**MERSEYSIDE LOCAL LISTING REVIEW REQUEST FORM**

**When to use this form:**

* If you wish to appeal the decision to not include a Candidate on the Local Heritage List.
* If you are an owner, and your property has been included on the Local Heritage List

You must complete all sections marked \* and please complete other sections as fully as you can. Appeal forms must be submitted within 28 consecutive days following publication of the decision on the Local Listing platform. Nominators are advised of the decision via email and owners are advised by email if we have this information, or by letter to the asset owner’s known registered address. The 28 consecutive days commence from the date of the letter. Appeals can only be registered if full details are submitted, and where information is incomplete the appeal does not stand.

**Sharing of Information with interested parties**

Information submitted by you in this review request may be shared with other interested parties as part of the consultation process of a review and/or in response to a request for information. Such disclosure will be subject to the statutory provisions of the Freedom of Information Act 2000, the Environmental Information Regulations 2004 and those regarding the safeguarding of personal information such as Data Protection Act 2018 and General Data Protection Regulation 2018.

**Section A – Key dates\***

|  |
| --- |
| Date of the decision from Merseyside Local Heritage List |

|  |
| --- |
| Date of this review request |

**Section B – Applicant information \***

|  |  |
| --- | --- |
| Name (including name of organisation representing where applicable) | |
| Your contact address including postcode | |
| Preferred telephone number | Alternative telephone number |
| E-mail address | |

**Section C – Details of the building \***

|  |
| --- |
| Building name |
| Building address |
| In which Local Authority Area is the building |

**Section D – For which reason are you appealing the decision? (tick one) \***

|  |
| --- |
| 1. You believe there was a significant factual error (e.g. the wrong building was assessed) |
| 1. You believe there was an irregularity in the local listing process |
| 1. You believe there was significant evidence which was not previously considered about the special architectural or historic interest of the building in the local or national context. |

**Section E – Full, concise grounds for review \***

Please give detailed but concise arguments for your appeal referring to relevant supporting documentation where appropriate.

|  |
| --- |
|  |

Please continue on a separate sheet if necessary

**Section F – Supporting documentation**

Please list the titles of any supporting documentation submitted. You should not submit documents previously considered during the local listing assessment or documents known to already be in the possession of Merseyside Local Heritage List.

|  |
| --- |
|  |

Please continue on a separate sheet if necessary

**Section G – Substantiated threats to the building**

Is the building the subject of a planning application, or the subject of existing planning permission or consent?

Yes / No

Is the building the subject of pre-application discussions with the local authority?

Yes / No / Not known

Has the owner given formal notice to the local authority of their intent to demolish?

Yes / No / Not known

|  |
| --- |
| Please give brief details of any above threats: |

Please return this appeal form via email to: [Localheritagelist@sefton.gov.uk](mailto:Localheritagelist@sefton.gov.uk)

We will review the information you have provided and following discussion with the Project Team, we will advise you of the outcome of the appeal decision within 28 consecutive days of receipt of your appeal.

In case of any technical issues with the email address, please contact Alex Starritt on 0151 934 2519.