



**WARRINGTON**  
Borough Council

**Warrington Borough Council**

**Draft Warrington Design Guide Supplementary  
Planning Document**

**Consultation Statement and  
Representation Guidance  
Note**

**December 2023**

## **Introduction**

This is the Consultation Statement and Representation Guidance Note for the Draft Warrington Design Guide Supplementary Planning Document (SPD). This statement has been prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.

## **Town and Country Planning Regulations (2012)**

Regulation 12(a) requires a Statement to be prepared setting out who has been consulted while preparing the SPD; a summary of the main issues raised; and how these issues have been addressed in the SPD.

Regulation 12(b) requires a Consultation Statement to be published as part of the formal consultation on the SPD, where formal representations are then invited under Regulation 13. Regulation 12(b) also requires the Council to publish the SPD for a minimum 4 week consultation, specify the date when responses should be received, and identify the address to which responses should be sent.

Regulation 35 requires the Council to make consultation documents available during the consultation period on the Council's website and at the principal office and other places within the area that the Council considers appropriate.

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

The council's SCI was updated in December 2020. It outlines how the council will consult and involve people in the preparation of Local Plans and other planning documents, such as Supplementary Planning Documents. Consultation on the SPD is being carried out in line with the principles of the adopted SCI.

## **Data Protection**

In undertaking public consultation, the Council must act in accordance with the requirements of the general data protection regulations (GDPR). You can view how we use, manage and store your data by accessing and reading the Council's Privacy Notice, available from the link below:

<https://www.warrington.gov.uk/privacy-policy>

## **Consultation Undertaken in Preparing the SPD**

During the preparation stages of the SPD the Council undertook focused consultation with key stakeholders and partners to ensure the proposed scope and contents of the SPD were appropriate to inform the contents of the SPD for formal consultation.

Focused preparation consultation included:

- WBC Internal Officers across a range of services, including Development Management, Planning Policy, Conservation, Transportation, Housing, Public Health, Environment Services, Flood Risk and Drainage, Cultural Partnerships, Climate Change and Sustainability.

- Warrington Disability Partnership
- Warrington Climate Change Commission?
- Places Matter North West – Design Review Panel
- Cheshire Police
- Greater Manchester Ecology Unit

In response to the focussed consultation undertaken during preparation stages of the SPD, the Council revised the structure and scope of the SPD and made a number of refinements to the SPD going out to formal consultation. These revisions and refinements were to ensure the SPD is effective in addressing issues raised by respective services and stakeholders and to ensure the document is presented in a clear, concise and transparent manner.

It should be noted that the Council has also taken into account relevant representations made to the Draft Regulation 19 Local Plan consultation (2021), when developing the Draft SPD for consultation.

### **Viewing Documents and Making Representations**

The Draft Warrington Design Guide SPD and supporting documentation can be viewed on the Council's website:

<https://www.warrington.gov.uk/supplementary-planning-documents>

They are also available to view electronically and in hard paper format at the Council's Principal Office, 1 Time Square, Warrington, WA1 2NT, during normal office hours (Monday to Friday 9.00am to 5.00pm) and at each of the Council's Libraries.

Please check the opening times of Libraries by using the link below before travelling to a Library.

<https://livewirewarrington.co.uk/library/our-libraries/#1628598165876-197d1c1d-1d06>

The eight-week consultation period where representations will be accepted by the Council, will commence on 13<sup>th</sup> December 2023 and end on 07<sup>th</sup> February 2024 at 5.00pm.

The Council's preferred method of receiving representations is by email and email representations should be sent to:

[localplan@warrington.gov.uk](mailto:localplan@warrington.gov.uk)

However, the Council will also accept written representations, and these should be sent in writing to:

### **Planning Policy & Programmes Team**

Growth Directorate  
East Annexe  
Town Hall  
Sankey Street  
Warrington

WA1 1UA

Finally, an editable standard consultation response form is provided on the Council's web site and hard copies are available up on request from the Council by using the telephone, written and email details set out in this document, and these can be returned to the Council using the details listed above.

### **Making a Representation - Guidance Note**

The Draft Warrington Design Guide SPD expands on the policies of the adopted Local Plan 2021/22 – 2038/39 and provides additional guidance on the implementation of the adopted Local Plan policies.

In making your representation, please be as specific and succinct as you can, using paragraph numbers and Diagram, Table numbers etc and clearly state any suggested modifications you believe need to be made to the draft SPD.

Please ensure that when submitting a representation by any of the means listed above, that you provide full contact details. Where groups or individuals share a common view on the Draft SPD, it would be very helpful if they would make a single representation which represents that view, rather a large number of separate representations repeating the same points.

Demographic information is captured at the end of the standard response form if this is your chosen method of representation response. This is the collection of information about the characteristics of people such as their age, disability, gender, ethnicity, sexual orientation, religion or belief. Effective equality monitoring is a key element in helping the Council meet its legal obligations. However, it is not compulsory to complete this section of the standard response form.

Representations may be accompanied by a request to be notified at a specified address of the adoption of the SPD.

Should you require further information, then please contact the Planning Policy and Programmes Team by:

**Email:** [localplan@warrington.gov.uk](mailto:localplan@warrington.gov.uk)

**Telephone:** 01925 442826.