



**Metropolitan  
Borough of Wirral**

**WIRRAL METROPOLITAN BOROUGH COUNCIL**

**LOCAL DEVELOPMENT FRAMEWORK FOR WIRRAL**

**SUPPLEMENTARY PLANNING DOCUMENT**

**SPD2 - DESIGNING FOR SELF CONTAINED FLAT  
DEVELOPMENT AND CONVERSIONS**

**OCTOBER 2006**

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## **1 INTRODUCTION**

- 1.1 The purpose of the Supplementary Planning Document – Designing for Self Contained Flat Development and Conversions is to provide advice to all those who are interested in the provision of self contained flats in Wirral through new development and through the conversion of existing properties.
- 1.2 The Supplementary Planning Document supplements Policy HS4 and Policy HS13 in the Unitary Development Plan for Wirral adopted in February 2000 and will support Policy DP1, Policy DP3, and Policy UR3 in the Regional Spatial Strategy for the North West (RPG13, March 2003). Other policies within the Unitary Development Plan that may be relevant in particular locations are also identified. It will also be considered alongside the Council's Interim Planning Policy for New Housing, adopted for development control purposes in October 2005.
- 1.3 This Supplementary Planning Document has been prepared with community involvement and adopted subject to a Council resolution. It will, therefore, be a material consideration when determining applications for self contained flats.
- 1.4 The Supplementary Planning Document provides information on:
  - the preferred locations for self contained flats;
  - design issues including the layout of sites; and
  - details to be submitted with applications.
- 1.5 The Supplementary Planning Document deals with matters related to siting and design. It will not deal with wider issues related to housing need and housing land supply. These are addressed in the Council's Interim Planning Policy for New Housing Development which can be viewed at:

[http://www.wirral.gov.uk/minute/public/ercs051013rep4b\\_17941.pdf](http://www.wirral.gov.uk/minute/public/ercs051013rep4b_17941.pdf)

## **2 POLICY CONTEXT AND OBJECTIVES**

### **National Planning Policy**

- 2.1 National planning policy is set out in PPS1 - Delivering Sustainable Development' (January 2005) and PPG3 - Housing (March 2000).
- 2.2 It is national policy to facilitate sustainable forms of development through housing density in the range of 30 to 50 dwellings per hectare. It encourages the provision of more intensive housing development in and around existing centres and close to public transport nodes. The aim is to create mixed, inclusive communities, to ensure that everyone has the opportunity of a decent home through a broader range of housing (including flats) in locations where the need to travel can be reduced.

- 2.3 Both PPS1 and PPG3 make it clear that high quality and inclusive design should be the aim of all those involved in the development process and that proposals that fail to take the opportunity for improving the character and quality of an area should not be accepted.
- 2.4 PPG 15 Planning & the Historic Environment, PPS 22 Renewable Energy and PPG 25 Development and Flood Risk (under review at time of writing) will be relevant in particular circumstances.
- 2.5 Guidance on access and design statements is provided in DCLG Circular 1/2006

### **Development Plan Policy**

- 2.6 The main Policies within the Regional Spatial Strategy (RSS) and the Unitary Development Plan for Wirral (UDP) that will be relevant for self contained flats are as follows:
  - RSS Policy DP1 - Economy in the Use of Land and Buildings;
  - RSS Policy DP2 - Enhancing the Quality of Life;
  - RSS Policy DP3 - Quality in New Development;
  - RSS Policy DP4 - Promoting Sustainable Economic Growth and Competitiveness and Social Inclusion;
  - RSS Policy UR3 – Promoting Social Inclusion through Urban Accessibility and Mobility;
  - UDP Policy HS4 - Criteria for New Housing Development;
  - UDP Policy HS13 - Self Contained Flat Conversions;
  - UDP Policy GR5 - Landscaping and New Development;
  - UDP Policy TR9 - Requirements for Off Street Parking; and,
  - UDP Policy TR12 - Requirements for Cycle Parking.
- 2.7 For sites where trees, Listed Buildings or Conservation Areas would be affected the following policies in the Unitary Development Plan for Wirral will also be applicable:
  - UDP Policy GR7 - Trees and New Development;
  - UDP Policy CH1 - Development Affecting Listed Buildings and Structures; and,
  - UDP Policy CH2 - Development Affecting Conservation Areas.

## **Local Objectives**

- 2.8 The main objective of local planning policy, consistent with national and regional policy, is to ensure that new development relates well with surrounding property and to ensure that there is no detrimental change to the character of the area.
- 2.9 However, in recent years there has been an increased demand from property developers for self-contained flat development. This has led to concern that the character of Wirral's established residential areas is being eroded, by the pressure for development, the demolition of unlisted buildings, the loss of landscaped gardens, over-development, the impact of traffic, and the loss of local heritage. The Supplementary Planning Document has, therefore, been prepared to provide additional advice on the design and location of new flat development.
- 2.10 The demolition of residential properties is permitted under current planning legislation subject to prior approval from the Local Planning Authority on the method of demolition and site restoration. A Supplementary Planning Document cannot take away these rights of demolition. However, when assessing planning applications, RSS Policy DP1 requires the Local Planning Authority to adopt a sequential approach that gives first preference to the re-use of an existing building that is sound and/ or of architectural and or historic interest.
- 2.11 This Supplementary Planning Document supplements adopted development plan policies by providing additional advice and guidance on the interpretation and implementation of adopted policies. The objectives of the Supplementary Planning Document are, therefore:
- to lend further support to the creation of attractive, and sustainable development for self contained flats;
  - to promote the retention of sound property of architectural or historic interest;
  - to provide advice on accessible locations;
  - to promote good design and layout; and
  - to encourage informed pre-application discussions and the submission of good quality planning applications.

## **3 LOCATIONS FOR SELF CONTAINED FLATS**

- 3.1 All development for self contained flats should be in locations that are close to services and facilities and that are genuinely accessible by a choice of means of transport.

### *Proximity to Local Services*

- 3.2 High density development should be located in areas where residents have the choice of walking to a range of local services such as shops, schools, employment areas, health, leisure and entertainment facilities. This could be achieved by choosing sites that are close to Key Town Centres and Traditional Suburban Centres or above ground floor level in suitable commercial premises within existing centres as listed in UDP Policies SH1 and SH2  
<http://www.wirral.gov.uk/udp/udpinterlive/onetheme.asp?cat=SH&tit=Shopping>).
- 3.3 To promote sustainable growth and social inclusion, as required by national policy in PPS1<sup>1</sup> and PPG3<sup>2</sup> and RSS Policy DP4, the Local Planning Authority will expect major developments of 10 or more flats or schemes with a density above 50 dwellings per hectare, to be located within 400 metres safe walking distance of a Key Town Centre or Traditional Suburban Centre. Proposals in excess of 50 dwellings per hectare beyond 400 metres from the above centres would be unlikely to receive planning permission.

### *Access to a Choice of Means of Transport*

- 3.4 All sites for self contained flats must also be accessible by good transport links to and from main employment areas, schools, shops, health, and leisure and entertainment facilities. Walking and cycling are the most sustainable forms of transport but proximity to main bus routes and railway stations is important if public transport is to be a viable option to the motor car for longer journeys.
- 3.5 Public transport will only be considered as a feasible alternative if there is a regular service to a range of destinations. Sites for self contained flats should, therefore, also be within 400 metres safe and convenient walking distance of a bus stop with a regular service with a frequency of 20 minutes or within 400 metres of a railway station that provides a regular service.
- 3.6 Walking distances should be measured over a practical, safe and well lit route without significant barriers to pedestrians, including those with disabilities, such as:
- a lack of dropped kerbs;
  - pavements less than 1.35 metres wide; and
  - the lack of a formal crossing, where there is heavy traffic.
- 3.7 Walking distances should not be measured 'as the crow flies'.

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<sup>1</sup> PPS1- *Delivering Sustainable Development (January 2005), paragraph 23*

<sup>2</sup> PPG3 – *Housing (March 2000), paragraph 47*



## **4 THE RETENTION OF EXISTING BUILDINGS**

4.1 The principal objective of RSS Policy DP1 is to promote the effective use of land and buildings. To comply with RSS Policy DP1, applicants must follow a sequential approach which gives preference to:

- Firstly, to the conversion of sound buildings, which are worthy of re-use and/or are of architectural or historical interest;
- Secondly, the use of previously developed land; and
- Lastly, the use of undeveloped land, which does not reduce areas of important open space.

4.2 In line with this approach, and provided that the necessary accessibility criteria have been satisfied, applications for new buildings that would involve the demolition of sound property of architectural or historical interest, such as large older buildings of character in established residential areas, would be unlikely to be approved unless the applicant can provide a justification to show why retention would not be viable.

## **5 DESIGN ISSUES**

5.1 National policy in PPS1 makes it clear that high quality and inclusive design should be the aim of all those involved in the development process. When developers are preparing their proposals, regard should, therefore, be given to the good practice outlined in national documents such as:

- By Design – Urban Design in the Planning System -Towards a Better Practice;
- By Design – Better Places to Live, Safer Places – the Planning System and Crime Prevention; and
- Planning and Access for Disabled People.

5.2 These documents set out fundamental principles including:

- consideration of the design and position of development in context with neighbouring buildings, the townscape and landscape of the wider locality;
- consideration of the scale, massing and height of the intended development in relation to adjoining buildings, topography, views, vistas and general height patterns in the area; and
- respect for the character of the area.

5.3 The Commission for Architecture and the Built Environment (CABE) has produced a number of documents aimed at stimulating a higher standard of design. For example, *Building for Life* sets criteria for assessing the

design quality of residential schemes and *Building in Context* focuses on historic areas but sets out core principles that could be applied in any location to produce an optimum solution. A successful project should, therefore, be expected to:

- relate well to the geography and history of the place and the lie of the land;
- sit happily in the pattern of existing development and routes through and around it;
- respect important views (from public vantage points);
- respect the scale of neighbouring buildings;
- use materials and building methods, which are as high or of higher quality as those used in existing buildings; and
- create new views and juxtapositions, which add to the variety and texture of the setting.

5.4 Applicants will be expected to show how good design and layout has been taken into account through drawings and design statements that show how the proposed development will fit in with surrounding properties and within the wider setting of the area. In accordance with PPS1<sup>3</sup> and PPG3<sup>4</sup> poor design or development that fails to take the opportunities available for improving the character and quality of the area are unlikely to be approved.

### **Layout**

5.5 New buildings for self contained flats must be sited with regard to the layout, pattern and use of the spaces between other buildings in the surrounding areas.

### **Building Lines**

5.6 Whole facades of infill development that would project beyond the front or rear building line in areas of uniform development, such as established house types of the same kind, is not likely to be permitted. In cases where there is variety in the building line, an overall average should be determined to set the limit of an acceptable footprint.

### **Privacy and Daylight**

5.7 Development should not result in a significant loss of privacy, daylight or sunlight for neighbouring properties, nor be visually overbearing or dominant when viewed from adjoining property.

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<sup>3</sup> PPS1 paragraph 34

<sup>4</sup> PPG3 paragraph 63

- 5.8 Unless it can be demonstrated that privacy would not be unduly affected, habitable room windows directly facing each other should be at least 21 metres apart. Main habitable room windows should be at least 14 metres from any blank gable. If there are differences in land levels or where development adjoins that of different ridge height, such as three storey development adjacent to two storey property, a greater separation should be provided. For every metre difference in ridge height (or part thereof) the above distances should be increased by 2 metres.

### **External Layout and Landscaping**

- 5.9 Adequate landscaped garden space should be provided for the exclusive use of residents. This should be accessible to each flat and have a size, shape and location to be useful to occupiers. As a general guide, developers should ensure that at least one third of the whole site remains available as private landscaped communal areas. Driveways, garages, parking, servicing bin and cycle stores will not be considered to be part of this amenity area.
- 5.10 Applicants are required under the terms of UDP Policy GR5 to submit full landscaping proposals with applications for full planning permission. Advice on how to present landscaping schemes and tree surveys is contained in separate Supplementary Planning Guidance available from the Development Control Section, Technical Services Department, Canning Street, Birkenhead, CH41 1ND.
- 5.11 All existing landscape features of value such as trees, hedgerows, walls, gate posts, stone paving etc., should be retained and safeguarded through a scheme that prevents damage during building operations.
- 5.12 In cases where it is agreed that the retention of some features is not possible, provision should be made for the relocation or replacement of any important features, including additional compensatory landscaping, making use of native plants and trees where suitable to promote biodiversity in the area.
- 5.13 The main entrance to the building should be located in the front elevation and provide access to individual flats from within the building whenever possible. If external staircases are proposed, the applicant must demonstrate that internal access is not feasible. Any external staircase should be sited to the rear, out of public view, designed to be an integral feature of the building and to prevent overlooking of neighbours' windows or private amenity space.

### **Internal Layout**

- 5.14 The internal layout should, wherever possible, be orientated to maximise passive solar gain with the main habitable rooms facing south west.
- 5.15 Habitable rooms in the basements of older buildings will only be permitted if there is sufficient daylight penetration and if the future occupiers will retain a reasonable outlook. Two thirds of the height of

basement windows for living rooms, bedrooms and dining rooms must be above ground level. Alterations that involve reducing outside ground levels are not likely to be an acceptable way of achieving this requirement.

- 5.16 All main habitable room windows should have reasonable outlook and not be lit solely by roof lights and not be in close proximity of high walls or fencing, steep embankments or established trees etc.
- 5.17 Rooms of similar use should be stacked over each other to reduce the potential impact from vertical sound transmission. Layouts with main living rooms, toilets or bathrooms over or under neighbours' bedrooms should be avoided. Soundproofing that exceeds Building Regulation standards may be required in cases where Environmental Health Officers identify noise sensitivity as an issue.
- 5.18 Vertical partitions and ceiling panels must not cut across windows or be visible externally.

### **Accessibility**

- 5.19 Special consideration should be given to ensure people with disabilities, people with prams or young children and older persons have the ability to move without difficulty within the building and around the site. This can be achieved through the design of accesses into and within the building, as well as sensitive siting and layout of parking and pedestrian areas.
- 5.20 The Merseyside Code of Practice on Access and Mobility (see [\[Link removed as no web page no longer in use - 03/02/2020\]](#) and background documents in section 10) should be taken into account by developers at the conceptual stage in the development process. Advice can also be obtained from the Council's Access Officer at the Town Hall, Brighton Street, Wallasey CH44 8ED.

### **Scale, Height and Massing**

- 5.21 Surrounding buildings may have a standard pattern. This does not always prevent the introduction of taller or lower buildings, but it will require a design approach that softens any change in height to ensure that the resulting building is at a scale proportionate to the surrounding area. All new proposals will be required to either protect or improve the existing roofscape.
- 5.22 The bulk of large buildings can be reduced through variations in the footprint, height and roof form of the building as well as the spacing in relation to neighbouring properties. For example, elevations and roofs with varied shapes can reduce the overall massing of a larger block of flats because the use of multiple components will not appear as big as a single large component. The design of large buildings as a single block is not likely to be acceptable.

5.23 The size and scale of any extension should be subsidiary and not dominate the existing building. All extensions must comply with separate Supplementary Planning Guidance for House Extensions (see <http://www.wirral.gov.uk/planning/SPGHouseExtn1.asp> and background documents in section 10).



Unacceptable transition between scale and height of buildings



Acceptable transition between scale and height of buildings

### Details and Materials

5.24 Materials and colours should be selected to recognise and contribute to the particular location, not just the building in isolation. The materials should reinforce the character of the surrounding buildings and the sense of place generally. High quality materials will be required at all levels of the scheme from facing materials and roof coverings to handrails. Materials should be used creatively, such as decorative brickwork and ornate metalwork to enrich the appearance of new buildings and the area generally.

5.25 When preparing proposals, applicants should carefully consider the following details to ensure development is finished to a high quality:

- windows, sills, lintels and door styles and how they will be fitted into the reveals of the building;
- the pointing method for all brickwork;
- the position and appearance of gutters and external pipe work;
- the style of eaves and fascia boards;
- colour finishes for all external paint work;
- the retention or use of chimney stacks; and,
- the design of all external railings, boundary walls including copings, fencing and gates.

### *Entrances*

- 5.26 The design of the main entrances must be expressed at a scale proportionate to the building as a whole. Large buildings should have grand entrances on the main frontage seen from public vantage points to give identity and balance to the overall scheme. In some cases, there may be an opportunity for ground floor flats to have their own private entrance. Attention to detail should be given at all levels from door handles to railings to window features.



Proportionate entrance and window detail and clearly defined pedestrian route.

### *Frontages*

- 5.27 Frontages that are active can add interest, life and vitality to the public realm. Buildings on corner plots should be designed with two frontages. This could include entrance features or wrap-around windows to add interest to the street scene. Balconies, bays, porches, colonnades or other projections can also be used to enliven edges.

### *Roofscape*

- 5.28 The roof elements of all buildings should be considered in detail and in context with views from the street below as well as more distant views. The skyline created by the roofs of buildings can be an important aspect in the character of an area and to ensure that rooftops are attractive, any mechanical plant or associated equipment should be contained within the envelope of the building.

### *External lighting*

- 5.29 A co-ordinated approach to the design of external lighting should be adopted to provide a well-designed and unified environment after dark. Well designed lighting should produce an attractive presentation of buildings and the spaces around them, reduced light pollution, a reduction in energy consumption, security and good personal safety.

### *Feature Development*

- 5.30 It may be possible to introduce feature development into certain areas, with different or modern materials to create a positive contemporary architectural statement. In other circumstances, the base material should predominantly match that of the fabric of the buildings elsewhere in the area, but the design solution could use different materials that do not dominate the building to result in smaller, more subtle elements of interest.

### **Energy Efficiency and Waste Disposal**

- 5.31 The Council is committed to promoting sustainable development, which includes reducing waste; minimising the use of energy and reducing the emission of greenhouse gases to tackle the potential effects of climatic change.
- 5.32 Applicants should consider energy efficiency and use of renewable or recycled materials at the conceptual stages of the development process. Costs over the life of the building can be lowered by using quality materials to avoid expensive maintenance or repair programmes in the future.
- 5.33 Opportunities should be taken wherever possible to include systems such as:
- photovoltaic and solar water heating systems;
  - ventilation systems designed to bring fresh air into the building without the need for electrical fans or pumps;
  - passive solar design by arranging the layout with habitable rooms facing south west whenever possible; and,
  - installation of water efficient appliances and 'grey water' recycling facilities.
- 5.34 All external fitting must be integrated into buildings in a way so that they are virtually indistinguishable from conventional materials.
- 5.35 Bins should be arranged to enable the separation of glass, plastics, paper, cardboard, metals, garden and general waste.

## **Servicing, Parking and Access**

- 5.36 A maximum of one car parking space per self-contained flat should be provided within the boundary of the site. Additional provision should be made for disabled people in line with the Merseyside Code of Practice on Access and Mobility, which can be viewed at [\[Link removed as no web page no longer in use - 03/02/2020\]](#)
- 5.37 Where front gardens are a unifying feature of the street scene, hard surfacing for parking and servicing area should cover no more than one third of the frontage unless it can be demonstrated that a landscaping scheme would satisfactorily mitigate any impact upon the character and appearance of the street scene.
- 5.38 The layout of parking, service and access areas should ensure that:
- the amenity of neighbours and occupants is not unduly affected by noise, exhaust fumes, and overlooking - this may be achieved by providing a landscaped buffer between parked cars and the boundaries with neighbouring property and by ensuring that parking bays are at least 3 metres from any ground floor window for habitable rooms;
  - there is safe and convenient access for pedestrians and cyclists - paths should have a reasonable width to allow two pushchairs to pass;
  - a clear distinction is made between public and private areas;
  - there is adequate space for passing and turning within the site; and
  - adequate visibility splays and sight lines are provided at the entrance to the site.
  - Visitor cycle stands should be by main entrance, well lit and overlooked.
- 5.39 To comply with UDP Policy TR12, one cycle stand must be provided for each self contained flat. Separate Supplementary Planning Guidance Note 42 - Providing for Cyclists, is available for further advice from the Development Control Section, Technical Services, Canning Street, Birkenhead, CH41 1ND.
- 5.40 Cycle stores for residents should be contained within secure locations in the building. In cases where this is not possible, secure, covered and appropriately designed cycle storage should be provided and sited with convenient access for residents.
- 5.41 Bin stores should be contained within the building separately to the cycle stores. In cases where this is not possible, secure and appropriately designed bin storage segregated from cycle storage should be provided



and sited with convenient access for residents and refuse collection services.

### **Designing Out Crime**

5.42 Early in the design stages, careful consideration should be given to the implications of crime and disorder to deliver a positive contribution to its mitigation. Separate Supplementary Planning Guidance - Planning Out Crime, is available from the Development Control Section, Technical Services, Canning Street, Birkenhead, CH41 1ND. With good planning and design, a sense of safety can be created by ensuring that:

- the principal entrance faces the street;
- there is good surveillance from windows over well-lit public areas;
- the site is arranged so there are no hiding places or spaces where non-residents can congregate;
- continuity of the frontage is maintained on corners; and
- the development does not present with a “fortress” image with high walls and fences along the interface with boundaries to publicly accessible areas.

5.43 The Council has a duty under section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder. This advice is not exhaustive and other solutions based on site related factors may be identified as being appropriate in discussions with the Local Planning Authority and crime prevention officers.

5.44 Site specific advice can be obtained from the Community Safety Team at the Old Courthouse Building, Manor Road, Wallasey, CH44 1BU, Telephone: 0151 606 5478.

## **6 PRE-APPLICATION DISCUSSIONS AND CONSULTATION**

6.1 The Local Planning Authority encourages pre-application discussions with developers on site specific proposals and recognises that well designed and good quality proposals for buildings can arise through creative dialogue with prospective applicants, architects and other key professionals.

6.2 Prior to any discussions we will require details of the scheme to be submitted in writing along with drawings and photographs that show the position, height and massing of the proposed building(s) in relation to the site boundaries and neighbouring properties. The drawings should also include details of the access, circulation and facilities for vehicles, pedestrians and cyclists within the site, along with the position of any existing features such as landscaped areas, trees, ponds etc.

- 6.3 Applicants should also present proposals on how accessibility for all people including those with disabilities would be achieved at the pre-application stage.
- 6.4 Applicants are strongly encouraged to involve the community when developing their plans, particularly for large or complex schemes. Advice on involving the community on proposals at the pre - application stage will become available when the forthcoming Statement of Community Involvement is adopted (see <http://www.wirral.gov.uk/ldf/ldfsci1.asp> ).

## **7 INFORMATION TO BE SUBMITTED WITH APPLICATIONS**

7.1 If you are submitting a planning application the following plans will be required with the Local Planning Authority's application forms:

- four sets of the site location plan on a separate sheet with an Ordnance Survey base to a scale of not less than 1:1250 or 1:2500 with the north point shown and a red line drawn around the site boundary, including any proposed access - a blue line should be drawn around any adjoining land within the ownership of the applicant;
- four sets of the block plan for the site at a scale of not less than 1:500;
- four sets of any existing and proposed elevations and plans (including roof plans when relevant) at a scale of not less than 1:100 showing;
- four sets of scaled existing and proposed roof plans, plus cross sections showing the headroom and floor levels for any flat to be contained within the roof space; and
- four sets of site survey plans to a scale of not less than 1:200; showing any existing and proposed features for the site, such as landscaping, trees, buildings and car parking, cycle facilities, bin storage, access routes etc.

7.2 Statutory Instruments SI 2006 No.1062 and SI 2006 No.1063 now requires planning applications for new buildings and applications for listed building consent to be accompanied by design and access statements. These must be linked to scaled drawings and photographs that will demonstrate the steps that have been taken to appraise the context of the development in relation to its surroundings and how the design of the development will respond to that context in terms of:

- the number of self contained flats proposed;
- the layout;
- the scale;

- the proposals for landscaping; and
- the overall appearance of the development.

7.3 The access statement must explain:

- the policy adopted as to access, and how policies relating to access in relevant local development documents have been taken into account;
- how any specific issues which might affect access to the development have been addressed;
- how prospective users will be able to access the development from the existing transport network;
- why the main points of access to the site and the layout of access routes within the site have been chosen; and
- how features which ensure access to the development will be maintained.

7.4 The statements should state what pre-application consultation has been undertaken and what account has been taken of the outcome of any such consultation.

7.5 For applications affecting Listed Buildings or Conservation Areas, a full appraisal will be required on the impact of the proposed development including an assessment from all strategic vantage points (further advice on design and access statements is provided in DCLG Circular 01/2006 which can be viewed at <http://www.communities.gov.uk/index.asp?id=1500620>).

7.6 A full tree survey identifying the name, position, canopy spread, height, and condition of all species within 12 metres of any part of the development will be required for sites where trees or woodland are present.

7.7 At sites where there is a reasonable likelihood of protected wildlife species being present and affected by the proposed development, a detailed ecological survey along with the proposed measures for ensuring long term protection of the species will be required.

7.8 Applicants considering the option of making an outline application for a new building are strongly advised enter into discussion with the Development Control Section to establish the suitability of the site. Where the relationship with surrounding properties needs to be fully assessed an outline proposal with all matters reserved is unlikely to be accepted as a valid application.

## **8 MONITORING**

- 8.1 The impact of the adopted Supplementary Planning Document will be monitored through the Council's statutory Annual Monitoring Report (this can be viewed at <http://www.wirral.gov.uk/ldf/ldfamr.asp>).
- 8.2 The Council proposes to monitor the number and location of proposals for self contained flat development and to monitor the number of proposals affecting specially designated areas such as Listed Buildings and Conservation Areas.

## **9 BACKGROUND DOCUMENTS**

PPS1 - Delivering Sustainable Development (ODPM, January 2005) can be viewed at [http://www.odpm.gov.uk/stellent/groups/odpm\\_planning/documents/page/odpm\\_plan\\_035506.hcsp](http://www.odpm.gov.uk/stellent/groups/odpm_planning/documents/page/odpm_plan_035506.hcsp)

PPG3 - Housing (ODPM, March 2000) can be viewed at [http://www.odpm.gov.uk/stellent/groups/odpm\\_planning/documents/divisionhomepage/036667.hcsp](http://www.odpm.gov.uk/stellent/groups/odpm_planning/documents/divisionhomepage/036667.hcsp)

DCLG Circular 01/2006 'Guidance on Changes to the Development Control System' can be viewed at <http://www.communities.gov.uk/index.asp?id=1500620>

By Design – Urban design in the planning system - towards a better practice (ODPM, June 2000) can be viewed at [http://www.odpm.gov.uk/stellent/groups/odpm\\_planning/documents/page/odpm\\_plan\\_605981.hcsp](http://www.odpm.gov.uk/stellent/groups/odpm_planning/documents/page/odpm_plan_605981.hcsp)

By Design – Better Places to Live (ODPM, September 2001) can be viewed at [http://www.odpm.gov.uk/stellent/groups/odpm\\_control/documents/contentservertemplate/odpm\\_index.hcst?n=2325&l=2](http://www.odpm.gov.uk/stellent/groups/odpm_control/documents/contentservertemplate/odpm_index.hcst?n=2325&l=2)

Safer Places – the Planning System and Crime Prevention (ODPM, February 2004) can be viewed at [http://www.odpm.gov.uk/stellent/groups/odpm\\_planning/documents/page/odpm\\_plan\\_028449.pdf](http://www.odpm.gov.uk/stellent/groups/odpm_planning/documents/page/odpm_plan_028449.pdf)

Planning and Access for Disabled People (ODPM, March 2003) can be viewed at [http://www.odpm.gov.uk/stellent/groups/odpm\\_planning/documents/page/odpm\\_plan\\_609460.hcsp](http://www.odpm.gov.uk/stellent/groups/odpm_planning/documents/page/odpm_plan_609460.hcsp)

Building in Context (CABE, January 2002) can be viewed at [www.cabe.org.uk/pdf/Building%20in%20Context-full.pdf](http://www.cabe.org.uk/pdf/Building%20in%20Context-full.pdf) )

Building for Life (CABE, January 2002) can be viewed at <http://www.buildingforlife.org/AssetLibrary/1189.pdf>

Regional Spatial Strategy for the North West (RPG13, March 2003) can be viewed at <http://www.gos.gov.uk/gonw/docs/273480/RPG13>

North West Best Practice Design Guide can be viewed at [http://rpg.nwra.gov.uk/documents/index.php?group\\_id=140](http://rpg.nwra.gov.uk/documents/index.php?group_id=140)

Merseyside Code of Practice on Access and Mobility can be viewed at [\[Link removed as no web page no longer in use - 03/02/2020\]](#)

Unitary Development Plan for Wirral (WBC, February 2000) can be viewed at [www.wirral.gov.uk/udp](http://www.wirral.gov.uk/udp) and at a local libraries

Supplementary Planning Guidance – Landscaping;  
Supplementary Planning Guidance – Trees and Development; and  
Supplementary Planning Guidance - Providing for Cyclists  
can be obtained from the Development Control Section, Technical Services, Canning Street, Birkenhead, CH41 1ND.

Supplementary Planning Guidance - Planning Out Crime (WBC, February 2000); and  
Supplementary Planning Guidance - House Extensions (WBC, December 2003)  
can be viewed at [www.wirral.gov.uk/planning/spgs2.asp](http://www.wirral.gov.uk/planning/spgs2.asp)

Local Development Scheme for Wirral (WBC, May 2005) and the Annual Monitoring Reports can be viewed at [www.wirral.gov.uk/ldf](http://www.wirral.gov.uk/ldf)

Draft Sustainability Appraisal for Wirral (WBC, July 2005) can be viewed at [www.wirral.gov.uk/ldf/ldfsaf.asp](http://www.wirral.gov.uk/ldf/ldfsaf.asp)

The SEA determination for the SPD can be viewed at [www.wirral.gov.uk/ldf/ldfspscf.asp](http://www.wirral.gov.uk/ldf/ldfspscf.asp)