How to Register as an Objective user to comment on the Local Plan

[Please note, the registration process should take approximately 5 minutes]

Step 1

In order to comment on Wirral's new Local Plan and any other documents which are subject to public consultation, you will need to register on the Council's new Planning Portal. You can access the portal at https://wirral-consult.objective.co.uk

Step 2

Documents on the Portal can be read by anyone. However in order to make comments, you will first need to register for an account.

To start this process, click the 'Sign in' Icon, in the top right corner of the screen:

You will now be greeted with the sign in screen and you can choose to either 'Login' or to 'Register'.

You can register as a first time user by entering your details as prompted. Alternatively, you can choose to register by using an existing social media profile on either Facebook or Twitter (see the last page of this guide for more information on how to do this).

This initial registration is part of a two step process. At this stage the system prompts you to provide basic details which will then allow you to comment on any documents which are subject to consultation.

In order to submit comments, you will then need to complete the full registration process, including providing details of your address.

Please Note that the Council will not be able to keep your name or your comments confidential, as they will be used to inform the Council's future decisions and may need to be published in a public report.

You will be prompted to do this at the appropriate stage (See separate guide 'How to submit a comment using the Portal').

Step 3

To register as a new user, click the link 'Register' at the bottom of the box. In future, when you have acquired your username and password, you will be able to login via this screen.

Note: Please see the final page of this guide if registering through Facebook or Twitter.
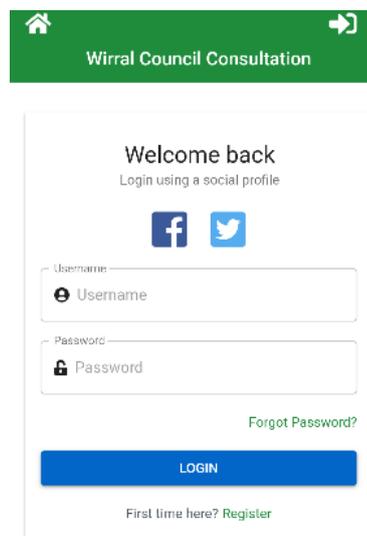
Step 4

When you click 'Register', you are then presented with the following screen.

You are requested to tick both boxes to state that you agree to the 'Terms and Conditions' for using the consultation portal and that you are aware of the Council's 'Privacy Policy'. The page also provides a link to the Council's full Privacy Notice.

The details required at this stage are:

- Username
- First Name
- Last Name
- Password (and confirmation)
- Email Address.

Please ensure to make a note of your Username and Password in order to login in future.

Alternatively, if you have an account on either platform, you can choose to register by using a Facebook or Twitter account by clicking either icon.
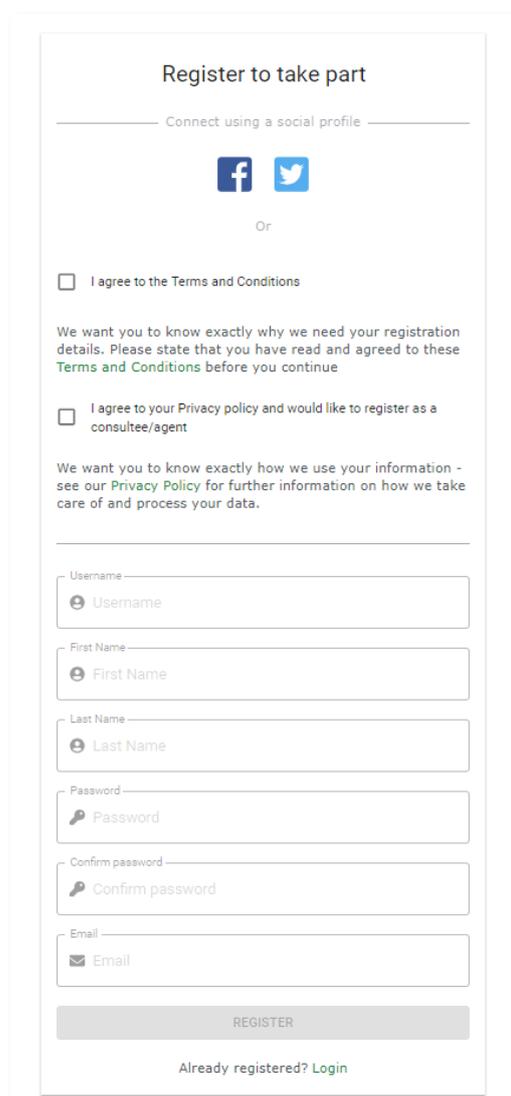
Step 5

The following screen now appears.

You will now have received an email from Objective which contains your Username and an activation link. This email will be sent to the email associated with your account.

Login to your email account, open the email from Objective and then click the activation link contained in that email to complete your initial registration.
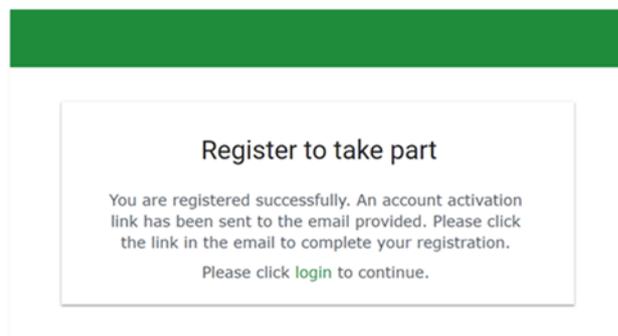

Step 6

Once you have clicked the activation link in your email, you will be taken to the following screen showing that your account has now been activated.

Click 'login', as instructed, to continue to the portal.

Fill in your Username and Password and click 'Login'. You are now ready to begin using the Portal to make comments on any planning documents which are out for public consultation.
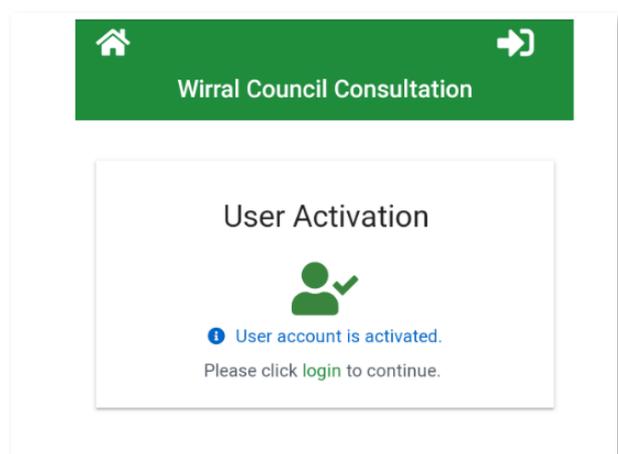
For more information on how to add comments on any active consultations on the consultation portal, please see the associated user guide on the Council's website.

If you encounter any problems in registering an account on the consultation portal, please contact the Forward Planning Team on 0151 666 3721 or by email at localplan@wirral.gov.uk
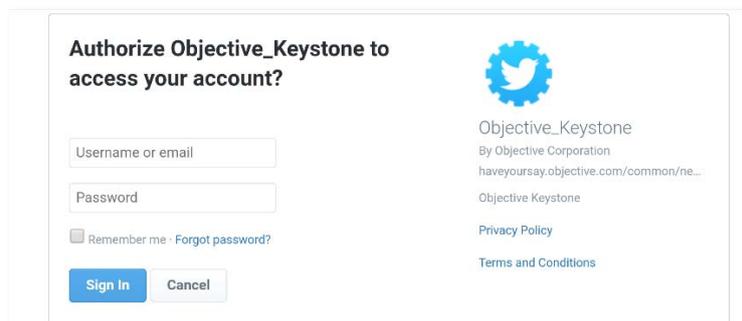
Facebook

If you chose to register via Facebook, click the Facebook icon. If you are also logged into your Facebook account, this should automatically sign you in to the Objective Portal. However, if not, you can click the Facebook icon and will be presented with the following screen. You can then login with your Facebook email and password.
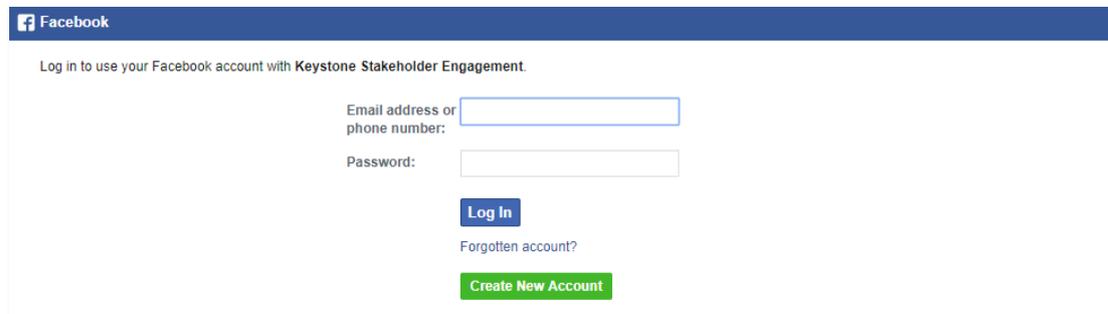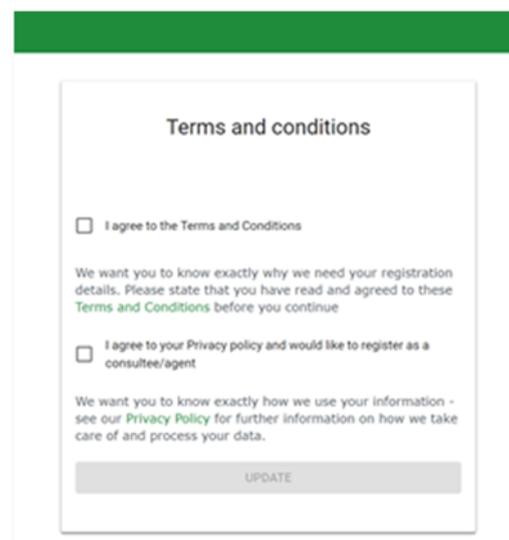

Twitter

If you chose to register via Twitter, click the Twitter icon. If you are also logged in to your Twitter account, this should sign you in. However, if not, you will be presented with the following screen and prompted to sign in with your Twitter Username or email and password.

If you have chosen to log in via Facebook or Twitter, you will now be presented with a further screen requiring you to agree to Objective's Terms and Conditions for using the consultation portal as well as the Council's Privacy Statement. Tick the boxes and then click 'Update' to finish logging in.