



**WIRRAL METROPOLITAN BOROUGH COUNCIL**

**PLANNING AND COMPULSORY PURCHASE ACT 2004 (SECTION 15)**

**LOCAL DEVELOPMENT SCHEME FOR WIRRAL**

**OCTOBER 2022**

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## **1 INTRODUCTION**

- 1.1 The Local Development Scheme for Wirral is a statutory document setting out the programme for the preparation of Local Development Documents produced in accordance with Section 15 of the Planning and Compulsory Purchase Act 2004.
- 1.2 The Council's Local Plan will form part of the statutory Development Plan for the area and will play a major role in the determination of individual planning applications and in other decisions taken by the Council and by others under the Town and Country Planning Acts.

## **2 BACKGROUND**

- 2.1 The first Local Development Scheme for Wirral was approved by the Secretary of State on 31 March 2005 and came into effect on 20 May 2005. Subsequent reviews took place in July 2006, July 2007, January 2010, February 2012, December 2014, December 2017, October 2019, October 2020, and January 2022.
- 2.2 This current document replaces the Local Development Scheme adopted by the Council in January 2022. It has become necessary to review the Local Development Scheme to account for a minor slippage in the date of anticipated Submission of the Wirral Local plan 2021-2037 following the completion of the Regulation 19 Consultation Stage on 25<sup>th</sup> July 2022. The previous Local Development Scheme anticipated submission of the Plan for independent examination by the end of September 2022 but is now expected to take place by November 2022 as set out in paragraph 6.13 below.
- 2.3 Local Development Schemes no longer need to be approved by the Secretary of State before they can come into effect but the Secretary of State has powers to direct amendments to schemes.

## **3 THE PLANNING POLICY FRAMEWORK FOR WIRRAL**

- 3.1 The planning policy framework for Wirral is made up of a number of Development Plan Documents and Neighbourhood Planning Documents that have been prepared in accordance with subject to a statutory process which together form the Statutory Development Plan for Wirral, and a number of other Local Development Documents such as Supplementary Planning Documents.

## **4 THE DEVELOPMENT PLAN FOR WIRRAL**

- 4.1 The statutory Development Plan for the Metropolitan Borough of Wirral currently comprises the ‘saved’ policies in the Unitary Development Plan for Wirral, adopted by the Council in February 2000 and the Joint Waste Local Plan for Merseyside and Halton, adopted in July 2013, together with Neighbourhood Development Plans for Devonshire Park and Hoylake.

### **Unitary Development Plan for Wirral (February 2000)**

- 4.2 The Unitary Development Plan (UDP) is an ‘old-style’ development plan that will be replaced by the new Wirral Local Plan and other documents contained within the Local Plan Framework for Wirral.
- 4.3 A list of the policies and proposals that are no longer in force, following the adoption of the Joint Waste Local Plan, can be viewed on the Council’s website at <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/unitary-development-plan/written>
- 4.4 The remaining policies of the Unitary Development Plan, including the Written Statement and Proposals Map, can be viewed on the Council’s website at <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/unitary-development-plan>

### **Joint Waste Local Plan for Merseyside and Halton (July 2013)**

- 4.5 The Joint Waste Local Plan was adopted by each of the six partner councils to come into effect from 18 July 2013. The Joint Waste Local Plan was resolved to be adopted by Wirral Council on 15 July 2013 (Minute 17 refers).
- 4.6 The Joint Waste Local Plan can be viewed on the Council’s website at <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/joint-waste-local-plan-merseyside>

## **Made Neighbourhood Development Plans**

- 4.7 The Neighbourhood Development Plan for Devonshire Park was made (adopted) in December 2015 and the Neighbourhood Development Plan for Hoylake was made in December 2016. The Neighbourhood Development Plans can be viewed on the Council web site at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/neighbourhood-planning>

## **Other Planning Documents**

- 4.8 There are a number of additional documents which sit alongside the Development Plan. These documents currently include:
- a series of Supplementary Planning Guidance Notes and Supplementary Planning Documents to support the delivery of existing adopted Development Plan policies;
  - a Statement of Community Involvement;
  - the Local Development Scheme; and
  - a series of Annual Monitoring Reports.

## **5 WIRRAL'S FUTURE PLANNING POLICY FRAMEWORK**

- 5.1 In future, the Development Plan for Wirral will comprise the following documents:
- The Wirral Local Plan 2021-2037 and Policies Map;
  - The Joint Waste Local Plan for Merseyside and Halton;
  - The Spatial Development Strategy for the Liverpool City Region (to be produced by the Liverpool City Region Combined Authority); and
  - Neighbourhood Planning documents, including Neighbourhood Development Plans, which may be prepared by the local community.
- 5.2 Other planning documents will include:
- Supplementary Planning Documents and other technical guidance to support the delivery of the Local Plan;
  - a Community Infrastructure Levy charging schedule (if adopted);
  - The Local Development scheme;

- The Statement of Community Involvement; and
- Annual Monitoring Reports

5.3 The Joint Waste Local Plan, Neighbourhood Development Plans and the Proposals Map will have status alongside the Unitary Development Plan, as part of the statutory Development Plan for Wirral, until the Unitary Development Plan is fully replaced by the Wirral Local Plan and Policies Map.

5.4 A list of the Local Development Documents that have already been adopted is provided at Appendix 1.

5.5 This review of the Local Development Scheme provides for the completion of the Wirral Local Plan, which will set out the strategic policies for the area, with which Neighbourhood Plans will need to be in general conformity.

## **6 THE WIRRAL LOCAL PLAN**

6.1 The Wirral Local Plan (previously the Core Strategy Local Plan) is a Development Plan Document that is intended to set the long-term vision, objectives, strategic and non-strategic policies for the Borough over the 16-year period 2021 to 2037 and to provide the framework for future Development Plan Documents, Neighbourhood Planning Documents and Supplementary Planning Documents.

6.2 Previous Local Development Schemes proposed a two-stage process of Local Plan preparation, initially focused on the completion of the Core Strategy Local Plan (containing mainly strategic policies, which would only partially replace the Unitary Development Plan) which would be followed by the second stage preparation of a site-specific Land Allocations and a Heritage Local Plan.

6.3 The Council is now preparing a single Wirral Local Plan, which will replace the Unitary Development Plan in its entirety. The Wirral Local Plan will also now include detailed site-specific policies including site allocations and development management policies, and a Policies Map to replace the Unitary Development Plan Proposals Map.

6.4 The stages undertaken to prepare the previous Core Strategy and the subsequent Development Options Review in 2018 can be viewed on the Council's web site here: <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/core-strategy-local-plan>



## **The New Local Plan for Wirral**

- 6.5 The Council's original intention was to re-publish the Local Plan as a revised proposed submission draft under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012. However, the Council decided that an additional stage of Regulation 18 consultation was required to take account of changes in national planning policy and to ensure that all the revised spatial options and reasonable alternatives and the Council's revised preferred option, are documented and made available for public comment before any final proposals are prepared.

## **Wirral Local Plan Issues and Options Consultation (Regulation 18)**

- 6.6 Consultation on the Wirral Local Plan 2020-2035 Issues and Options Consultation document under Regulation 18 therefore took place between 27<sup>th</sup> January and 6<sup>th</sup> April 2020. This included a two-week extension to the normal six-week consultation period due to the impact of the Covid-19 restrictions imposed towards the end of March 2020, although all planned public drop-in sessions were completed before that time. The consultation also sought comments on a number of evidence base studies, potential allocations for housing and employment development sites, Interim Sustainability Appraisal and Habitats Regulations Assessments and a call for sites to inform the 2020 Strategic Housing Land Availability Assessment. The published documents can be viewed at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/core-strategy-local-plan/issues>
- 6.7 Consultation on the following evidence base documents and updates to existing evidence took place in June and July 2020:
- Agricultural Economy and Land Study Addendum;
  - Wirral Landscape Sensitivity Assessment Addendum;
  - Wirral Local Landscape Designations Review 2020; and
  - Exploring The Computation of Housing Need in Wirral 2020.

6.8 During 2021 a number of new evidence base documents and updates to existing evidence were also subject to additional public consultation:

- Draft Wirral Environmental Sensitivity Study: 6-week consultation ended 29 March 2021;
- Draft Employment Land and Premises Study: 6-week consultation ended 31 March 2021;
- Draft Green and Blue Infrastructure Strategy: 6-week consultation ended 5 April 2021;
- Wirral Housing Density Study 2021: 6-week consultation ended 27 April 2021;
- Birkenhead 2040 Framework: consultation March - June 2021; and
- Local Green Space Designations: Review of Sites: 8-week consultation ended 6 August 2021.

#### **Wirral Local Plan 2021-2037 Submission Draft – Publication (Regulation 19)**

6.9 The Council at its meeting on 21st March 2022 approved the Submission Draft Local Plan for publication prior to submission to the Secretary of State for independent examination. The Submission Draft Local Plan and relevant supporting documents (see below) were made available for public inspection to provide any individual, group or business the opportunity to make a representation on the 'soundness' and legal compliance (including with the duty to cooperate) of the Draft Local Plan, for consideration by a Planning Inspector. The original period for representations to be received from 9<sup>th</sup> May to 20<sup>th</sup> June 2022 was subsequently extended to 5pm on 25<sup>th</sup> July 2022 as the Council identified that two documents, which were published in support of the Local Plan, were incomplete as described below:

- Wirral Local Plan: Pre-Submission Local Plan Sustainability Appraisal Report April 2022 [Document SD2] - Appendix A - Maps missing;
- Wirral Local Plan 2021 - 2037 CIL & Viability Assessment February 2022 [Document DV1] - Appendix 8 - Presentation Slides missing.

- 6.10 In addition, in the Wirral Local Plan 2021 - 2037 CIL & Viability Assessment February 2022 [Document DV1] the following changes were made: Appendix 1 - Removal of "Draft" watermark and amended text on page 1 to clarify version of policies assessed; and Appendix 2: removal of "Draft for consultation" watermark. Separately, the Housing Trajectory Annual Breakdown was published on the evidence base webpage as Document BP1.1 alongside the Housing Delivery Strategy [Document BP1].
- 6.11 A copy of the published documents can be viewed on the Council's website at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/wirral-new-local-plan/new-local-plan>.

### **Future Local Plan Timetable**

- 6.12 The table below sets out the amended timetable for the production of the Wirral Local Plan, following the analysis of the representations received on the Proposed Submission Draft Local Plan.
- 6.13 The Plan period had previously been proposed to be extended to 2037 to ensure that there is a 15-year plan period from the date of adoption.

<b>Wirral Local Plan Timetable</b>		
<b>Plan Preparation Stage</b>	<b>Purpose of the stage</b>	<b>Dates</b> (Note that all timings are subject to the programming of Committee and Council meetings)
<b>Evidence gathering and draft plan preparation</b>	Formulate vision and objectives for the Local Plan, evidence gathering, identify development requirements, identify potential spatial options, identify relevant economic, social and	April 2019 to December 2021

	environmental objectives to inform the sustainability appraisal	
<b>Public Consultation on draft local plan (Regulation 18 of the Local Plan Regulations 2012) and continued work on evidence gathering</b>	This document brings together all the strategic evidence and sets out the housing and employment requirements for the Borough over the plan period and set out the Council's preferred options for distributing this development including preferred sites.	January 27th– April 6 <sup>th</sup> 2020
<b>Council approval of publication of the Submission Draft Local Plan</b>	This is the full Local Plan that the Council wishes to submit to the Secretary of State for Examination. It includes both strategic and non-strategic policies. All the evidence was be in place at the time of publication. It is the version that the Council considers “sound” in terms of the legal requirements placed on plan preparation and to be justified and deliverable. Following the Council's approval of the Publication version of the Local Plan the policies and proposals in the Local plan will have significant weight in the decision-taking process.	Council approved publication of the Submission Draft Local Plan and Submission for independent Consultation on 21 <sup>st</sup> March 2022.
<b>Publication of the Local Plan: (Regulation 19)</b>	This will be the formal period for representations to the draft plan for a minimum period of 6 weeks, and will give communities, stakeholders and other interested persons the final opportunity to make comments on the plan relating to the “soundness” and legal compliance of the Local Plan. The Council will not review these comments other than to identify key issues and potential modifications to the Local Plan. The	The Council published and received representations on the Wirral Local Plan 2021 - 2037 Submission Draft May 2022 for an extended period which ran from 9th May until 5pm on Monday 25th July 2022

	representations will be passed directly to the Inspector undertaking the Local Plan Examination.	
<b>Submission (Regulation 22)</b>	This is an administrative stage and relates to the formal submission of the documents (including all formal representations received during the Publication Deposit period, statutory assessments, and evidence base documents) to the Secretary of State for independent examination by a Planning Inspector.	Between October and November 2022
<b>Local Plan Examination</b>	The formal examination of the Local Plan will start when the plan is submitted. Hearings will be held into specific aspects of the plan during the examination, and “objectors” will have the right to be involved in that process. The Planning Inspector will assess the Local Plan to determine whether it has been prepared in line with the duty to cooperate, other legal requirements, and whether it is “sound” in line with the requirement of planning legislation. At this stage the Council can request that the Inspector makes recommendations which would address the issues identified during the Examination in order to ensure that the plan is “sound”, including proposed modifications to the Local Plan, which may require additional public consultation. The Inspector’s conclusions will be set out in a report issued to the Council.	Hearing sessions - commencement -early 2023
<b>Local Plan Adoption</b>	The Council will receive the inspector’s Report	Late 2023/ Early 2024 (Council)

	and consider the recommendations, before it formally adopts the Local Plan.	
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- 6.14 The timetable following the submission of the Local Plan (Regulation 22) should be regarded as **indicative only** and will be for the Planning Inspector(s) (appointed to undertake the public examination of the soundness and legal compliance of the proposals) to determine. The length of the examination and reporting will depend on the number of representations received and the resources available at the Planning Inspectorate at the time. Therefore, the examination and reporting times shown may need to be revised at a later date. The appointed Planning Inspector(s) will decide how the examination will run once the documents and final representations have been submitted. There may also be a requirement to prepare and consult on main modifications to the Local Plan.
- 6.15 The estimated date for the adoption of the final Wirral Local Plan, following submission to public examination, is now late 2023/early 2024.
- 6.16 A continuously up-dated record of progress is available on the Council’s website at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/local-development-scheme>

## **7.0 Supporting evidence and other planning documents**

- 7.1 Whilst not forming part of the Local Plan, the Council will produce other supporting documents to aid the preparation or implementation of Local Plan policies:

### **Evidence Base**

- 7.2 In order to carry out the preparation of the new Local Plan, the Council has developed and maintained a sound evidence base. Necessary research and studies have been conducted and have been supplemented by research undertaken by others as appropriate. Providing a sound and comprehensive evidence base is fundamental to developing sound planning documents. The key evidence base documents will be made available to view and download from the relevant Local Plan webpage at the time of publication of key Local Plan preparation stages.

### **Statement of Community Involvement (SCI)**

- 7.3 A key requirement in our planning system is to ensure community and stakeholder engagement ensuring people's views can be taken into account. This commitment is reinforced by the requirement for all Local Planning Authorities to produce a Statement of Community Involvement (SCI). The SCI is not a Development Plan Document and is not subject to public Examination.
- 7.4 The current Statement of Community Involvement was adopted by the Council in March 2021. It details how the community and stakeholders will be involved in the preparation, alteration and review of all local plan documents as well as the consideration of minor and major planning applications. To ensure the SCI remains relevant and has regard to new methods of engagement, the council will keep this under review, updating it as necessary.

### **Sustainability Appraisal (SA)**

- 7.5 Sustainability Appraisal (SA) is required for all Development Plan Documents. The process of undertaking and reporting on a SA, which incorporates strategic environmental assessment (SEA), is an important tool used during plan-making. The SA assesses the likely effects of the plan on environmental, social and economic objectives when judged against reasonable alternatives.
- 7.6 Work on producing the Local Plan has been informed and supported by corresponding work on the SA. The findings of the SA will inform the preparation of Development Plan Documents and will be a material consideration in determining soundness of the document at the Examination. The SA will be made available when other key Local Plan documents are published and comments (under Regulation 18) or representations (under Regulation 19) invited.

### **Habitat Regulations Assessment (HRA)**

- 7.7 The Council must consider whether the policies and/or site allocations in the plan is likely to have a significant effect on a European site directly or indirectly either alone, or in combination with other plans and projects. European sites include designated Special Areas of Conservation (SACs), Marine SACs, Special Protection Areas (SPAs) and Ramsar sites. The overall purpose of the HRA is to conclude whether the proposals and policies of the Local Plan would adversely affect the integrity of European sites.

- 7.8 The HRA helps inform the Council's decisions on where to locate development by assessing policies and site allocations in terms of their impact on each relevant European site, ensuring any significant impact is avoided or identifying how and where mitigation can be employed.
- 7.9 The HRA will be made available when other key Local Plan documents are published and comments invited.

### **Local Plan Policies Map**

- 7.10 The Policies Map identifies site allocations and areas of planning constraint, such as Green Belt and other local and national designations and the areas where any relevant policies will be held to apply. The policies map is updated as new Development Plan Documents are prepared or revised, to provide a clear visual illustration of the application of policies across the area.

### **Supplementary Planning Documents**

- 7.11 Supplementary Planning Documents (SPDs) provide further information and guidance on the implementation of Local Plan policies and can be given substantial weight in planning decisions. The Local Development Scheme is no longer required to set out the timetable for the preparation of Supplementary Planning Documents.
- 7.12 The latest progress on the preparation of Supplementary Planning Documents can be viewed on the Council's website at <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/supplementary-planning-documents>.

## **8 NEIGHBOURHOOD PLANNING DOCUMENTS**

- 8.1 Neighbourhood Planning documents are prepared by the local community and adopted by the Council, to provide further detail on planning proposals within local areas.
- 8.2 The Council has designated five local neighbourhood planning areas: at Devonshire Park; Hoylake; Leasowe; Birkenhead and Tranmere; and for Birkenhead North, to allow Neighbourhood Forums to prepare their own planning proposals for their respective designated areas. Neighbourhood Development Plans have been 'made' (adopted) for Devonshire Park (December 2015) and Hoylake (December 2016). The Neighbourhood Forums for Hoylake and Devonshire Park were re-



designated in October 2018 for a further period of five years. The Council were notified that the Birkenhead and Tranmere Neighbourhood Forum was formally dissolved in June 2018.

- 8.3 Progress on the preparation of neighbourhood planning documents can be viewed on the Council's website at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/neighbourhood-planning>.

## **9 DUTY TO CO-OPERATE**

- 9.1 The Council adopted a Statement of Co-operation on Local Planning, with City Region Partners, on 17 October 2016 (Council, Minute 64 refers). The National Planning Policy Framework (February 2019) sets out a duty for public bodies to cooperate on strategic matters that cross administrative boundaries. Strategic planning matters are defined as (paragraph 20 refers):

- housing, employment, retail, leisure and other commercial development,
- the provision of infrastructure, minerals and energy,
- community facilities, and
- conserving and enhancing the historic, built and natural environment and planning measures to climate change mitigation and adaptation

- 9.2 Following participation in a national pilot project a Liverpool City Region Statement of Common Ground was jointly prepared during 2019 and was signed and adopted in March 2020. The Council will also need to prepare separate Statements of Common Ground to address co-operation with Cheshire West and Chester Council and other relevant stakeholders.

## **10 RESOURCES**

- 10.1 Future land use planning policy documents are prepared by the Forward Planning Team in the Council's Regeneration and Place Directorate. To assist in the preparation of the Local Plan the Council has utilised the services of additional planning and other technical specialists.

## **11 RISK REGISTER**

11.1 The principal risks to the delivery of the timetable set out in this Local Development Scheme are set out in Appendix 2 and will be kept under constant review.

## **12 MONITORING & REVIEW**

12.1 Progress on Local Plan preparation is reviewed annually in the Council's statutory Monitoring Reports. Previous Monitoring Reports can be viewed on the Council's website at <https://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/development-monitoring>.

12.2 Changes to the Local Plan Regulations now require that local plans must be reviewed every 5 years from the date of adoption, by undertaking an assessment to determine whether the policies need updating. Local planning authorities have to decide either:

- that their policies do not need updating and publish their reasons for this decision; and/ or
- that one or more policies do need updating, and update their Local Development Scheme to set out the timetable for this revision.

12.3 The preparation of the Wirral Local Plan and the Local Development Scheme provides for the review and replacement of the policies and proposals currently set out in the 'saved policies' of the Wirral Unitary Development Plan adopted February 2000.

## **13 USEFUL CONTACTS**

13.1 The Forward Planning Team can be contacted:

by post at:

Wirral Council, Regeneration and Place, PO Box 290, Brighton Street, Wallasey CH27 9FQ

by telephone at: 0151 691 8235

or at [forwardplanning@wirral.gov.uk](mailto:forwardplanning@wirral.gov.uk)

## 14 BACKGROUND DOCUMENTS

14.1 The following documents provide additional information on Local Development Document processes and requirements:

- Planning and Compulsory Purchase Act 2004 (HMSO 2004, Chapter 5) (as amended)
- Localism Act 2011 (HMSO 2011, Chapter 20) (as amended)
- Housing and Planning Act 2016 (HMSO, Chapter 22)
- Neighbourhood Planning Act 2017 (HMSO, Chapter 20)
- The Town and Country Planning (Local Planning) (England) Regulations 2012 (HMSO SI 2012 No.767) (as amended)
- The Environmental Assessment of Plans and Programmes Regulations 2004 (HMSO, SI 2004 No 1633)
- The Conservation (Natural Habitats &c) Regulations 1994 (HMSO, 1994 No 2716) (as amended)
- The Conservation of Habitats and Species Regulations 2010 (as amended) (HMSO SI 2010 No.490)
- The National Planning Policy Framework (July 2021) can be viewed at <https://www.gov.uk/guidance/national-planning-policy-framework>. Associated practice guidance (as continuously updated) can be viewed at <https://www.gov.uk/government/collections/planning-practice-guidance>

## **Appendix 1 – Adopted Local Development Documents**

### *1. Local Plans*

#### **Unitary Development Plan for Wirral – Adopted February 2000**

Written Statement - <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/unitary-development-plan/written>

Proposals Map - <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/unitary-development-plan/forward>

#### **Joint Merseyside and Halton Waste Local Plan – Adopted July 2013**

Written Statement - <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/joint-waste-local-plan-merseyside>

Maps and Plans - <http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/local-plans/joint-waste-local-plan-merseyside>

### *2. Neighbourhood Development Plans*

#### **Devonshire Park Neighbourhood Plan - Made December 2015**

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/neighbourhood-planning/devonshire-park>

#### **Hoylake Neighbourhood Plan – Made December 2016**

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/neighbourhood-planning/hoylake>

### *3. Statement of Community Involvement*

#### **Statement of Community Involvement - Adopted March 2021**

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/community-involvement-local-planning/statement>

4. *Supplementary Planning Documents*

**SPD1 – Designing for Development by Mobile Phone Operators – Adopted October 2006**

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/supplementary-planning-documents/designing>

**SPD2 – Designing for Self-Contained Flat Development and Conversions – Adopted October 2006**

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/supplementary-planning-documents/designing-0>

**SPD3 – Hot Food Takeaways, Restaurants, Cafes and Drinking Establishments – Adopted October 2006**

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/supplementary-planning-documents/hot-food>

**SPD4 – Parking Standards - Adopted June 2007**

<http://www.wirral.gov.uk/planning-and-building/local-plans-and-planning-policy/supplementary-planning-documents/parking>

## Appendix 2 – Risk Register

Risk	Description	Control Measures
Political	Risk of political approval being withheld and/or change of leadership and/or direction and/or political priorities	<p>Consultation and involvement of Members in the Local Plan preparation process in order to provide ownership, leadership and commitment to future implementation. A Local Plan Member Working Group consisting of the Group Leaders, and Members of the Local Plan Sub Committee has been established to support the Local Plan process.</p> <p>Engagement with all Members at key stages of preparation.</p>
Procedural	Changes in national policy leads to amended requirements	Seek to future-proof requirements wherever possible. Any changes are regularly monitored, assessed and responded to ensuring that the Local Plan meets the statutory requirements.
Financial-constrained Council budgets, increases in Planning Inspectorate fees	Risk of inadequate financial provision hindering progress and scope of work required	The Local Plan is a corporate priority and budgetary provision has been made available to ensure that a robust Local Plan is delivered. Budgets are reviewed with the Director of Finance regularly and reviewed at each Local Plan Programme Board meeting.
Staff turnover and recruitment difficulties	Staff turnover is difficult to predict. Risk of loss of key staff to other employment would severely affect our ability to progress the Local Plan work programme in a timely	Take prompt action to fill vacancies with staff with the appropriate skills. Specialist support has been secured to support the Local Plan team and this is regularly monitored.

<b>Risk</b>	<b>Description</b>	<b>Control Measures</b>
	manner	
Staff absence (e.g. long term sickness/maternity leave)	Reduced capacity causing slippage in programme	Consider interim arrangements such as temporary appointments, use of agency staff or secondment, subject to resources  The adequacy of staffing levels will be evaluated through the ongoing monitoring of the preparation of the Local Plan
Lack of in-house skills for specialised areas of policy work/background studies	Slow progress causing a slippage in programme  Evidence base challenged or undermined  Quality compromised	Obtain training for areas where expertise is lacking  Review staffing requirements as part of annual service reviews  Expand partnership working, where possible  Specialist support has been brought in to support the Team.
Appointed consultants fail to deliver against requirements set out in brief, either in terms of quality or timetable	Slow progress causing a slippage in programme  Evidence base challenged or undermined  Quality compromised  The consultant no longer has the capacity to deliver due to unforeseen capacity issues and	Check their capacity and ability to deliver before appointment  Maintain ongoing monitoring of performance  Where appropriate end the contract and appoint new consultant

Risk	Description	Control Measures
	or illness.	
Pressure on staff time due to competing work streams	Diverts team from Local Plan work causing slippage in programme	The Local Plan is recognised as a corporate priority Team dedicated to the Local Plan
Legal	<p>Risk of non-compliance with legal procedures and requirements and/or judicial review leading to adopted Local Plan being quashed and additional workloads</p> <p>Changes in plan-making requirements/procedures can also result in delays</p>	<p>Ensure relevant legislation/ regulations are checked and complied with at each stage</p> <p>It is not possible to easily plan for further changes to the planning system. The Council will endeavor to deal with new requirements with minimum disruption to the timetable as part of ongoing monitoring</p> <p>KC appointed in November 2018 and providing ongoing support.</p> <p>Programme Officer identified for Local Plan examination.</p> <p>Use Planning Advisory Service Local Plan Route Mapper Tool Kit</p>
Third Parties	Risk of comments and representations from third parties causing delay (including lengthening of examination) and/or additional expense from unexpected volumes and/or unforeseen issues arising, with need for additional evidence and/or consultation	<p>Consultation and involvement of relevant stakeholders</p> <p>Ensure timetable is realistic but has some flexibility built in and monitor progress against LDS</p> <p>Consider the need for additional resources as part of</p>



Risk	Description	Control Measures
		ongoing monitoring
Joint working with other internal departments and/or external authorities causes delay	Key milestones in programme not met Duty to Co-operate not met	Ensure timescales for Local Plan realistically reflect partner authorities ability to contribute to joint working  Ensure commitment to milestone dates and resource allocation is obtained from relevant parties in advance
Capacity of the Planning Inspectorate	Examination and/or Inspectors Report is delayed  Key milestones in programme not met	Close liaison with the Planning Inspectorate to ensure early warning of any problems  The Council has sought to minimise the volume of issues to be resolved at examination, through ensuring a robust evidence base and wide pre-submission public consultation.
Soundness – Local Plan found unsound by Planning Inspectorate	Inspectors modifications required  Local Plan cannot be adopted without significant additional work, possibly including repeated stages of preparation and consultation	Ensure Local Plan is legally compliant, founded on a robust evidence base, accompanied by appropriate assessments and appraisals and well-audited community and stakeholder engagement. Timetable allows for possible consultation on main modifications, if required.  Use of Planning Advisory Service Local Plan Route Mapper -self-assessment toolkit  Maintain awareness of best practice

Risk	Description	Control Measures
Ongoing impacts of the Covid 19 Pandemic	<p>Restrictions on ability of in-house and consultancy teams to work effectively together in office locations-resulting in delays. Impact on arrangements for the Local Plan Examination (whether held in-person or virtually)</p> <p>Ongoing risk of illness of key staff resulting in delays</p>	<p>Follow latest Government and Public Health guidance on Covid19 working and meeting, social distancing arrangements.</p> <p>Where possible identify in-house or consultant temporary assistance for time critical work.</p>