environmental, social, design and economic objectives which are relevant to the attainment of the development and use of land mentioned in paragraph 3.1(a) (i) above; and

(iv) development management and site allocation policies, which are intended to guide the determination of applications for planning permission.

(b) where a document referred to in 3.1(a) above contains policies applying to sites or areas by reference to an Ordnance Survey map, any map which accompanies that document and which shows how the adopted policies map would be amended by the document if it were adopted.

(c) documents which, if prepared, are to be prepared as local development documents are any document which:

(i) relate only to part of the area of the local planning authority, identify that area as an area of significant change or special conservation and contain the local planning authority's policies in relation to the area; and

(ii) any other document which includes a site allocation policy.

3.2 Any document of the description referred to in 3(1)(a)(i), (ii) or (iv) or 3(c) is a local plan.

3.3 The main requirements for community involvement in the preparation of local development documents are currently set out in the Town and Country Planning (Local Planning) (England) Regulations 2012⁷

⁷ Statutory Instrument (SI) 2012, No 767 (as amended by the 2017 Regulations SI 1244)

3.4 Additional provisions are, however, also set out within the Environmental Assessment of Plans and Programmes Regulations 2004⁸ and the Conservation of Habitats and Species Regulations 2010⁹.

Local Development Scheme

3.5 The Council will publish the timetable for the preparation of a local plan on its website. The timetable will be updated on the Council's website as each stage in plan preparation is reached as required.

3.6 The Council will consult on the scope and content of the local plan by publishing proposals on its website and by notifying relevant bodies of the type set out in section 8 of this SCI¹⁰. The Council will also notify anyone who has previously expressed an interest in emerging planning documents and has requested to be added to the Council's mailing list¹¹.

3.7 The Council will also notify previous respondents to particular documents who have provided their contact details, as each stage in the preparation of the document is reached.

Local Plans

3.8 Public consultation must take place throughout the process of producing a local plan. The opportunities for public involvement are at their greatest during the early stages when the range of options open to the Council are being explored and assessed and before the final version of the local plan is published and submitted to the Secretary of State for public examination.

3.9 The emphasis during these early stages will be on making background information as widely available as possible, presenting information on potential options and other relevant matters using one or more of a range of engagement formats, which could include workshops/ online workshops, walk in exhibitions, and web-based interactive engagement 'portals'. A more focused, targeted consultation may also be undertaken with "hard-to-reach" groups including those with special needs, specific interests or within specific geographical areas. Traditional public meetings could also be arranged if the Council considered they were appropriate.

3.10 The Council must take account of any representation made in response to invitations to comment during these early stages¹².

⁸ (SI 2004, No 1633, relating to the strategic environmental assessment of plans and programmes

⁹ SI 2010, No 490 (as amended), relating to the appropriate assessment of impacts on designated European Sites

¹⁰ As defined in Regulation 2 of Town and Country Planning (Local Planning) (England) Regulations 2012

¹¹ Further information about how to do this is set out in Section 8 of this SCI

¹² Regulation 18(3) of the Town and Country Planning (Local Planning) (England) Regulations 2012

3.11 The later stages of the process are more restricted by national legislation. There is a minimum statutory six-week period for representations to be received on the soundness or legal compliance of the proposed submission draft local plan¹³.

3.12 Anyone who makes representations seeking a change to the proposed submission draft Local Plan within the appropriate deadline will, at the time of submitting their representation¹⁴, be given the opportunity to request to appear and be heard by the person appointed to carry out the independent examination of the local plan¹⁵. The decision as to who will be invited to appear at the Examination will be made by the Inspector.

The Local Plan Examination Process

3.13 The Council expects that the majority of assessments carried out by the Inspector will be in the form of written representations, although it will be for those seeking changes to the local plan to decide if they wish to appear and be heard at the examination. The Inspector must consider all of the representations that have been submitted, whether in writing or presented at the examination hearing, before completing their report.

3.14 The Council via the Programme Officer for the Examination will publish and notify anyone who has made a representation of the date, time and place of the hearing and of the name of the Planning Inspector that has been appointed, at least six weeks before the public hearing takes place¹⁶. The Programme Officer will be the contact point for the Inspector.

3.15 In the event that main modifications are required to the proposed Local Plan, the Council will consult on the content of those modifications for no less than six weeks in accordance with the Regulations.

3.16 The Council will publish the Inspector's report as soon as possible after it is received and give notice to those who have requested to be notified¹⁷.

3.17 The Council can only adopt the Local Plan in line with the Inspector's recommendations¹⁸. No further consultation will take place at this stage and the final processes provide only for the notification of adoption to people who have requested to be notified¹⁹.

¹³ Regulation 17 of the Town and Country Planning (Local Planning) (England) Regulations 2012, item (c) under the heading "statement of the representations procedure" and Regulation 20 "Representations relating to a Local Plan"

¹⁴ The Representation Form will include an opportunity to request to attend the oral part of the examination

¹⁵ Section 20(6) of the Planning and Compulsory Purchase Act 2004 (as amended)

¹⁶ Regulation 24 of the Town and Country Planning (Local Planning) (England) Regulations 2012

¹⁷ Regulation 25 of the Town and Country Planning (Local Planning) (England) Regulations 2012

¹⁸ Section 23 of the Planning and Compulsory Purchase Act 2004 (as amended)

¹⁹ Regulation 26 of the Town and Country Planning (Local Planning) (England) Regulations 2012

3.18 A statutory period for judicial review will extend for six weeks from the date on which the local plan was adopted²⁰.

Supplementary Planning Documents

3.19 The process for adopting a Supplementary Planning Document (SPD) is shorter and simpler and does not involve submission to the Secretary of State or independent public examination. Opportunities for public involvement are greatest in the early stages, before the draft SPD is published for public consultation.

3.20 The methods used to foster effective community involvement will largely be determined by the nature and content of the SPD proposed but will include one or more of a range of engagement formats including focus groups and workshops/ online workshops, walk in exhibitions, and web based interactive engagement 'portals'.

3.21 Walk in exhibitions are likely to be the most effective method for testing area-specific proposals, whereas more limited, targeted consultations are likely to be more relevant for documents on more specialist themes and topics.

3.22 There is a minimum statutory four-week period for public consultation on the draft SPD²¹.

3.23 A statutory period for judicial review will extend for three months from the date on which the supplementary planning document was adopted²².

Sustainability Appraisal

3.24 The Council will consult on the scope and content of a sustainability appraisal with statutory consultees and will invite public comments on the appraisal to be submitted at each stage in the plan or document making process.

Evidence Base

3.25 The Council will undertake or commission specialist technical surveys, studies or assessments to inform the content of emerging local development documents, to meet national policy requirements or to respond to issues raised in response to public consultation on emerging proposals.

3.26 The results of the surveys, studies or assessments used in the preparation of a local development document will be published for public comment at the next appropriate stage in the plan making process.

²⁰ Section 113 of the Planning and Compulsory Purchase Act 2004 (as amended)

²¹ Regulation 12(b)(i) of the Town and Country Planning (Local Planning) (England) Regulations 2012

²² Regulation 11 of the Town and Country Planning (Local Planning) (England) Regulations 2012

Monitoring Reports

3.27 Statutory monitoring reports will be published on the Council's website²³.

3.28 The Council will consult on the proposed content of future monitoring alongside the content of the Local Plan.

Methods of Community Involvement












3.29 The types of method of community involvement that the Council will seek to promote will depend on the type and content of the local development document that is being prepared.

3.30 The Council will identify the most appropriate methods to involve and engage the community at a scale and nature of consultation that is appropriate to that document and audience.

3.31 The following tables set out the types of methods of community involvement that may be used at each stage in the preparation of a local development document.

²³ Regulation 34 of the Town and Country Planning (Local Planning) (England) Regulations 2012

Table 1 – Methods of community involvement in the production of a Local Plan

Stage	Method of community involvement
<p>Initial Consultation (Regulation 18)</p>	<p> Notification letters / emails to registered contacts and statutory consultees</p> <p> Neighbour notification letters / emails for site specific development proposals only</p> <p> One or more: walk in event/s, workshop/s, online workshop/s, web-based interactive 'portal', and targeted consultation for specific groups including those with special needs</p> <p> Consultation questionnaires</p> <p> Publication of all documents (including evidence studies) on the Council website</p> <p> All documents to be available for inspection at a principal office</p>
<p>Proposed Submission Draft (Regulation 19)</p>	<p> Notification letters / emails to statutory consultees and previous respondents</p> <p> Neighbour notification letters / emails for site specific development proposals only</p> <p> Deposit of proposed submission draft and other background documents including reports of previous consultation at a principal office</p> <p> Consultation questionnaires</p> <p> Publication of all documents (including evidence studies) on the Council website</p>


























Stage	Method of community involvement
Submission (Regulation 22)	<div data-bbox="619 286 703 376"></div> <p data-bbox="751 293 1437 365">Notification letters / emails to statutory consultees and those who have requested to be notified</p> <div data-bbox="619 405 703 495"></div> <p data-bbox="751 405 1321 510">Deposit of draft Plan and other background documents including reports of previous consultation at a principal office</p> <div data-bbox="619 539 703 607"></div> <p data-bbox="751 551 1433 580">Publication of all documents on the Council website</p>
Public Examination (Regulation 24)	<div data-bbox="619 674 703 763"></div> <p data-bbox="751 674 1406 779">Notification letters / emails by the Programme Officer to those who have made representations on the Regulation 19 document.</p> <div data-bbox="619 831 703 898"></div> <p data-bbox="751 819 1337 925">Publication of all documents on the Council website and via the Programme Officer's Examination website</p> <div data-bbox="619 1021 703 1088"></div> <p data-bbox="751 965 1433 1155">The name of the Inspector and Programme Officer will be made available on the Local Plan Examination web pages. The Programme Officer's contact details will also be provided as the contact for the Inspector.</p>
Inspectors Report (Regulation 25)	<div data-bbox="619 1205 703 1294"></div> <p data-bbox="751 1200 1222 1229">Publication on the Council website</p> <p data-bbox="751 1267 1414 1296">To be available for inspection at a principal office</p>
Adoption (Regulation 26)	<div data-bbox="619 1361 703 1451"></div> <p data-bbox="751 1361 1437 1433">Notification letters / emails to statutory consultees and those who have requested to be notified</p> <div data-bbox="619 1473 703 1563"></div> <p data-bbox="751 1473 1393 1503">Deposit of the adopted Plan at a principal office</p> <div data-bbox="619 1570 703 1637"></div> <p data-bbox="751 1547 1401 1619">Publication of adopted Local Plan on the Council website</p>
Monitoring (Regulation 34)	<div data-bbox="619 1697 703 1765"></div> <p data-bbox="751 1686 1441 1758">Publication of monitoring reports on the Council website</p>

Table 2 – Methods of community involvement in the production of a Supplementary Planning document

Stage	Method of community involvement
<p>Initial Consultation (Regulation 12)</p>	<div style="display: flex; flex-direction: column; gap: 10px;"> <div style="display: flex; align-items: flex-start;">  <p>Notification letters / emails to registered contacts and statutory consultees</p> </div> <div style="display: flex; align-items: flex-start;">  <p>Neighbour notification letters / emails for site specific proposals only</p> </div> <div style="display: flex; align-items: flex-start;">  <p>One or more: walk in event/s, workshop/s, online workshop/s, web-based interactive ‘portal’, and targeted consultation for specific groups including those with special needs.</p> </div> <div style="display: flex; align-items: flex-start;">  <p>Consultation questionnaires</p> </div> <div style="display: flex; align-items: flex-start;">  <p>Publication of all documents (including evidence studies) on the Council website</p> </div> <div style="display: flex; align-items: flex-start;">  <p>All documents to be available for inspection at a principal office</p> </div> </div>
<p>Draft SPD (Regulation 13)</p>	<div style="display: flex; flex-direction: column; gap: 10px;"> <div style="display: flex; align-items: flex-start;">  <p>Notification letters / emails to statutory consultees and previous respondents</p> </div> <div style="display: flex; align-items: flex-start;">  <p>Neighbour notification letters / emails for site specific proposals only</p> </div> <div style="display: flex; align-items: flex-start;">  <p>Consultation questionnaires</p> </div> <div style="display: flex; align-items: flex-start;">  <p>Publication of all documents (including evidence studies) on the Council website</p> </div> <div style="display: flex; align-items: flex-start;">  <p>All documents to be available for inspection at a principal office</p> </div> </div>
<p>Adoption (Regulation 14)</p>	<div style="display: flex; flex-direction: column; gap: 10px;"> <div style="display: flex; align-items: flex-start;">  <p>Notification letters / emails to statutory consultees and previous respondents</p> </div> <div style="display: flex; align-items: flex-start;">  <p>Publication of all documents on the Council website</p> </div> </div>
<p>Monitoring (Regulation 34)</p>	<div style="display: flex; flex-direction: column; gap: 10px;"> <div style="display: flex; align-items: flex-start;">  <p>Publication of monitoring reports on the Council website</p> </div> </div>

4 Neighbourhood planning

4.1 The Council will provide advice and guidance to community groups undertaking neighbourhood planning.

4.2 The Statement of Community Involvement (SCI) is not intended to set standards for the consultation undertaken by qualifying bodies, such as a neighbourhood forum, when preparing neighbourhood plans and development orders, but qualifying bodies should ensure that the wider community is kept fully informed of progress and has appropriate opportunities to comment on proposals in accordance with the Neighbourhood Planning (General) Regulations 2012²⁴.

Designating a Neighbourhood Forum / Neighbourhood Area

4.3 Before submitting an application to the Council, the community should publicise the existence of the forum and its objectives and the boundary of the proposed neighbourhood area as widely as possible and maximise community support for any future activity.

4.4 The community should also consult the Council on the likely planning ambitions of the community and identify any wider considerations that might influence the type and content of any future neighbourhood planning proposals. The Council will discuss the issues likely to arise, advise on the best way to proceed and comment on the content of any draft applications before they are formally submitted.

Pre-Submission Consultation and Publicity

4.5 Before submitting a neighbourhood plan or order to the Council, the qualifying body must undertake consultation for a minimum of six weeks²⁵. The Council will provide advice and guidance on advertising the proposals.

4.6 A consultation statement should be submitted setting out details of all the consultation undertaken²⁶.

Publication of a neighbourhood plan or Order

4.7 Following the submission of a neighbourhood plan or Order, the Council will publicise the submitted documents for at least six weeks to allow any final public comments to be submitted²⁷.

²⁴ SI 2012 No. 637 (as amended)

²⁵ Neighbourhood Planning Regulations 2012, Regulation 14

²⁶ Regulation 15 or Regulation 22 of the Neighbourhood Planning (General) Regulations 2012 as amended by The Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2017

²⁷ Regulation 16 of the Neighbourhood Planning Regulations 2012 as amended by The Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2017

4.8 The Council will notify all the bodies and individuals named in the consultation statement submitted by the Neighbourhood Forum.

4.9 Any representation received at this stage will go forward to be considered by the person that will be appointed, by the Council with the agreement of the qualifying body, to undertake the independent examination of the proposals²⁸. The Council will invite the body who submitted the proposals to consider the any comments received.

Examination of a neighbourhood plan and order

4.10 The examiner will consider whether the proposals meet the basic conditions and any other requirements set out in national legislation and guidance²⁹. The Council will organise and fund the examination. Most examinations are conducted using written representations, however, the examiner may call a hearing session if they feel it is necessary to do so.

4.11 The report of the independent examiner and Council's decision statement will be made available on the Council's website. The Council will also notify the body who submitted the proposals and all the bodies and individuals named in the consultation statement.

4.12 Anyone who wishes to submit a claim to the court for judicial review must file the claim within six weeks from the decision statement being published.

Referendums for neighbourhood plans and orders

4.13 The Council will organise a referendum as soon as possible after issuing its decision statement and report of the independent examination.

4.14 A person is entitled to vote if, at the time of the referendum, they meet the eligibility criteria to vote in a local election for the area and if they live in the referendum area.

4.15 If at least 50 per cent of those voting in the referendum are in favour of the proposals, or where a business referendum is held, a majority vote in favour in both referendums, the neighbourhood development plan or order will be made and in the

²⁸ The Examiner is paid for and appointed by the Council. However, the appointment must be with the agreement of the Qualifying Body (QB). The Planning Act sets out the criteria for an individual to qualify to be able to examine a neighbourhood plan. The criteria are as follows: • Must be independent from both the QB and Council • Must have appropriate qualifications and experience • Cannot have an interest in any of the land to be covered by the plan (i.e. the Neighbourhood Area)

²⁹ Under paragraph 8 of Schedule 4B to the Town and Country Planning Act 1990 as applied to Neighbourhood plans by section 38A of the Planning and Compulsory Purchase Act 2004













case of a neighbourhood development plan will come into force as part of the statutory development plan for the area³⁰.

4.16 The Council will publicise its decision and will notify the body who submitted the proposals and any person who asked to be notified of the decision.

4.17 A claim for judicial review of the decision must be filed before the end of the period of 6 weeks beginning with the day on which the decision is published.

³⁰ Unless the making of the plan or order would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998)

Table 3 – Methods of community involvement in the production of a Neighbourhood Plan

Stage	Method of community involvement
<p>Designation of Neighbourhood Forum</p> <p>Publicising application (Regulation 9)</p> <p>Publicising designation (Regulation 10)</p>	<p> Publish application on the Council website</p> <p> Publish designation on the Council website</p> <p> Designation to be available for inspection at a principal office</p>
<p>Designation of Neighbourhood Area</p> <p>Publicising application (Regulation 6)</p> <p>Publicising designation (Regulation 7)</p>	<p> Publish application on the Council website</p> <p> Publish designation on the Council website</p> <p> Designation to be available for inspection at a principal office</p>
<p>Submission (Regulation 16)</p>	<p> Notification letter / email to statutory consultees and Regulation 14 respondents</p> <p> Publication of all documents (including evidence studies) on the Council website</p> <p> Main documents to be available for inspection at a principal office</p>
<p>Examiner’s Report (Regulation 18)</p>	<p> Notification letter / email to Regulation 16 respondents</p> <p> Publish the examiner’s report and the Council’s ‘decision statement’ on the Council website</p> <p> Examiner’s report to be made available for inspection at a principal office.</p>


























Stage	Method of community involvement
<p>Decision on making the Plan (Regulation 19)</p>	<p> Notification letter / email to Regulation 16 respondents Publish the Councils 'decision statement' on the Council website</p> <p> Publish the Councils 'decision statement' on the Council website</p> <p> 'Decision statement' to be available for inspection at a principal office</p>
<p>Making Neighbourhood Plan (Regulation 20)</p>	<p> Publish the made plan on the Council website</p> <p> Main documents to be available for inspection at a principal office</p>

Table 4 – Methods of community involvement in the production of a Neighbourhood Development Order or Community Right to Build Order

Stage	Method of community involvement
<p>Designation of Neighbourhood Forum</p> <p>Publicising application (Regulation 9)</p> <p>Publicising designation (Regulation 10)</p>	<p> Publish application on the Council website</p> <p> Publish designation on the Council website</p> <p> Designation to be available for inspection at a principal office</p>
<p>Designation of Neighbourhood Area</p> <p>Publicising application (Regulation 6)</p> <p>Publicising designation (Regulation 7)</p>	<p> Publish application on the Council website</p> <p> Publish designation on the Council website</p> <p> Designation to be available for inspection at a principal office</p>
<p>Pre-submission consultation (Regulation 21)</p>	<p> Notification letter / email to statutory consultees</p> <p> Publish documents on the Council website</p>

Stage	Method of community involvement	
<p>Publicising the order (Regulation 23)</p>	   	<p>Notification letter / email to statutory consultees</p> <p>Publish documents on the Council website</p> <p>Display site notice (If Required)</p> <p>Publish a notice within a local newspaper (If Required)</p>
<p>Examiner's Report (Regulation 25)</p>	  	<p>Notification letter / email to statutory consultees</p> <p>Publish the examiner's report and the Councils 'decision statement' on the Council website</p> <p>Examiner's report to be available for inspection at a principal office</p>
<p>Decision on making the order (Regulation 26)</p>	  	<p>Notification letter / email to statutory consultees, the qualifying body, and registered contacts</p> <p>Publish the Councils 'decision statement' on the Council website</p> <p>The Council's 'decision statement' to be available for inspection at a principal office</p>
<p>Making Neighbourhood Order (Regulation 27)</p>	 	<p>Publish the made order on the Council website</p> <p>The made order to be available for inspection at a principal office</p>

5 Community Infrastructure Levy

5.1 The Council may consider the production of a Community Infrastructure Levy (CIL) for the Borough in the future. Where a Levy is progressed, the following consultation procedures will be undertaken in accordance with the Community Infrastructure Levy Regulations 2010³¹.

Consultation on the draft Charging Schedule

5.2 Following the production of a draft Community Infrastructure Levy (CIL) Charging Schedule, the Council will undertake a minimum of 4 weeks consultation on the draft Schedule.

5.3 The draft Charging Schedule will be published on the Council's web site and made available for public inspection at a principal office. The consultation document and all supporting evidence base documents will be made available on the Council website.

Submission of the draft Charging Schedule

5.4 Anyone who made a representation on the Regulation 16 draft Charging Schedule consultation will be informed of the submission of the Schedule. A copy of the Statement of Modifications will be provided to neighbouring local authorities and all neighbourhood forums.

5.5 The submitted draft Charging Schedule will be made available for public inspection at a principal office. The submission document and all supporting evidence base documents will be made available on the Council website.













Examination and publication of the draft Charging Schedule

5.6 Following the examination, the examiner's recommendations and the final approved Charging Schedule will be made available for public inspection at a principal office and published on the Council's website.

5.7 Anyone who made a representation on the Regulation 16 draft Charging Schedule consultation will be informed of the publication of the Schedule.

³¹ The Community Infrastructure Levy Regulations 2010 (as amended)

Table 5 – Methods of community involvement in the production of a draft CIL Charging Schedule

Stage	Method of community involvement	
<p>Publication of a draft Charging Schedule (Regulation 16)</p>	   	<p>Notification letters / emails to registered contacts and statutory consultees</p> <p>Deposit of draft Schedule at a principal office</p> <p>Consultation questionnaire</p> <p>Publication of all documents on the Council website</p>
<p>Submission of draft Charging Schedule (Regulation 19)</p>	  	<p>Notification letters / emails to previous respondents</p> <p>Deposit of submission draft Schedule at a principal office</p> <p>Publication of all documents on the Council website</p>
<p>Examination of draft Charging Schedule (Regulation 23)</p>	 	<p>Deposit of the examiner’s report at a principal office</p> <p>Publication of all documents on the Council website</p>
<p>Publication of the Charging Schedule (Regulation 25)</p>	  	<p>Notification letters / emails to previous respondents</p> <p>Deposit of Charging Schedule at a principal office</p> <p>Publication of all documents on the Council website</p>

6 Protocols for public involvement

Contact Lists

6.1 The Council will maintain a database of contacts who have advised the Council that they wish to be involved or consulted on the preparation of local development documents and have provided their contact details.

6.2 The database of contacts will be maintained in accordance with the Data Protection Act 2018 and the General Data Protection Regulation.

Notification Letters and Emails

6.3 Notification by letter or email will be sent to everyone registered on the contacts database at the start of the initial consultation process for the preparation of each local development document.

6.4 The Council will send neighbour notification letters in areas where neighbouring sites are proposed to be allocated for development, to increase the awareness of emerging site-specific proposals. Neighbour notification letters will be sent on the same basis as for publicising planning applications, as set out in section 7 below.

Publication and Deposit of Documents

6.5 All consultation documents will be made available on the Council website.

6.6 Consultation documents associated with a Local Plan and with a CIL Charging Schedule will be made available for inspection at a principal office and at other such places as the Council considers appropriate.

6.7 The Council will investigate the possibility of providing documents in different formats, in response to specific requests.

Consultation Periods

6.8 The Council will consult on local plan and neighbourhood plan consultation documents for a minimum period of 6 weeks, and for a minimum period of 4 weeks for SPD and draft CIL Charging Schedule consultation documents. Extra working days will be added to take account of Council closures and public holidays.

Evidence base

6.9 Comments on relevant evidence base documents will be invited at each stage of the plan making process.

Representations

6.10 Any person may make representations about the emerging content of a local development document, provided they are submitted in the appropriate manner and within the appropriate deadline.

6.11 Representations must be made in writing. The Council is able to receive representations by letter, email, and online surveys where used.

6.12 Private information, such as contact details, will be redacted from all published representations. However, people who make representations at the Regulation 19 Local Plan stage will need to provide a name and address or they are unlikely to be accepted.

6.13 The Council will specify the time and date by which comments must be received, and the postal and/ or email address to which they must be sent.

6.14 Respondents are responsible for ensuring that their comments are received at the specified address, within the specified time period.

6.15 Representations received after the published deadline will not be considered, unless there has been a failure by the Council to make appropriate provision for the receipt of representations within that time period.

Acknowledgement of Representations

6.16 The Council will acknowledge the receipt of all responses by email or letter where contact details have been provided.

Assessment of Representations

6.17 Representations received by the Council will be assessed against national policy and legislation and their implications for the promotion of sustainable development.

6.18 The final decision on the Council's response to representations will be approved in accordance with the Councils constitution.

Further information

6.20 Further information on community Involvement in the production of local development documents, neighbourhood planning and CIL proposals can be obtained from Regeneration and Place Department by:

- visiting our web site: <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/community-involvement-local-planning/statement>
- by emailing us at forwardplanning@wirral.gov.uk; or
- by telephone on 0151 606 2000

7 The development management process

Development Management Service Customer Charter

7.1 The Wirral Council Development Management Service Customer Charter can be viewed at <https://www.wirral.gov.uk/planning-and-building/planning-permission/customer-charter>





Publicity Required by Law

Publicity by Local Planning Authorities

7.2 The Council is required by law to give publicity to all planning applications. Table 6 below sets out the required publicity for the various categories of applications as outlined in the Town and County Planning Order (Development Management Procedure) (England) Order 2015³².

7.3 All planning applications will be published on the Council's planning web pages as soon as possible following receipt of a valid application.

Table 6 – Statutory Publicity for Planning Applications³³

Type of Development	Publicity Required
Development where an application is accompanied by an Environmental Statement	 Press Notice  Site Notice
Development which would be a departure from the Development Plan	 Press Notice  Site Notice




³² Section 15 of the Town and Country Planning (Development Management Procedure) (England) Order 2015

³³ Section 15 of the Town and Country Planning (Development Management Procedure) (England) Order 2015

Type of Development	Publicity Required
Development which would affect a Public Right of Way	 Press Notice  Site Notice
Major ³⁴ development	 Press Notice  Site Notice
Minor and other development	 Neighbour Notification  Site Notice
Development affecting the setting of a Listed Building	 Press Notice  Site Notice
Development affecting the character or appearance of a Conservation Area	 Press Notice  Site Notice

³⁴ Major development is defined as:

- for residential development, 10 or more dwellings or if the number of dwellings is not known, where the site area is 0.5 hectares or more;
- for other uses, where the floorspace is 1,000 square metres or more or the site area is 1.0 hectare or more;
- mineral working or use of land for mineral working deposits; and
- all waste related developments, including waste treatment, storage or transfer as well as tipping.

Type of Development	Publicity Required
Applications for Listed Building Consent and Conservation Area Consent	 Press Notice  Site Notice
Permitted development requiring prior notification to the planning authority (e.g. telecommunications)	 Site Notice posted by the developer

Neighbour Notification

7.4 The Council currently uses neighbour notification letters as a means of publicising planning applications. It has found that this is currently the most effective method, where small numbers of residents are likely to be affected by a development and enables people who have been unable to see a Press Notice to express their views.

7.5 Adjoining owners and/or occupiers will be notified as soon as possible following the receipt of a valid application.

7.6 Additional publicity, in the form of Site Notices and additional notification letters, may be given to developments likely to create wider concern at the discretion of the Case Officer, in consultation with the Development Management Manager. This may, for example, include applications for proposals with the potential to change the character of the area; cause noise, smell, vibration or other nuisance; activity or noise during unsociable hours; affect trees subject to a Tree Preservation Order; and other proposals giving rise to a similar level of wider than local impact.




7.8 The Council also has a system in place for notifying the relevant neighbouring local planning authority, to include any neighbours and/or residents that might also be affected by a cross-border planning application. This procedure will, however, normally only apply to major applications, for example, for retailing and housing developments.

7.9 The Council's neighbouring local planning authorities have a similar system in place but the decision as to whether planning applications are referred to the Council and/or to local neighbours and residents in Wirral is the responsibility of the relevant adjoining local planning authority.

Periods of Notice.

7.10 It is a statutory requirement that the following periods of notice are given before a planning application is determined:

Table 7 – Statutory Periods of Notice for Planning Applications³⁵

Method of Publicity	Period of Notice
 Press Notice	21 days from the date of publication
 Site Notice	21 days beginning with date that the notice was first displayed
 Neighbour Notification	21 days beginning with the day on which the notification was delivered

Revised Applications

7.11 Non material minor amendments to a planning application, required by the Council or by the applicant, will be accepted where the planning application has not yet been determined. Re-notification and publicity will not be undertaken on minor amendments but the amended plans will be placed on the Council’s website.

7.12 Where an application has already been determined or significant amendments are proposed to a non-determined application, the Council will require a new application to be submitted. The new application will be subject to a new period of publicity and/or neighbourhood notification.

Publicity by Applicants

7.13 Under current legislation, applicants are only required to publicise planning applications in the following situations:

- where an environmental statement is submitted after the application; and
- where a developer has to apply in advance for a determination as to whether the Council’s prior approval is required for certain details of the development.

7.15 In the second case, the Council will require that a Site Notice be posted. In both cases, developers have to complete a certificate to confirm that appropriate publicity has been undertaken.

7.16 Statutory provisions for developers to consult local communities and take their comments into account before submitting a planning application for certain types of development are included in section 61W of the Town and Country Planning Act 1990.

³⁵ Section 15 of the Town and Country Planning (Development Management Procedure) (England) Order 2015

7.17 Further guidance on the procedures for publicising planning applications is available in the Council's Guidance for Publicity on Planning Applications³⁶.

Protocols for Public Involvement

7.18 The Council will send neighbour notification letters to inform neighbours that a planning application has been submitted and of the deadline by which comments should be submitted to the Council.

7.19 Weekly lists of planning applications that are departures from the Development Plan or which are required to be subject to a Press Notice in Table 6, will be published in the local press.

7.20 All planning applications will be made available for public inspection at the local planning authority's principal office during normal office hours and on the Council's website at www.wirral.gov.uk/planning. The website allows simple searches to be made by keyword, reference number, postcode or single line of address. The website also allows a more advanced search to be made by applicant name, application type, Ward, Conservation Area, development type and date of submission. Searches can also be made by Committee Date and Weekly/Monthly Lists.

Consultation Responses

7.21 Comments on a planning application must be made in writing by letter or email or by using the Make a Comment facility online against the relevant application reference within the timescale indicated. Respondents are encouraged to submit their comments electronically online using the Make a Comment facility or by e-mail, where this facility is available. Statutory consultees will be allowed a longer period of time to comment on applications where this is prescribed by legislation.

7.22 Comments made in response to a planning application will be placed on the application file. The file is available for public inspection and the applicant will be able to see the comments that have been made. Comments will not normally be acknowledged due to the large volume of representations received on planning applications but where it may be considered appropriate to do so and contact details have been provided then representations may be acknowledged.

7.23 All representations, whether for or against the proposal, will be taken into account when the final decision is taken, in line with national and local policies, provided they relate to material planning considerations. More information about material planning considerations can be found on the Council's planning website: www.wirral.gov.uk/planning-and-building/planning/planning-decision-process/about-decision-process. When making a representation please avoid making any statements

³⁶ Which can be viewed on the Council's website at <http://www.wirral.gov.uk/my-services/environment-and-planning/planning/planning-advice-and-guidance>

that could compromise the security of your premises (such as holiday dates or details of when your property is left empty).

Planning Decisions

7.24 Planning Committee meets every month. Planning applications for:

- i. Large-scale major developments which, by their nature, (e.g. scale, location etc.) have wider strategic implications and raise issues of more than local importance.
- ii. Significant applications by the Council to develop any land owned by the Council itself or jointly with any other person (Regulation 3 applications)
- iii. Where it is proposed to make a decision that is a significant departure from the policies of the development plan, with the exception of domestic extensions.
- iv. Development that would need to be referred to the Secretary of State with the exception of applications for Planning Permission and/or Listed Building Consent to Grade I listed buildings, where there are no objections on conservation grounds.

7.25 Applications will be determined by the Strategic Applications Sub-Committee, albeit Planning Committee has the inherent right to reserve decisions for itself as parent Committee. The Sub Committee also has responsibility for informal pre application discussions with developers in relation to any matter which may potentially come before the Sub Committee for a later decision. A protocol governing developer engagement with Members of the Sub-Committee at pre-application and pre-decision stage was agreed in December 2020, which can be viewed here:

<https://democracy.wirral.gov.uk/documents/s50072001/Strategic%20Apps%20Sub%20Cttee%20reportmn.pdf>

7.26 Elected Members sitting on the Planning Committee receive a written report prepared by Council Officers on each application to be considered, including a summary of details of the letters and comments that have been received, and a summary of the main points raised. If a letter or comment is received after the written report has been prepared, the main points will be summarised within a late addendum.

7.27 The Council allows the Committee to be addressed by members of the public when a petition with 25 or more signatories has been received before noon on the Monday prior to the Committee meeting³⁷. A representative of the petitioners will

³⁷ Twenty five signatures are required for a petition to qualify.

then be allowed to address the Committee for five minutes. In the event that more than one petition has been received, the allotted time may be divided between the petitioners or one person may present the views of all petitioners. A representative of objectors may address the Committee only if the application is before the Committee on the basis of there being 15 or more individual objections within the consultation period.

7.28 The applicant or agent be invited to address the Committee, also for a maximum of five minutes. Ward Councillors also have the right to address the Committee in support or against an application but without any time restriction. Members of the Planning Committee will then debate the proposal and a decision will be taken by vote, following the consideration of each application.

Post Application Procedures

7.29 People who have submitted comments on the application will not normally be advised of the final decision in writing. People who have submitted comments are encouraged to keep up to date with the application via the Council's website. You can register with the website which can provide you with updates in relation to an application including when the decision has been made.

7.30 The applicant/agent will receive a decision notice detailing the conditions and reasons for approval or the reasons for refusal. A copy of the decision notice is kept on file and is available to view at the Council's Regeneration and Place office.

7.31 All decision notices will normally be displayed on the Council's website within 24 hours of the decision having been made.

Appeals

7.32 In the case of an appeal, the Council will write to all those who were notified of the original application, all the individuals and organisations that commented on the planning application, Ward Members and the Chair of Planning Committee, to inform them that an appeal has been submitted, so that they can make further representations to the Planning Inspector appointed to handle the appeal.

7.33 The Planning Inspector will copy the final decision to the appellant, the Authority and to any third parties who request in writing a copy of the appeal decision.

Pre-Application Procedures

Pre-Application Community Involvement

7.34 The Council strongly encourages landowners and developers to undertake pre-application community consultation, especially for large, complex or controversial proposals and for proposals that will be contrary to the Development Plan.

7.35 The advantages of early engagement with the local community include:

- allowing proposals to be explained before minds are made up on the basis of what can often be inaccurate second-hand information;
- assistance in gauging community support and obtaining accurate local information;
- clarification of the issues at debate, providing greater certainty and transparency, saving time later in the decision-making process; and
- the delivery of a more acceptable development.

7.36 Developers will be encouraged to contact the Council before commencing a community involvement exercise, to agree the scope of the exercise and the types of method that will be employed.

7.37 The consultation exercise should seek to explain the policy and other background to the proposals and address issues related to the type and scale of development, including its siting, layout, design and access arrangements. If necessary, it should also consider the matter of alternative sites.

7.38 A report of the consultation undertaken, the responses received and how the comments have been addressed, should then be submitted alongside the final planning application.

7.39 The types of proposal that the Council believe would be most likely to benefit from pre-application community involvement are set out in Table 8 overleaf:

Table 8 – Thresholds for Pre-Application Community Involvement

Type of Proposal	Threshold
Industrial and commercial development, including retail New build and change of use in or adjacent to a Primarily Residential Area	1,500 square metres or above
Residential development	100 dwellings or sites of 3.0 hectares or above
Development affecting a Conservation Area or Listed Building	Proposals for 10 or more dwellings or on sites of 0.5 hectares or above Other proposals of 1,000 square metres or above or on sites of 1.0 hectare or above
Major infrastructure projects such as roads, pipelines or overhead power lines	All proposals
New educational or institutional proposals	All proposals for new sites Extensions of 1,000 square metres or above
Mineral extraction proposals	All proposals
Waste processing	All proposals

Further information

7.40 As the legal processes surrounding planning decisions, permitted development and publicity are subject to regular change, the Council will publish any amendments to these procedures on the Council's website at www.wirral.gov.uk/my-services/environment-and-planning/planning

7.41 Further information on community Involvement associated with the development management process, can be obtained from Regeneration and Place Department by:

- emailing us at planningapplications@wirral.gov.uk or
- telephone on 0151 606 2000.

8 Consultation bodies and consultees

8.1 Examples of the type of bodies and organisations that are currently consulted regarding the preparation of local plans and supplementary planning documents are illustrated in the lists below:

Specific Consultation Bodies ³⁸	
<p>Adjoining Local Planning Authorities*</p> <p>Liverpool City Region Combined Authority</p> <p>Sefton Council</p> <p>Liverpool City Council</p> <p>Cheshire West and Chester Council</p> <p>Flintshire County Council</p>	<p>Other Public Bodies and Agencies</p> <p>Environment Agency*</p> <p>Highways England</p> <p>Homes England*</p> <p>Historic England*</p> <p>Marine Management Organisation*</p> <p>Natural England*</p> <p>Merseyside Police and Crime Commissioner</p> <p>Wirral NHS Clinical Commissioning Group*</p> <p>Network Rail</p>
<p>Adjacent Parish Councils</p> <p>Neston Town Council</p>	<p>Service Undertakers</p> <p>Electricity Companies</p> <p>Gas Companies</p> <p>Telecommunications Companies</p> <p>Water Undertakers</p> <p>Sewerage Undertakers</p>

General Consultation Bodies ³⁹	
<p>Wirral Community Networks</p> <p>Voluntary Community Action Wirral</p> <p>Wirral Federation of Tenants & Residents Associations</p> <p>New Brighton Community Partnership</p> <p>Seacombe Community Partnership</p> <p>Tranmere Alliance</p>	<p>Environmental Groups & Societies</p> <p>Wirral Green</p> <p>Space Alliance (WGSA)⁴⁰</p> <p>Cheshire Wildlife Trust</p> <p>Wirral Wildlife</p> <p>Cheshire RIGS Group</p> <p>Dee Estuary Conservation Group</p> <p>Mersey Estuary Conservation Group</p> <p>Merseyside & West Lancashire Bat Group</p>

³⁸ Defined in Section 2 of the Town and Country Planning (Local Planning) (England) Regulations 2012. Bodies to which the additional duty to co-operate also applies under Regulation 4 are indicated with an asterisk*

³⁹ Defined in Regulation 2 of the Town and Country Planning (Local Planning) (England) Regulations 2012 as voluntary bodies some or all of whose activities benefit any part of the area; bodies which represent the interests of different racial, ethnic or national groups in the area; bodies which represent the interests of different religious groups within the area; bodies which represent the interests of disabled persons within the area; and bodies which represent the interests of persons carrying on business within the area. Bodies to which the additional duty to co-operate also applies under Regulation 4 are indicated with an asterisk *

	<p>RSPB Wirral & Cheshire Badger Group Wirral Barn Owl Trust Wirral Environmental Network Woodland Trust CPRE Lancashire, Liverpool City Region & Greater Manchester Campaign to Protect Rural England (CPRE) Cheshire</p>
<p>Faith Groups Church Commissioners Diocese of Chester Diocese of Shrewsbury Bridgewater Meeting Room Trust Jehovah's Witnesses Allerton Trust</p>	<p>Local Civic Societies Bromborough Society Heswall Society Hoyle & District Civic Society Irby, Thurstaston & Pensby Amenity Society New Ferry & Rock Ferry Conservation Society Rock Park Estate Management Committee Wirral Society Wirral Green Belt Council Barnston Conservation Society Greasby Green Belt Action Group Upton Village Community Group</p>
<p>National Bodies & Agencies National Trust Natural Resources Wales Sport England Forestry Commission Health and Safety Executive National Farmers Union Home Builders Federation The Theatres Trust</p>	<p>Heritage & History Societies National Museums Liverpool Cheshire Gardens Trust Garden History Society Bidston Preservation Trust Birkenhead History Society Wirral History and Heritage Forum Wirral Archaeology</p>
<p>Regional Bodies & Agencies NW Inshore Fisheries and Conservation Authority NW Sea Anglers</p>	<p>Disability Groups WIRED Wirral Disability Action Forum Together All Are Able</p>
<p>Sub-Regional Bodies & Agencies Liverpool City Region Local Enterprise Partnership* Liverpool City Region Local Nature Partnership* Merseyside Environmental Advisory Service</p>	<p>Elderly Persons Groups Age UK Wirral Older People's Parliament Emergency Services Merseyside Police Merseyside Fire and Rescue Service North West Ambulance Service HM Coastguard</p>

Merseyside Recycling and Waste Authority	Royal National Lifeboat Institute
National Health Service Wirral Hospitals NHS Trust	Higher Education Wirral Metropolitan College
Utilities & Service Operators National Grid Bell Ingram Pipelines Scottish Power United Utilities Dwr Cymru Welsh Water	Local Business Associations Wirral Investment Network Wirral Chamber of Commerce Birkenhead Market Tenants Association Birkenhead Town Centre Forum Heswall & District Business Association
Transport Bodies & Operators Local Highway Authorities* Office of Rail Regulation* Merseytravel* Sustrans Merseyside Cycling Campaign Cycling Project for the NW Wirral Footpaths and Open Spaces Preservation Society Wirral Transport Users Association Civil Aviation Authority* National Air Traffic Control Services Liverpool Airport Hawarden Airport (Airbus) General Aviation Awareness Council Merseyside & West Cheshire Ramblers Arriva North West Limited	Local Businesses Registered Business Consultees Wirral Chamber of Commerce
Registered Social Housing Providers	Local Residents
Consultants, Solicitors and Agents	Local Residents Associations
Land and Property Owners	Friends Groups
Gypsy and Travellers Organisations	Developers and House Builders
Black and Ethnic Minority Groups	Conservation Area Advisory Committees

8.2 Requests to be added to the contacts database for local plans and supplementary planning documents should be directed to the Regeneration and Planning Service: forwardplanning@wirral.gov.uk

8.3 The Council's Forward Planning Privacy Statement can be viewed on the Council's website at www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/forward-planning-privacy-notice

8.4 Requests to be added to the contacts database for planning applications and development management decisions should be directed to the Technical Support Unit: planningapplications@wirral.gov.uk

8.5 The Council's Development Management Privacy Notice can be viewed at www.wirral.gov.uk/planning-and-building/planning-permission/development-management-privacy-notice

⁴⁰ Wirral Green Space Alliance (WGSA) is a consortium of 31 local groups including:

1. Barnston Village Conservation Society
2. Bebington Residents
3. Bidston Village Conservation Area
4. Bromborough Society
5. Campaign to Protect Rural England (CPRE) Cheshire
6. CPRE Lancashire, Liverpool City Region & Greater Manchester
7. Claremont Group
8. Conservation Areas Wirral (CAW)
9. Defend Wirral's Green & Open Spaces
10. Eastham Village Preservation Association
11. Frankby Conservation Area Advisory Committee
12. Friends of Birkenhead Park
13. Greasby Community Association
14. Hamilton Square Conservation Area
15. Heswall Society, Irby Cricket Club
16. Irby, Thurstaston & Pensby Amenity Society (ITPAS)
17. King's Gap Conservation Area
18. Meols Drive Conservation Area
19. Mountwood Residents
20. Oxton Society
21. Saughall Massie Conservation Area
22. Stop Hoylake Golf Resort Action Group
23. Storeton Residents Association
24. The Caldby Society
25. The Ramblers Wirral Group
26. The Wirral Society (CPRE Wirral)
27. Thornton Hough Community Trust Ltd
28. Thornton Hough Conservation Area Society
29. Wirral and Chester Wildlife
30. Wirral Barn Owl Trust
31. Wirral Footpaths and Open Spaces Preservation Society

9 Glossary

Terminology	Explanation
Adoption	The decision of the Council to make the final version of a local development document legally operative.
Appeal	An independent review of a Council decision to refuse or fail to determine a planning application.
Case Officer	The Council officer responsible for processing the determination of an individual planning application.
Community Compact Code	A local agreement between the Council and the voluntary and community sector to partnership working.
Conservation Area	An identified area designated by the Council to allow the character and appearance of that area to be protected.
Consultation Questionnaire	A series of questions intended to indicate the areas where comments are particularly being invited.
Corporate Customer Care Standards	A series of guidelines that set out the overall quality of service that can be expected when dealing with the Council.
Council Resolution	A formal recorded decision of the Council.
Decision Notice	The written notice of the Council's formal decision on an individual planning application.
Deposit	The formal placing of documents in locations where they can be inspected by the public free of charge.
Development Plan	A document that sets out the Council's statutory policies for the use and development of land, which individual planning decisions must normally follow.
Development Team Approach	A multi-disciplinary team of Council officers assembled to advise on all aspects of a major development proposal.
Duty to Co-operate	A legal duty to co-ordinate land use planning activities across local authority boundaries.
Environmental Statement	A written statement that must explain the impact of certain categories of development proposal on the environment.

Terminology	Explanation
Equality Statement	A written statement prepared as part of a process designed to ensure that a policy, project or scheme does not discriminate against any disadvantaged or vulnerable people.
Focus Group	A small representative group of people invited to discuss and test the merits of ideas or proposals.
Full Council	The public meeting of all the Local Councillors elected as members of the Council.
General Consultation Body	The types of organisation that should normally be consulted when a local development document is being prepared.
Independent Examination	The process undertaken by a Planning Inspector appointed by the Secretary of State to test the soundness and legal compliance of a proposed local plan.
Independent review panel	A panel of local groups and experts invited to check the quality of the local sustainability appraisal process.
Initial Consultation	The early stages of deciding on the scope and content of an emerging document in consultation with local stakeholders.
Judicial Review	The opportunity to challenge the legality of a planning decision in the High Court.
Legal Agreement	A commitment by a developer to undertake the works necessary to make a development acceptable.
Legal compliance	A test that ensures that all the legal requirements for the preparation of a local plan have been followed and met.
Local Councillor	A community representative elected as a member of the Council as a result of Local Government Elections.
Local Development Document	A document prepared by the Council to guide future development within the Borough as part of the Local Development Framework for the Borough.
Local Development Scheme	A document setting out the timetable for the preparation of local plans and other local development documents.
Local Plan	A local development document that will form part of the statutory Development Plan for the area.

Terminology	Explanation
Local Planning Authority	A body responsible for undertaking local planning functions under the Town and Country Planning Acts.
Material Consideration	A consideration related to the development and use of land that can be taken into account when taking planning decisions.
Monitoring Report	A report setting out the Council's progress on the preparation and implementation of local development documents.
National Planning Policy Framework	A document that sets out the Government's national planning policies for the operation of the land use planning system.
Neighbour Notification	A letter sent to the immediate neighbours of land subject to a site-specific development proposal.
Neighbourhood Development Plan	A statutory development plan prepared by a local community and endorsed by a local referendum.
Neighbourhood Development Order	A statutory order prepared by a local community to allow types of development endorsed by a local referendum.
Open Day	An open meeting to which the public can "drop in" to hear a presentation or view consultation materials and where Council officers will be available to answer questions on a one-to-one basis.
Permitted Development	Development that can be undertaken without the need to apply to the Council for planning permission.
Planning Application	The documents and plans that form part of an application for planning permission.
Planning Committee	A group of Local Councillors appointed by the Council to make decisions under the Town and Country Planning Acts.
Planning Inspector	A person appointed by the Secretary of State to carry out an independent examination of a local plan or to consider an appeal against the Council's refusal of planning permission or non determination.
Pre-Application Consultation	Consultation undertaken on a development proposal before a planning application has been submitted.
Press Notice	A notice published in the local press to inform the public of certain categories of development proposal.

Terminology	Explanation
Prior Notification	The requirement to formally notify the Council of the intention to carry out certain types of development.
Public Meeting	A meeting held in public to which the public are invited to hear about planning proposals.
Representation	A comment submitted in writing in response to public consultation.
Scheme of Delegation	The published rules for allowing Council officers to issue decisions on behalf of Planning Committee.
Secretary of State	The person appointed by the Prime Minister to have overall responsibility for operation of the national planning system.
Site Notice	A notice that must be placed in public view at or near the site subject to a development proposal.
Soundness	A test that ensures that a local plan will comply with national planning policies.
Specific Consultation Body	A person or organisation that should normally be consulted when a local development document is being prepared.
Stakeholder	A person or organisation with an interest in the future planning and development of the Borough.
Statement of Community Involvement (SCI)	A statutory document which sets out the way the council will involve the local community, stakeholders and statutory bodies in the preparation and revision of planning policy documents, neighbourhood planning proposals and the determination of planning applications.
Statutory Consultee	A person or body that must be consulted by law.
Statutory Notification	A notice to people or organisations that must be issued by the Council by law.
Strategic Environmental Assessment	A written assessment of the likely significant effects on the environment.
Submission	The process of sending a local plan to the Secretary of State for independent examination.

Terminology	Explanation
Sustainability Appraisal	A written appraisal of the likely social, economic and environmental impacts of a policy or proposal.
Targeted Consultation	Consultation directed towards obtaining a response from specific groups of people.
Tree Preservation Order	An Order issued by the Council to protect an identified tree or group of trees.
Workshop	A meeting of people invited by the Council to obtain their ideas on how to address a particular topic or issue.
Written Representations	The process by which an appeal or independent examination is decided through the exchange of written correspondence.

ANNEX: COVID-19 STATEMENT

1 Background and purpose

1. This Annex presents the Council's approach to conducting community involvement during the Covid-19 pandemic, taking into account of the Covid-19 related restrictions on movement and social interaction, to ensure that effective community involvement will continue to take place during the pandemic.
2. During these unprecedented times, the Council will be unable to fulfil some of the commitments set out in its adopted Statement of Community Involvement related to how it consults on a variety of application types and policy documents. This Annex adjusts the Council's approach to community involvement to take account of the Covid-19 related restrictions on movement and social interaction, ensuring that effective community involvement will continue to take place in relation to the production of local development documents⁴⁰ and to support development management decision making.
3. The temporary changes outlined have been made to protect the health of Wirral's communities and follows national advice and guidelines. The changes are set out below.

2 Impacts of the Covid-19 pandemic on community involvement processes in the Wirral

4. The Covid-19 pandemic has resulted in the Government setting restrictions on people's movement and social interaction in order to control the spread of the coronavirus. Whilst these restrictions remain in place, they impact on the scope and nature of community involvement that can take place, and therefore the ability of the Council to ensure that all of the requirements within the Council's current SCI can be achieved.
5. The Government has issued advice on the importance of progressing local plan production and continuing development management services during the Covid-19 pandemic in order to support the country's economic recovery. Through Planning Practice Guidance (PPG) and advice provided by the Ministry for Housing, Communities and Local Government (MHCLG), the Government has recommended that where necessary, local planning authorities should review their SCI processes to allow plan making and development management processes to continue. This should be undertaken by making

⁴⁰ Local Development Documents (LDD) include Development Plan Documents (which form part of the statutory development plan, such as the local plan and neighbourhood plans) and Supplementary Planning Documents (which do not form part of the statutory development plan). LDDs collectively deliver the spatial planning strategy for the local planning authority's area.

temporary amendments to community involvement processes which allow public consultation to continue, for example, by maximising the use of online, telephone, and written engagement methods, engaging people without access to the internet through representative groups, targeting communities in most affected areas, and liaising with selected nominated individuals who can present the views of the community.

6. To enable planning processes to continue in the Wirral during the Covid-19 pandemic, this Annex presents alternative temporary community involvement measures which will be used while Covid-19 restrictions remain in place.
7. Given the complex and wide-ranging implications of the Covid-19 pandemic, Government guidance on approaches to public involvement is regularly being updated. Where necessary, the Council will update this Annex to include any new information provided by the Government on the approach to community involvement during the Covid-19 pandemic, taking into account any amendments to the relevant regulations or legislation. This Annex supersedes the existing Covid-19 related Addendum to the Council's 2014 SCI.
8. The Council will be guided by public health advice provided by the Government and other relevant bodies to determine how the Covid-19 related community involvement measures contained within this document will be applied.

3 Community involvement measures when Covid-19 related restrictions are in place

9. When public health advice results in Covid-19 restrictions impacting on people's movement and social interaction, the Council will undertake the following changes to community involvement processes outlined within the Wirral Statement of Community Involvement.

a) Public consultation events

10. The Covid-19 restrictions on people's movement and social interaction have a significant impact on the ability to undertake public consultation events such as meetings and workshops which involve meeting in person. To support the production and progression of local plans and decision making during the Covid-19 pandemic, the Government has recommended the use of alternative methods of community involvement which can take place while adhering to restrictions on social interaction.
11. While restrictions on social interaction do not allow community events to take place, the Council will instead seek to engage with the local community through online meetings and telephone discussions. The Council will liaise with representatives of community groups to determine an appropriate approach to engagement which meets the specific requirements of the community,

whilst also adhering to Government restrictions and guidance on social interaction and hygiene.

b) Local plan and neighbourhood plan examination hearings

12. The Covid-19 restrictions will have a significant impact on the ability to undertake local plan and neighbourhood plan related public examination hearings in person. The Government is currently engaging with the Planning Inspectorate on the use of virtual hearings and written submissions which will allow examinations to proceed whilst adhering to Covid-19 related restrictions on movement and social interaction.
13. Where necessary, the Council will update this Annex to include any new information provided by Government on the approach to undertaking examination hearings during the Covid-19 pandemic.

c) Provision of deposit copies of consultation, submission and examination documents

14. The Regulations⁴¹ require the Regulation 19 submission version of a Local Plan to be made available for physical inspection at the Council's principal office. In accordance with the Regulations, the Council's SCI proposes to make consultation documents available for inspection at a principal office and at other such places as appropriate during normal office hours, in addition to publishing the consultation documents on the Council's website.
15. In relation to the Covid-19 restrictions the Government has published the Town and Country Planning (Local Planning) (England) (Coronavirus) (Amendment) Regulations 2020 which temporarily remove requirements under Regulation 35 and 36 of the 2012 Regulations⁴² to make copies of documents available for public inspection at a principal office and to provide hard copies of documents.
16. In accordance with the updated Regulations, the Council will not be making consultation hard copy documents available for physical inspection during the period when Covid-19 restrictions apply. The updated Regulations will apply until 31st December 2021. After this period, the Council may consider the implementation of an appointment system for the public inspection of consultation documents where Covid-19 related restrictions still apply.
17. All other consultation documents associated with the Regulation 18 version of the Local Plan, Supplementary Planning Documents, neighbourhood planning documents, and other documents associated with examinations and

⁴¹ Town and Country Planning Regulations 2012 and the Neighbourhood Planning Regulations 2012

⁴² Town and Country Planning Regulations 2012

monitoring reports, will therefore only be available for inspection online on the Council's website during Covid-19 relation restrictions.

d) Physical inspection of planning applications

18. The physical inspection of planning applications during the Covid-19 pandemic has not been possible due to the closure of Council offices. The Government has introduced temporary changes to the publicity requirements for planning applications within the Town and Country Planning Regulations 2020 which gives local planning authorities greater flexibility in how planning applications are publicised where the normal statutory requirements cannot be achieved as a result of the Covid-19 restrictions.
19. While Covid-19 restrictions remain in place, all planning application documentation will only be made available on the Councils website and will not be available for physical public inspection.

e) Planning committee

20. To ensure that planning related decisions can continue to be made during the Covid-19 pandemic, the Government has made new Regulations⁴³ which enable all planning committees to be undertaken through virtual online meetings. While Covid-19 related restrictions remain in place, the Council will undertake planning committee meetings through virtual online meetings.
21. The public can watch and participate in accordance with the Council's constitution in virtual online committee meetings. For further information please contact planningapplications@wirral.gov.uk

⁴³ The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

4 Summary of the methods of community involvement which will be undertaken by the Council in the production of local plans and supplementary planning documents

22. The following tables outline how the Council will undertake community involvement while the Covid-19 related restrictions on movement and social interaction remain in place.

Table 1 – Methods of community involvement in the production of a Local Plan

Stage	Methods of community involvement during the Covid-19 pandemic restrictions
<p>Initial Consultation (Regulation 18)</p>	<p>Notification letters / emails to registered contacts and statutory consultees</p> <p>Neighbour notification letters / emails for site specific development proposals only</p> <p>Online / telephone meetings</p> <p>Online consultation questionnaires</p> <p>Publication of all documents on the Council website</p>
<p>Proposed Submission Draft (Regulation 19)</p>	<p>Notification letters / emails to statutory consultees and previous respondents</p> <p>Neighbour notification letters / emails for site specific development proposals only</p> <p>Online consultation questionnaires</p> <p>Publication of all documents on the Council website</p>
<p>Submission (Regulation 22)</p>	<p>Notification letters / emails to statutory consultees and previous respondents</p> <p>Publication of all documents on the Council website</p>
<p>Public Examination (Regulation 24)</p>	<p>Notification letters / emails to statutory consultees and previous respondents</p> <p>Publication of all documents on the Council website</p>
<p>Inspectors Report (Regulation 25)</p>	<p>Notification letters / emails to statutory consultees and previous respondents</p> <p>Publication of all documents on the Council website</p>

Stage	Methods of community involvement during the Covid-19 pandemic restrictions
Adoption (Regulation 26)	Notification letters / emails to statutory consultees and previous respondents Publication of all documents on the Council website
Monitoring (Regulation 34)	Publication of monitoring reports on the Council website

Table 2 – Methods of community involvement in the production of a Supplementary Planning document

Stage	Methods of community involvement during the Covid-19 pandemic restrictions
Initial Consultation (Regulation 12)	Notification letters / emails to registered contacts and statutory consultees Neighbour notification letters / emails for site specific proposals only Online / telephone meetings Online consultation questionnaires Publication of all documents on the Council website
Draft SPD (Regulation 13)	Notification letters / emails to statutory consultees and previous respondents Neighbour notification letters / emails for site specific proposals only Online consultation questionnaires Publication of all documents on the Council website
Adoption (Regulation 14)	Notification letters / emails to statutory consultees and previous respondents Publication of all documents on the Council website

Stage	Methods of community involvement during the Covid-19 pandemic restrictions
Monitoring (Regulation 34)	Publication of monitoring reports on the Council website



ECONOMY REGENERATION & DEVELOPMENT COMMITTEE

Tuesday, 26 January 2021

REPORT TITLE	PLANNING ENFORCEMENT POLICY
REPORT OF	DIRECTOR OF REGENERATION AND PLACE

REPORT SUMMARY

This report recommends a revised Planning Enforcement Policy which is intended to act as a guide to enable the Council to carry out its planning enforcement activity, in a way that is appropriate to its area. It builds upon the Council's overarching enforcement policy and sets out in further detail how the Council will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where it is appropriate to do so.

The proposals within this report are aligned with the Council Plan 2025 ambitions which include:

- A cleaner, greener borough which celebrates, protects and improves our environment and urgently tackles the environmental emergency;
- Safe, vibrant communities where people want to live and raise their families; and
- Services which help people live happy, healthy, independent and active lives, with public services there to support them when they need it

This matter affects all Wards within the Borough.

The decision is a key decision.

RECOMMENDATION/S

It is recommended that the revised Planning Enforcement Policy as set out in Appendix 1 to this report be adopted.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 Taking planning enforcement action is a discretionary function for local planning authorities to undertake but the Council, as a local planning authority, has a duty to investigate breaches of planning control that occur within its administrative area. Furthermore, if the Council fails to act against breaches of planning control that are harmful it undermines the public's confidence in the planning system.
- 1.2 The National Planning Policy Framework ("NPPF") was published in March 2012 and replaced a large number of substantial national planning policy documents including policies relation to planning enforcement. Paragraph 207 of the NPPF is the only section that deals with planning enforcement and states: "Effective enforcement is important as a means of maintaining public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. Local planning authorities should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where it is appropriate to do so."
- 1.3 The current Planning Enforcement Policy was adopted by the Council on 12th March 2009 and was drafted with regard to the planning policies that were in place at the time. In light of the effluxion of time and the different planning policy framework that is in place currently, the policy is considered to be in need of updating. The Council has an overarching Enforcement Policy which relates to all of its Enforcement powers. This Planning Enforcement Policy provides further detail in relation to the Council's approach to planning enforcement and should be read in conjunction with the Council's overarching Enforcement Policy.
- 1.4 The revised Planning Enforcement Policy provides the Council with a robust and up to date foundation for performing its crucial task of enforcing planning legislation to maintain the integrity of the planning system. The policy affords confidence and transparency for the various stakeholders involved in the enforcement process.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 If the revised policy is not adopted, the 2009 policy will remain in force. However, the 2009 policy is considered to be outdated and overdue for a revision.
- 2.2 Alternatively the Committee could decide to make amendments to the recommended policy.

3.0 BACKGROUND INFORMATION

- 3.1 The Council wants all applicants to comply with the requirements of the planning system. It takes seriously all breaches of planning control and the Council will take the required actions to remedy any breaches so that Wirral has a well-regulated planning system which manages development effectively for the benefit of local communities.
- 3.2 A revised overarching Enforcement Policy was approved by Cabinet on 27 July 2020

relating to Licensing, Trading Standards, Environmental Health, Planning, Building Control, Housing Standards, Waste and Environment. The policy provides guidance on the range of options that are available to achieve compliance with legislation enforced by the Council in relation to those areas of Council enforcement activity.

- 3.3 This Planning Enforcement Policy is intended to build on the overarching Enforcement Policy and provide a greater level of detail in terms of the Council's treatment of planning enforcement issues, setting out how planning enforcement action will be taken within Wirral having regard to the resources that are currently at the Council's disposal.
- 3.4 The revised policy seeks to set out clearly the process the Council will follow when investigating allegations of breaches of planning control and the process involved in seeking a resolution when a breach is identified. The revised policy aims to offer greater transparency and certainty for stakeholders, whilst also setting out a clear framework in which the Council will deliver its planning enforcement function.
- 3.5 The key revisions to the policy compared to the policy that was adopted in March 2009 can be summarised as follows:
 - it provides a clearer insight into what planning enforcement is and what it seeks to achieve;
 - it provides a clearer picture to stakeholders as to what they can expect from the Council when they are involved in a planning enforcement matter;
 - it sets out in more detail the process to be followed when a criminal offence is suspected of having been committed;
 - it provides an explanation as to why, in some circumstances, the Council might decide that it is not expedient to take formal action against a breach of planning control; and
 - it offers flexibility for the Council to exercise its enforcement powers in the most effective and appropriate way.
- 3.6 The intention is for the policy to be reviewed every three years.

4.0 FINANCIAL IMPLICATIONS

- 4.1 The Council receives approximately 300 enforcement enquiries per year. The enforcement team currently consists of 4 permanent members of staff, a Principal Enforcement Officer, two Enforcement Officers and an Enforcement Assistant. The team is also supported by a Technical Clerk. This level of resource is considered to be sufficient to deal with the current level of demand on the service and able to deliver the level of service prescribed in the draft revised enforcement policy.
- 4.2 If either the resources available to the Council to deliver the enforcement service were to change, or if the volume of enforcement enquiries received were to significantly increase an early review of this enforcement policy would be undertaken.

5.0 LEGAL IMPLICATIONS

- 5.1 Taking planning enforcement action is a discretionary function for local planning authorities to undertake but the Council, as a local planning authority, has a legal duty to investigate breaches of planning control that occur within its administrative area. Furthermore, if the Council fails to take action against breaches of planning control that are harmful, it undermines the public's confidence in the planning system.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

- 6.1 The enforcement activity that is envisaged by the draft policy can be carried out within the current staffing resources that are available, the level of which is detailed at paragraph 4.1 of this report.

7.0 RELEVANT RISKS

- 7.1 If the Council does not have an up to date Planning Enforcement Policy then it will be open to legal challenge and may not be able to enforce against breaches of planning control.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 The revised Planning Enforcement Policy was presented to Planning Committee on 16th January 2020. Planning Committee Members requested that the report be presented to Planning Sub-Committee for discussion.
- 8.2 The revised Planning Enforcement Policy was presented to Planning Sub-Committee on 18th February 2020, where the contents of the policy were discussed and considered with a view to then being subject to recommendations to for a Cabinet member decision. Members of the Planning Sub Committee took a dim view of non-compliance and requested that further consideration be given to the order of priority for dealing with controversial sensitive cases and protection of trees, including the issuing of emergency preservation orders. Local Plan policies and the link to the emerging Tree Strategy - regarding the replanting of trees based on the Bristol approach were also discussed.
- 8.3 Considering the comments of the Planning Sub-Committee, minor amendments have been made to the policy as follows:
1. "Development in sensitive areas such as Green belt and Conservation areas" has been moved from priority 3 to priority 2. See section 3 of the policy.
 2. There has been an adjustment to the wording of paragraph 9.3 in relation to the planting of replacement trees where protected tree(s) are removed without consent.
- 8.4 The formal adoption of this policy has been delayed by staff being diverted to dealing with other matters during the Covid 19 pandemic.
- 8.5 The Committee Chair and Spokespersons have been consulted on the contents of this report.

9.0 EQUALITY IMPLICATIONS

9.1 The Council must have regard to the elimination of unlawful discrimination and harassment and the promotion of equality under the Equality Act 2010. There are no equality and diversity implications arising from this report.

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

10.1 There are no substantial environment and climate changes issues arising from the recommendations within this report. It is possible that mitigation of adverse environmental and climate issues may arise from any enforcement activity that is carried out pursuant to the draft policy. These issues will be considered in addressing the appropriate response to particular breaches of planning control.

10.2 The recommendations contained within this report are expected to have no impact on emissions of greenhouse gases.

REPORT AUTHOR: **Steven Lacey**

Principal Planning Enforcement Officer

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APPENDICES

Appendix 1- Draft Planning Enforcement Policy January 2021

BACKGROUND PAPERS

1. Planning Enforcement Policy of the Council adopted March 2009.
2. Planning Committee report and minute on the matter of Planning Enforcement Policy for the meeting of 16 January 2020.
3. Planning Sub-Committee report and minute on the matter of Planning Enforcement Policy for the meeting of 18 February 2020.
4. Cabinet report and minute on the matter of the Enforcement Policy of the Council for the meeting of 27 July 2020.

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Planning Committee	16th January 2020
Planning Sub-Committee	18th February 2020
Cabinet meeting	27th July 2020

Appendix 1-

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Planning Enforcement Policy

January 2021

Contents

1. What is planning enforcement?
 2. Enquiring about a potential breach of planning control
 3. How we will deal with your enquiry
 4. What if the enquiry is about me?
 5. How cases are determined
 6. Action where an offence is committed
 7. Listed Buildings and Conservation
 8. Monitoring development
 9. Trees
 10. Further information
- Appendix 1- Enforcement process flow chart

1. What is Planning Enforcement?

1.1 Planning enforcement is the process of investigating whether a breach of planning control has occurred and, if so, assessing whether it is expedient to take formal enforcement action to remedy the breach of planning control.

1.2 A breach of planning control is defined in section 171A of the Town and Country Planning Act 1990 as:

- the carrying out of development without the required planning permission; or
- failing to comply with any condition or limitation subject to which planning permission has been granted.

1.3 Any contravention of the limitations on, or conditions belonging to, permitted development rights, under the Town and Country Planning (General Permitted Development) (England) Order 2015, constitutes a breach of planning control against which enforcement action may be taken.

1.4 The National Planning Policy Framework sets out that effective enforcement is important to maintain public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control.

1.5 The Council has an overarching Enforcement Policy which relates to all of its Enforcement powers. This Planning Enforcement Policy provides further detail in relation to the Council's approach to planning enforcement and should be read in conjunction with the Council's overarching Enforcement Policy

2. Enquiring about a potential breach of planning control

2.1 Before making an enforcement enquiry, you may wish to refer to the Planning Portal website (https://www.planningportal.co.uk/info/200125/do_you_need_permission) to check whether the development is permitted development (development that does not require a planning application). You can also check via the Council's website whether the development benefits from planning permission (<https://www.wirral.gov.uk/planning-and-building/planning-permission>).

2.2 The simplest way to report an alleged breach of planning control is to complete the online form that can found on our website via the following link: <https://www.wirral.gov.uk/planning-and-building/planning/planning-enforcement>

2.3 If you do not wish to use the online form, the enquiry must be made in writing. Your correspondence can be sent to the address at the end of this policy and must clearly detail the following information:

- The address of the land or property where the alleged breach of planning control has occurred,
- The nature of the development or activity that has taken place,

- Your name, address and either phone number or email address,
- An indication as to the when the development took place or activity started,
- A brief explanation of the harm caused by the development.

2.4 If your enquiry relates to an alleged unauthorised change of use, we will require your help to collect evidence of the level and nature of activity involved. In order to help us and to substantiate your complaint you will be required to provide a log of the activities that you witness, including times and dates, over a period of two weeks. We will then be able to progress the case. Without that assistance it may be difficult to build sufficient evidence to demonstrate whether a breach of planning control has occurred.

2.5 The resources available to Wirral Council to investigate breaches of planning control are limited. We therefore will not investigate anonymous enquiries and all complainants must provide their name, address and either a phone number or email address.

2.6 The source of the enquiry will not be disclosed by the Council during the investigation stage. However, you should be aware that in some cases where formal enforcement action is necessary the source of the enquiry may become apparent and where the process leads to Court proceedings, the Council may be obliged to disclose the source of the complaint.

3. How we will deal with your enquiry

3.1 We prioritise cases in order of their importance and effect into five distinct categories. They are:

Priority 1 (Statutory/Legislative Requirements)

- Licensing consultations
- Lawfulness of Existing Development Certificates
- Formal High Hedge Complaints
- Matters where an offence may have been committed- for example, unauthorised alterations to Listed Buildings, unauthorised works to protected trees, and non-compliance with existing enforcement notices.

Priority 2 (Controversial Development)

- Councillors Complaints/Concerns
- MP's Complaints/Concerns
- Committee Approvals (conditions/approved plan monitoring)
- Controversial sites with a wide community interest, such as development of a large scale that results unacceptable harm to amenity.
- Development in sensitive areas e.g. Green Belt, Conservation areas.

Priority 3 (Council Objectives)

- Concerns of other departments - risk to health, traffic hazard etc
- Delegated decisions (Conditions/approved plans monitoring)
- Advertisements
- Changes of use (substantial and/or contrary to policy)

- Major commercial development (changes of use, buildings and extensions).

Priority 4 (development likely to be granted conditional consent)

- Significant domestic extensions (more than 3 metres in length, two storeys, balconies and dormers)
- Front walls and fences, and other means of enclosures.
- Changes in land levels more than 0.5 metre
- Changes of use (unsubstantiated and/or compliant with policy)
- Substantiated changes of use.
- Minor commercial development.

Priority 5 (Development likely to be granted unconditional consent)

- Unsubstantiated complaints about changes of use
- Minor domestic breaches of planning control, small sheds, radio antenna, small extension, window alterations etc
- Rear walls and fences.

3.2 We will aim to send the complainant a letter (by email if an e mail address is provided) acknowledging your enquiry within 5 working days of the date on which the enquiry is made.

3.3 Where the enquiry relates to unauthorised works to a listed building or protected tree that are actively being carried out at the time of the enquiry, we will aim to visit the site that same day to speak with the people carrying out the works.

3.4 For all other forms of development, we will seek to conduct an initial site visit within 15 working days of the date on which the enquiry is made.

3.5 We will always notify complainants of the final outcome of the investigation. However, if you would like to know the progress of a case, then you can contact the case officer via the contact details set out in the acknowledgement letter. We would however respectfully request that you wait at least 20 working days before contacting the case officer to allow sufficient time to gather the initial information relevant to the enquiry. The case officer will contact you if we require any further information to progress the investigation.

3.6 Depending on the complexity and nature of the issue, planning enforcement cases can take a considerable time to resolve.

3.7 Please refer to the flow chart at appendix 1 for an overview of the enforcement investigation process.

4. What if the enquiry is about me?

4.1 We recognise that most breaches of planning control are not intentional. However, the planning system seeks to ensure that unacceptable forms of development do not go unchecked and we must

therefore assess whether the development that has taken place complies with local and national planning policy (the expediency test).

4.2 Where a complaint is to be investigated, the case officer will normally visit the land or property where the alleged breach of planning control has taken place, usually unannounced. Visits are conducted unannounced both for time management reasons and to ensure that we obtain a true reflection of the facts on the ground when we visit.

4.3 Section 196A of the Town and Country Planning Act 1990 (as amended) affords the Council a right to enter any land without a warrant to gather any information necessary to establish whether there has been a breach of planning control. However, the Council would always wish to enter land without the need to exercise those powers and seeks the cooperation of the persons concerned in investigating the matters that have been brought to our attention.

4.4 Where a breach of planning control is identified, we will always seek to negotiate a resolution without the need for formal enforcement action. Where appropriate, opportunities will be given for a retrospective planning application to be submitted. However, applications must be submitted in a timely manner to avoid formal action being taken.

4.5 Please refer to the flow chart at appendix 1 for an overview of the enforcement investigation process.

5. How cases are determined

5.1 The power to determine whether there has been a breach of planning control is delegated to the Development Control Manager and the Principal Enforcement Officer.

5.2 We aim to ensure that 80% of our enforcement investigations reach one of the following 6 milestones within 13 weeks of receiving the enquiry.

Milestone 1- Establish that the development does not require planning permission.

Some changes of use and building works are not classed as development or are permitted by the Town & Country Planning (General Permitted Development) Order 2015. Therefore, they do not require planning consent and the Council has no control over the development.

Milestone 2- Achieve a resolution to an identified breach of planning control by negotiation without the need for formal enforcement action.

Milestone 3- Secure the submission of a retrospective planning application aimed at resolving the breach of planning control.

Where a retrospective planning application is submitted, the case officer will monitor the outcome of the application. Where a retrospective application is approved, normally there will be no further action necessary and the case will be closed. Where a retrospective planning application is refused, the case officer will continue to seek to resolve the breach of planning control, either through further negotiation or formal action.

Milestone 4- Establish that the time limit has passed for the Council to take action against the breach of planning control.

Section 171B of the Town and Country Planning Act 1990 sets out that a breach of planning control becomes immune from enforcement action:

- 4 years after the substantial completion of building works or engineering operations (referred to as operational development);
- 4 years after the unauthorised change of use of a building to a single dwelling house (this includes flats);
- After 10 years for any other breach of planning control (essentially other changes of use or failure to comply with the requirements of a condition attached to a planning permission).

After these periods of time, the development becomes lawful. However, where there has been deliberate concealment of a breach of planning control, local planning authorities may apply for a planning enforcement order to allow them to take action after the time limits in section 171B have expired.

Milestone 5- Determine that it is not expedient to take action

The Town and Country Planning Act 1990 sets out that it is not an offence to develop land without planning permission. National guidance also sets out that a Local Planning Authority should not take formal action against unauthorised development solely to remedy the absence of a planning application. Enforcement action should only be taken when it is expedient to do so and should be proportionate to the breach.

There will therefore be instances where acceptable forms of development that cause no harm to its surroundings (taking into consideration local and national planning policy and all other material planning considerations) are carried out without the benefit of planning permission. In these circumstances, it is not likely to be expedient to take enforcement action, even if the persons responsible fail to take steps to remedy the breach of planning control.

However, in instances where retrospective planning permission would only be granted for the development subject to conditions, or where planning permission would not be granted, it is likely to be considered to be expedient to take enforcement action.

The Council's Scheme of Delegation sets out the circumstances in which the decision as to whether it is expedient to take enforcement action is delegated to the Development Control Manager and the Principal Enforcement Officer, or alternatively where that decision must be made by Planning Committee.

Where the Council considers that it is not expedient to take enforcement action against a breach of planning control, the development remains unauthorised (until the time limits listed above have lapsed). That decision does not prevent the developer from submitting a retrospective planning application further down the line to regularise the breach of planning control.

Where the Council considers that it is not expedient to take enforcement action, the case officer will communicate the reasons for that decision to the complainant.

Milestone 6 - A formal Notice is issued.

There are a range of formal enforcement powers available to the local Planning Authority. The formal action taken will depend on the circumstances of each case.

[Please note that the Council's register of enforcement notices is held at the address listed at the end of this policy. You can contact the Department on (0151) 691 8215 to arrange an appointment to view the register. The electronic copy of enforcement notices held on the Council's website does not constitute the Council's register of enforcement notices.]

Please refer to the flow chart at appendix 1 for an overview of the enforcement investigation process.

6. Action where an offence is committed

6.1 As set out above, the legislation establishes that it is not an offence to develop land without planning permission. However, where an enforcement notice is issued and that notice takes effect, the steps set out in the notice must be carried out within the timescales set out in the notice. Failure to comply with the requirements of an enforcement notice constitutes an offence and the person(s) responsible will be liable to prosecution.

6.2 Where a valid retrospective planning application is submitted after the Council have issued an enforcement notice, the Council reserves the right to hold any further prosecution proceedings in abeyance until the planning application has been determined. However, where the submission of a retrospective planning application is of no merit and appears to be a delay tactic, the Council may decide to pursue a prosecution in any event.

6.3 There are also a number of other scenarios whereby a criminal offence may be committed:

- Unauthorised works for the demolition of a **listed building**, or for its alteration or extension in any manner which affects its character as a building of special architectural or historical interest.
- Unauthorised work to a **tree** subject of a Tree Preservation Order or to a tree situated within a conservation area.
- The unauthorised display of **advertisements**.
- Failure to comply with the requirements of other **formal notices** such as a Planning Contravention Notice, a Breach of Condition Notice, or a High Hedge Remedial Notice.

6.4 As is the case with any offence that is committed, the Council must always consider whether it is in the public interest to pursue a prosecution. We will consider the most appropriate form of legal action depending on the circumstances of each case to ensure it is proportionate to the offence.

6.5 If a case has reached this stage, the defendant is likely to have disregarded all the warnings and notices served on them, which is a serious matter. These factors will be considered when deciding the most appropriate action.

6.6 We have the power to offer a caution or to prosecute offenders in the Courts, depending on the nature and severity of the offence.

Formal Caution

6.7 We will interview the defendant under caution, by way of a letter or in person. If they admit to the offence, we may offer a caution to those responsible for the offence on the first occasion and they will be asked to pay the costs incurred by the council.

Courts

6.8 Where it is considered to be in the public interest, we will prosecute those who commit a criminal offence in the courts.

Direct Action

6.9 Section 178 of the Town and Country Planning Act 1990 (as amended) gives the Council the power to enter land to carry out the steps required by an enforcement notice.

6.10 Where somebody fails to comply with an enforcement notice, we will ordinarily pursue a prosecution through the Courts in the first instance.

6.11 Those that are found guilty of failing to comply with a Notice in the courts are still liable to undertake the works as required by the notice. If they do not comply with the Notice, we will either prosecute them for a second time and/or take direct action.

6.12 If we take direct action, we will do the works required by the Notice and recover the cost incurred by the council from the defendant or register a charge on the land. In some circumstances, we could force sale of the property to recoup the council's costs.

Proceeds of Crime

6.13 The Council will consider whether it is appropriate to seek the confiscation or recovery of any financial gain resulting from an offence through the Proceeds of Crime Act 2002.

7. Listed Buildings and Conservation Areas

7.1 Wirral Council values its listed buildings and conservation areas and acknowledges the significant contribution they make to the character of the Borough.

7.2 In addition to considering any legal action in relation to any offence that may have been committed (see section 6 above), the Council will issue a Listed Building Enforcement Notice requiring the restoration of the listed building to its former condition where possible.

7.3 If a person undertakes works to demolish or alter a Listed Building, and it is impossible to restore, then an offence will be considered serious in nature. We will prosecute anyone responsible for works to Listed Buildings of a serious nature (See Section 6 above).

8. Monitoring development

8.1 Monitoring of development to ensure that it is built in accordance with approved plans and conditions is important to the Council. However, Wirral Council receive approximately 2000 planning applications per year and the resources available for the planning enforcement function do not enable us to systematically monitor every development as it is carried out.

8.2 Whilst we commit to taking a proactive approach to monitoring development where resources allow, we rely on others to report alleged breaches of planning control to us.

8.3 We will endeavour to be proactive in monitoring development. Any major planning application that is placed before the planning committee which is subsequently approved will be monitored. We will in those cases monitor compliance with any precedent conditions, which require details and works to be completed or submitted prior to the development commencing.

8.4 If the development is commenced without compliance with precedent conditions, then the works undertaken may not benefit from planning permission and it will be open to us to take enforcement action.

8.5 It is the responsibility of the applicant/ owner to ensure that development is carried out in accordance with any planning permissions granted, or in line with the limitations set out in the General Permitted Development Order.

9. Trees

9.1 If a person undertakes or causes works to a tree, which is protected by a Tree Preservation Order or is in a designated Conservation Area, without consent they will be guilty of an offence (see section 6).

9.2 Our action in response to any unauthorised work will be proportionate to the nature of the offence and the harm caused by the unauthorised works. Where individuals repeatedly carry out unauthorised works to protected trees, this will be taken into consideration when assessing the appropriate course of action.

9.3 If a tree has been removed, uprooted, or destroyed as a result of unauthorised works, we will enforce the duty on the owner of the land to plant the appropriate number, size and species of replacement trees, as per the provisions of section 206 (trees subject of a Tree Preservation Order) or section 213 (trees situated within a conservation area) of the Town and Country Planning Act 1990. This can be achieved through negotiation or will be required by a formal Notice.

9.4 Enquiries relating to the removal of hedgerows will be assessed in the context of the provisions set out in The Hedgerows Regulations 1997.

9.5 The enforcement team is also responsible for determining formal complaints about High hedges made under Part 8 of the Anti-Social behaviour Act 2003.

10. Further information

Review

10.1 This policy will be reviewed every 3 years to ensure that it reflects any potential changes in legislation or fluctuations in demand on the service and the resources available to deliver the service.

Complaints procedure

10.2 If a person considers that we have not followed the procedures and policies contained in this document, and they feel they have been subject of maladministration, information about the Council's complaints procedure can be found on the Council's website via the following link:

<https://www.wirral.gov.uk/about-council/complaints-compliments-and-feedback/complain-or-give-compliment-wirral-council>

10.3 You can contact the enforcement team for further information as follows.

Email: Planningenforcement@wirral.gov.uk

10.4 Please send any postal correspondence to:

**Development Management
South Annex
Wallasey Town Hall
Brighton Street
Wallasey
CH44 8ED**

10.5 Relevant legislation

Town and Country Planning Act 1990 (as amended)

Town & Country Planning (General Permitted Development) Order 2015 (as amended)

Town & Country Planning (Use Classes) Order 1987.

Town & Country Planning (Control of Advertisements) (England) Regulations 2007.

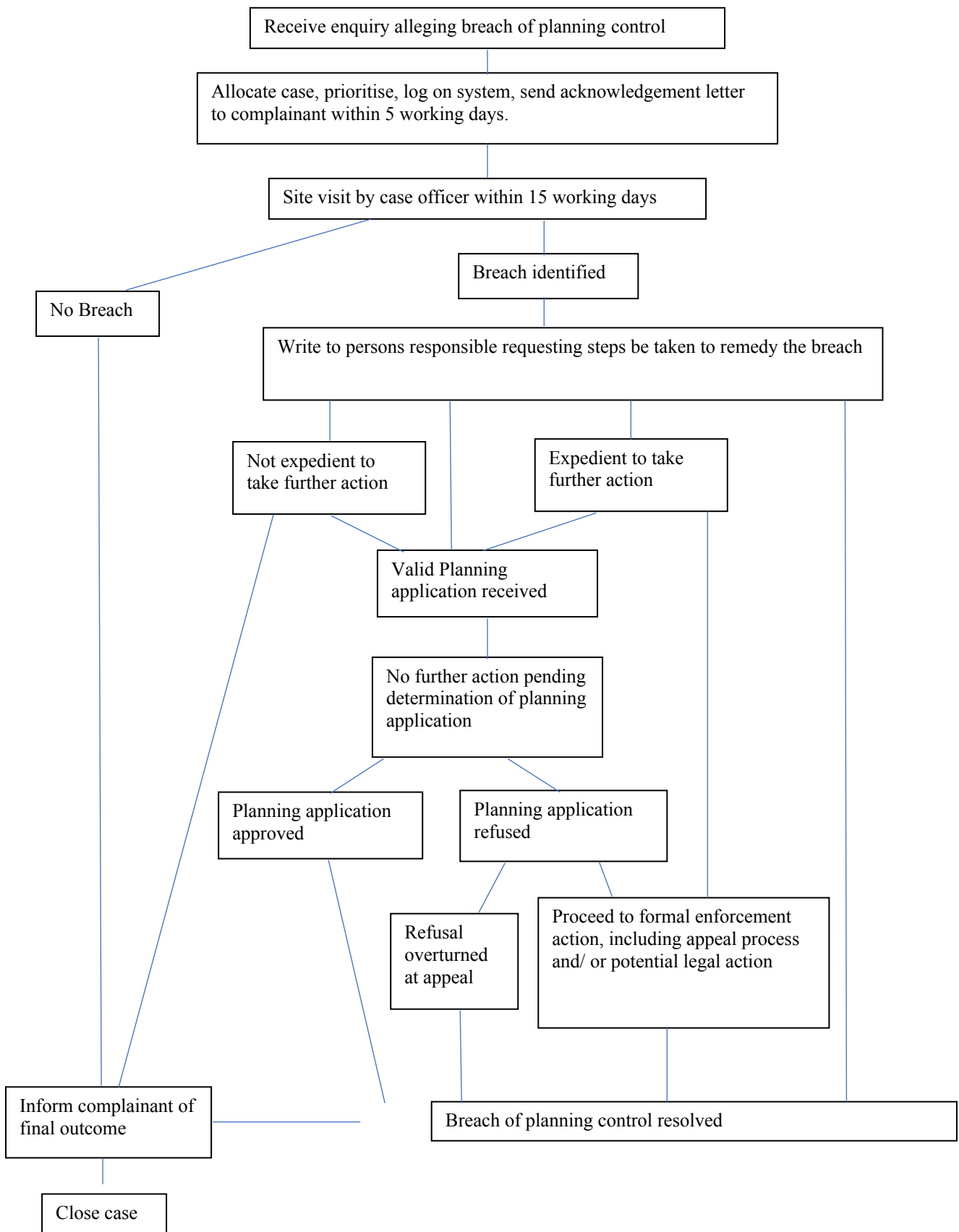
Planning (Listed Buildings and Conservation Areas) Act 1990

National Planning Policy Framework

Part 8 of the Anti-Social Behaviour Act 2003 (High Hedges)

Appendix 1

A.1 Flowchart- Planning Enforcement investigation process



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ECONOMY REGENERATION & DEVELOPMENT COMMITTEE

Tuesday, 26 January 2021

REPORT TITLE:	ECONOMY, REGENERATION AND DEVELOPMENT COMMITTEE BUDGET CONSULATION
REPORT OF:	DIRECTOR OF RESOURCES

REPORT SUMMARY

This report forms part of the Council's formal budget setting process, as set out in the constitution and in accordance with the legal requirements to set a balanced and sustainable budget for 2021/22.

Policy and Resources Committee must recommend a 2021/22 balanced Budget proposal to the Council for its meeting in March 2021, it is good practice for service committees to consider and feedback on Budget proposals.

This is not a key decision.

RECOMMENDATION

The Committee is invited to comment and provide feedback on the budget proposals which fall under the remit of the Committee so that those comments can be presented for consideration to the Policy and Resources Committee in February 2021.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 Policy and Resources Committee (P&R) is required to recommend a Budget to the Council for its meeting in March 2021. The Council has to set a budget for 2021/22 by 11 March by law 2020. This report is a key step in facilitating the Policy and Resources Committee to be in a position to recommend a Budget proposal.
- 1.2 The Council's Budget supports the delivery of the Wirral Plan and is key to ensuring the Council is financially stable. Our residents and businesses expect to be informed and consulted about how services are going to be run and how their money is going to be raised and spent. The benefits of consultations are:
- to improve planning, policy and decision making
 - to make better use of resources
 - to access new information, ideas and suggestions
 - to encourage greater participation in the activities of the council
 - to govern by consent (a full and fair consultation, with careful consideration of all views, can strengthen the legitimacy of the prevailing view among those people not in favour of the final decision)
 - to measure residents' satisfaction with the council
 - to shape council activities around residents' needs and aspirations

2.0 OTHER OPTIONS CONSIDERED

- 2.1 No other options were considered as the views of the Policy Committees are sought to enable them to be submitted to the Policy & Resources Committee for consideration.

3.0 BACKGROUND INFORMATION

- 3.1 Views are being sought on the Council's future budget and spending priorities, which will be delivered through a programme of community and stakeholder consultation.
- 3.2 The public consultation began on 21 December 2020 and will finish on 22 January 2021. The objectives of the consultation are:
- **Understanding:** Stakeholders understand the scale of the budget challenge, and how we are going about overcoming it
 - **Engagement:** Stakeholders feel able to contribute and that their views are valued and are being considered
 - **Support:** Stakeholders support the budget proposals, appreciate the work which has been done to involve them, and understand the reasons for budget decisions
- 3.3 The roles of the Service Committees is to formalise any feedback from the workshops in November and December 2020 and provide feedback on the proposals to Policy & Resources Committee

4.0 FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications from this report, however the feedback requested is part of the consideration for the budget setting process, and as such, there could be financial implications.

5.0 LEGAL IMPLICATIONS

- 5.1 The Council is required to agree a budget for 2021/22 by March 2020. The Council must set the budget in accordance with the provisions of the Local Government Finance Act 1992 and approval of a balanced budget each year is a statutory responsibility of the Council.
- 5.2 The provisions of section 25, Local Government Act 2003 require that, when the Council is making the calculation of its budget requirement, it must have regard to the report of the chief finance (s.151) officer as to the robustness of the estimates made for the purposes of the calculations and the adequacy of the proposed financial reserves. This is in addition to the personal duty on the Chief Finance (Section 151) Officer to make a report, if it appears to them that the expenditure of the authority incurred (including expenditure it proposes to incur) in a financial year is likely to exceed the resources (including sums borrowed) available to it to meet that expenditure.
- 5.3 It is essential, as a matter of prudence, that the financial position continues to be closely monitored. In particular, Members must satisfy themselves that sufficient mechanisms are in place to ensure both that savings are delivered and that new expenditure is contained within the available resources. Accordingly, any proposals put forward must identify the realistic measures and mechanisms to produce those savings.
- 5.4 Consultation must take place in accordance with the Council's duties under section 65 of the Local Government Finance Act 1992. It must be borne in mind that this is consultation on the budget proposals, not on the decision to take whatever decision is implied by the adoption of that budget. This is because the budget is a sufficiently high-level estimate or cap and, in relation to much of the estimated income and expenditure in exercise of the budget, not set in relation to the distinct decisions that will make up that expenditure throughout the year. As such, when setting and formulating the budget it would be difficult to compile a sufficiently detailed consultation document or undertake a focussed impact assessment.
- 5.5 It should be noted, however, that this exercise must also form the essential preliminary consultation under section 3 of the Local Government Act 1999 and section 27 of the Children and Families Act 2014, as well as due regard under section s.149 of the Equality Act 2010 (the public sector equality duty) and section 11 of the Children Act 2004 if consultation is necessary, where there is any significant, sufficiently focussed and, in financial terms, apparently rigid relationship of spending to a specific proposal, even if taken as part of the setting of a budget. The consultation process, including the Council's consideration of the responses, is

required to comply with the following overarching obligations (unless detailed statutory rules supplant these):

- Consultation must be at a time when proposals are at a formative stage.
- The proposer must give sufficient reasons for its proposals to allow consultees to understand them and respond to them properly.
- Consulters must give sufficient time for responses to be made and considered.
- Responses must be conscientiously taken into account in finalising the decision.

5.6 The results of the consultation exercises will form part of the report to Policy and Resources Committee. This will be under three headings and accompanying appendices concerning:

- (a) the public consultation responses, which will be presented in a form that allows the Policy and Resources Committee, and therefore full Council, to be able to give conscientious consideration to the consultation responses in making their recommendation and decision (This summary will also be shared with all Members at the earliest opportunity);
- (b) The responses of the individual policy and service committees, the collation of which forms the purpose of this report; and
- (c) Consultation and comments received directly from stakeholders and from other sources

5.7 This is the same whether or not a public body was required to consult or chooses to do so. This is because all of those rules are aspects of an overriding requirement for 'fairness'. The process must be substantively fair and have the appearance of fairness. The setting of the budget and council tax by Members involves their consideration of choices.

5.8 When considering options, Members must bear in mind their fiduciary duty to the council taxpayers of Wirral. Members must have adequate evidence on which to base their decisions on the level of quality at which services should be provided.

5.9 Where a service is provided pursuant to a statutory duty, it would not be lawful to fail to discharge it properly or abandon it, and where there is discretion as to how it is to be discharged, that discretion should be exercised reasonably.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

6.1 There are no implications for resources as a result of this report.

7.0 RELEVANT RISKS

7.1 The Council's ability to close the funding gap is highly dependent on the accuracy of assumptions used for Government funding and levies from other bodies, as well as demand estimates for Council services. As the Local Government Finance

Settlement only covers one year, the uncertainty around future funding over the MTFP period remains high.

- 7.2 A key risk to the Council's financial plans is that funding and demand assumptions in particular can change as more information becomes available. As such, the MTFP is regularly reviewed and updated as part of routine financial management.
- 7.3 There is a risk that external factors could impact on agreed savings, which means that may not be delivered or may be delayed. Progress on delivery of agreed savings will be monitored using Budget Monitoring reports presented to P&R Committee. As such the Council continues to hold a General Fund reserve of £10.7m. This represents a minimum level of contingency to support the organisation if savings cannot be delivered and no other options for mitigation can be identified.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 Views are being sought on the Council's future budget and spending priorities, which will be delivered through a programme of community and stakeholder consultation.
- 8.2 The Council has also worked with staff and Trade Unions where required to ensure obligations in relation to statutory staff consultation is delivered appropriately and within agreed guidelines.
- 8.3 Should any financial proposals agreed by Policy and Resources Committee require specific consultation, the Council will commence appropriate consultation directly with any service users and stakeholders who are affected and will feedback their views before final decisions are taken.

9.0 EQUALITY IMPLICATIONS

- 9.1 It is recognised that some of the developing proposals could have equality implications. Any implications will be considered and any negative impacts will be mitigated where possible.
- 9.2 Equality implications will be assessed during planning, decision and implementation stages and will be recognised as an ongoing responsibility. Equality issues will be a conscious consideration and an integral part of the process.

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

- 10.1 No direct implications. The content and/or recommendations contained within this report are expected to have no impact on emissions of Greenhouse Gases.

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APPENDICES

Appendix 1 – Savings Proposals

BACKGROUND PAPERS

2021/22 Budget Transition Process (Policy and Resources Committee 7 October 2020)
Local Government Association: Consulting Residents

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Policy & Resources Committee	7 October 2020
Council	19 October 2020
Policy & Resources Committee	18 December 2020

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Economy Regeneration & Development Committee

Our plans for economic growth are about encouraging inclusive growth, where the benefits are felt by every resident, creating opportunities for local people, and inspiring ambition. Prosperous communities are happier, healthier and better places to live. People want the chance to get a good job, and live in a nice home on a clean, safe street. A successful local economy – built on these inclusive principles – helps deliver that. Attracting investment to our borough creates good jobs for our residents. It helps people improve their skills, improve their prospects and raise the aspirations of their whole family. It's about helping everyone in the borough to become better off and live more comfortably.

The work we do helps support local employers to succeed, to win more business and grow – creating more jobs and opportunities for local people. We will help make sure our residents have the skills and education they need to secure their best possible futures. We work side-by-side with the independent traders who keep our high-streets alive, helping them adapt to modern trends.

OPTION	VALUE	NARRATIVE
Birkenhead Market Restructure	£240,000	Restructuring staffing arrangements to better serve delivery will ensure Birkenhead Market can drive forward its redevelopment. It is proposed staffing is reduced over 2/3 years in tandem with the development and relocation of the market to the temporary site. A restructure of Birkenhead Market could result in savings of £240,000 .
Budget Allocation for DDA	£200,000	The majority of public buildings within the Authority's portfolio are Disability Discrimination Act (DDA) compliant. As a result the works allocated to the budget for building works in relation to people with a disability accessing council buildings over the last few years has greatly reduced. If future works are required these will be covered by the general building code. The removal of this budget will not have any detrimental effect on access to council building for people with a disability as any unforeseen works will be covered within the property code. This proposal could save £200,000 .

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ENVIRONMENT, CLIMATE EMERGENCY AND TRANSPORT COMMITTEE

Monday, 1 February 2021

REPORT TITLE:	ECONOMY, REGENERATION AND DEVELOPMENT WORK PROGRAMME UPDATE
REPORT OF:	DIRECTOR OF LAW AND GOVERNANCE

REPORT SUMMARY

The Economy, Regeneration and Development Committee, in co-operation with the other Policy and Service Committees, is responsible for proposing and delivering an annual committee work programme. This work programme should align with the corporate priorities of the Council, in particular the delivery of the key decisions which are within the remit of the Committee. It is envisaged that the work programme will be formed from a combination of key decisions, standing items and requested officer reports. This report provides the Committee with an opportunity to plan and regularly review its work across the municipal year. The work programme for the Economy, Regeneration and Development Committee is attached as Appendix 1 to this report.

RECOMMENDATION/S

The Economy, Regeneration and Development Committee are invited to agree or otherwise determine the content of the Economy, Regeneration and Development Committee work programme which is proposed in this report for the remainder of the 2020/21 municipal year.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 To ensure Members of the Economy, Regeneration and Development Committee have the opportunity to contribute to the delivery of the annual work programme.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 A number of workplan formats were explored, with the current framework open to amendment to match the requirements of the Committee.

3.0 BACKGROUND INFORMATION

- 3.1 The work programme should align with the priorities of the Council and its partners. The programme will be informed by:

- The Council Plan
- The Council's transformation programme
- The Council's Forward Plan
- Service performance information
- Risk management information
- Public or service user feedback
- Referrals from Council

Terms of Reference

The Economy, Regeneration and Development Committee has responsibility for developing and delivering a vision for Wirral as a place. It is responsible for developing and determining or recommending all planning and transport policies, including the Local Plan, and infrastructure planning. It is also responsible for promoting regeneration, economic development and associated activities, including the tourism, culture and visitor economy, and for removing barriers to growth.

The Committee is charged by full Council to undertake responsibility for:

(a) development and delivery of the Council's strategic objectives for planning, sustainability and transportation;

(b) developing and recommending those plans and strategies which together comprise the Local Plan;

(c) developing and adopting or recommending (if reserved to Council) other spatial planning documents, including but not limited to

- (i) supplementary planning documents (SPD) and planning policy advice notes;
- (ii) Master Plans and development briefs;

(iii) The Infrastructure Delivery Plan; and

(iv) [The Community Infrastructure Levy (CIL) when applicable];

(d) economic development, including but not limited to infrastructure, enterprise, skills and seeking, securing and managing external funds to achieve that, directly or in partnership with joint ventures and external companies or bodies as well as with the Combined Authority and government bodies;

(e) the Council's functions and partnerships regarding the promotion of economic growth and the establishment and development of business;

(f) the promotion and development of the economic factors in the area, such as seeking to ensure sufficient and appropriate employment sites, investment, adult skills, apprenticeship schemes, productivity, development sites and so forth;

(g) overseeing the progress of major projects (including major building, infrastructure or other projects involving the erection or significant alteration of major permanent structures or landmarks) undertaken by the Council directly or as enabler, funder or joint enterprise partner, including but not limited to the Wirral Growth Company LLP

(h) reviewing major projects and any project boards having regard to capacity to deliver, corporate priorities and resources, and advise the Policy and Resources Committee as appropriate;

(i) providing a view of performance, budget monitoring and risk management in relation to the Committee's functions; and

(j) undertaking the development and implementation of policy in relation to the Committee's functions, incorporating the assessment of outcomes, review of effectiveness and formulation of recommendations to the Council, partners and other bodies, which shall include any decision relating to the above functions.

4.0 FINANCIAL IMPLICATIONS

4.1 This report is for information and planning purposes only, therefore there are no direct financial implication arising. However, there may be financial implications arising as a result of work programme items.

5.0 LEGAL IMPLICATIONS

5.1 There are no direct legal implications arising from this report. However, there may be legal implications arising as a result of work programme items

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

6.1 There are no direct implications to staffing, ICT or Assets.

7.0 RELEVANT RISKS

- 7.1 The Committee's ability to undertake its responsibility to provide strategic direction to the operation of the Council, make decisions on policies, co-ordinate spend, and maintain a strategic overview of outcomes, performance, risk management and budgets may be compromised if it does not have the opportunity to plan and regularly review its work across the municipal year.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 Not applicable

9.0 EQUALITY IMPLICATIONS

- 9.1 Wirral Council has a legal requirement to make sure its policies, and the way it carries out its work, do not discriminate against anyone. An Equality Impact Assessment is a tool to help council services identify steps they can take to ensure equality for anyone who might be affected by a particular policy, decision or activity.

This report is for information to Members and there are no direct equality implications.

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

- 10.1 This report is for information to Members and there are no direct environment and climate implications. However, there may be implications arising as a result of work programme items.

REPORT AUTHOR: **Anna Perret**
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APPENDICES

Appendix 1 Work Programme update

BACKGROUND PAPERS

Council Constitution

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Economy, Regeneration and Development Committee	26th October 2020

ECONOMY, REGENERATION AND DEVELOPMENT COMMITTEE

WORK PROGRAMME 2020/21

PROPOSED AGENDA FOR ECONOMY, REGENERATION AND DEVELOPMENT COMMITTEE

26TH JANUARY

Item	Key Decision Yes/No	Lead Departmental Officer	Wirral Plan Priority
REVISED STATEMENT OF COMMUNITY INVOLVEMENT	Yes	Keith Keeley	INCLUSIVE ECONOMY
TOWN DEAL SUBMISSION	Yes	Sally Shah	INCLUSIVE ECONOMY
BUDGET CONSULTATION UPDATE	No	Vicki Gregorich	INCLUSIVE ECONOMY
WORK PROGRAMME UPDATE	No	Anna Perrett	

DECISIONS

Item	Key Decision	Lead Departmental Officer	Wirral Plan Priority
New Ferry	Yes	Alan Evans	'Inclusive Economy'
Maritime Knowledge Hub – Wirral Waters – WWIF	Yes	Alan Evans	'Inclusive Economy'
Future High Streets Fund	Yes	Alan Evans	'Inclusive Economy'
Wirral Waters Egerton Village WWIF	Yes	Alan Evans	'Inclusive Economy'
Business Support Services	Yes	Alan Evans	'Inclusive Economy'
Wirral Growth Company – Final Site Development Plan for Birkenhead	Yes	Alan Evan	'Inclusive Economy'
Hind Street Highways Strategy	Yes	Alan Evans	'Inclusive Economy;
Mass transit update	Yes	Alan Evans	'Inclusive Economy'

Active Travel Strategy	Yes	Alan Evans	'Inclusive Economy'
Report on transport schemes including SUD work package 7 – acceptance of funding	Yes	Alan Evans	'Inclusive Economy'
Investment Plan	Yes	Alan Evans	'Inclusive Economy'
People's Pool – Lido proposal	Yes	Alan Evans	'Inclusive Economy'
Update on European Funding	Yes	Alan Evans	'Inclusive Economy'
Wirral Growth Company – Birkenhead Offices, Funding arrangements	Yes	Alan Evans	'Inclusive Economy'
Parking strategy	yes	Alan Evans	'Inclusive Economy'
Wirral Waters Enterprise Zone Investment Fund	Yes	Alan Evans	'Inclusive Economy'
Temporary Market, Birkenhead	Yes	Sally Shah	'Inclusive Economy'
European Structural and Investment Funds (ESIF) Programme for England (2014-2020)	Yes	Alan Evans	'Inclusive Economy'
Liverpool City Region Combined Authority Devolution Funding	Yes	Alan Evans	'Inclusive Economy'
Local Enterprise Partnership Update	Yes	Alan Evans	'Inclusive Economy'
Local Development Scheme	Yes	Alan Evans	'Inclusive Economy'
Spatial Framework for the Borough	Yes	Alan Evans	'Inclusive Economy'
Merseyside Connected - Broadband Delivery UK (BDUK)	Yes	Alan Evans	'Inclusive Economy'

Tower Road South Development	Yes	Alan Evans	'Inclusive Economy'
Wirral Waters Connectivity (7) - Duke Street (Phase 2)	Yes	Alan Evans	'Inclusive Economy'
Wirral International Business Park Connections - A41 Carlett Park	Yes	Alan Evans	'Inclusive Economy'
A41 Phase 1 Business Case (PART EXEMPT)	Yes	Alan Evans	'Inclusive Economy'
Liverpool City Region Cycling Walking Investment Plan - Birkenhead to New Brighton	Yes	David Ball	'Inclusive Economy'
Birkenhead Town Centre Masterplan (EXEMPT)	Yes	David Ball	'Inclusive Economy'
Preferred Developer to Deliver the New Ferry Regeneration (PART EXEMPT)	Yes	Alan Evans	'Inclusive Economy'

STANDING ITEMS AND MONITORING REPORTS

Item	Reporting Frequency	Lead Departmental Officer
Financial Monitoring Report	TBC	Shaer Halewood
Performance Monitoring Report	TBC	Alan Evans
Regen Committee Work Programme Update	TBC	Committee Team
Public questions	Each meeting	

WORK PROGRAMME ACTIVITIES OUTSIDE COMMITTEE

Item	Format	Timescale	Lead Officer	Progress
Working Groups/ Sub Committees				
Task and Finish Reviews				
-	-	--		-
Spotlight Sessions and Workshops				
Business Support Services	Workshop	Feb 2021	Alan Evans	-
New Ferry	Workshop	Feb 2021	Alan Evans	-
Capital Programme	Workshop	Feb 2021	Alan Evans	

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