Foreword - Cllr Ruffell, Cabinet Member for Planning and Infrastructure

The draft Heritage Supplementary Planning Document (SPD) adds further detail to the policies in the adopted Local Plan, which aim to protect and maintain the borough’s historic environment, and where possible, enhance the pivotal role this plays in contributing positively towards the character of the borough.

 Recommendation to Economic, Planning and Housing Committee:

It is recommended that:

- The contents of the report are noted.
- Any views expressed by the Committee are reported to the Portfolio Holder for Planning and Infrastructure such that these can be taken into account in finalising the draft Heritage SPD for consultation.

Background, corporate objectives and priorities

The draft SPD supports the following priorities within the Council Plan 2016-2020:

- Maintain and enhance our built and natural environment; and
- Enhance leisure and cultural facilities
- Promote strong communities
Glossary of terms

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
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<tbody>
<tr>
<td>ALP</td>
<td>Adopted Local Plan</td>
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<td>LPA</td>
<td>Local Planning Authority</td>
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<td>SPD</td>
<td>Supplementary Planning Document</td>
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<td>SPG</td>
<td>Supplementary Planning Guidance</td>
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Main considerations

1 Executive Summary

1.1 The council’s adopted Local Plan (ALP) identifies the need to proactively manage the borough’s highly valued historic and built environment in order to protect and enhance its quality and distinctiveness while accommodating change. The draft SPD seeks to assist in the delivery of this objective by providing further detail to support the implementation of relevant policies including the Historic Environment (EM11), Landscape (EM1) and Delivering High Quality Development (EM10), in addition to a number of site specific allocation policies (SS3.1 – SS3.12).

1.2 The draft SPD explains the key design and conservation issues that relate to the historic environment, and will be applicable to planning applications which concern, or are relevant to, heritage assets. The document provides a comprehensive overview of relevant considerations, along with a number of detailed appendices covering specific aspects of the historic environment and how it is administered through the planning system.

2 The Proposal

2.1 The draft SPD, which forms appendix 1 of this report, has been produced in order to aid applicants, agents and decision-makers in submitting and assessing planning applications affecting heritage assets. This will help to ensure that development accords with relevant national and local policies and practice and therefore meets the aims and objectives of the adopted Local Plan (2011-2029). It also contains information in relation to how the council conducts heritage related activities such as the identification of locally listed buildings and how the council seeks to reduce the number of heritage assets considered ‘at risk’.

2.2 Upon adoption, the SPD will replace current heritage related guidance published by the council, including the Listed Buildings Supplementary Planning Guidance† (2003), Buildings of Local Interest SPG (2003) and the former appendix to the Design and Sustainability SPD which covered Conservation Areas (Appendix 4, 2008). The proposed SPD also contains

† Supplementary Planning Guidance is the precursor to Supplementary Planning Documents.
detailed guidance on historic farmsteads and will therefore also replace the Farm Diversification and Traditional Farmsteads SPD. The document provides more up-to-date and all-encompassing guidance concerning the historic environment than is currently available and the existing guidance will be formally withdrawn following its adoption.

2.3 The emphasis of the guidance is on providing detailed information which is responsive to the particular circumstances of the borough. This includes current and anticipated challenges and opportunities presented by the need for new housing and other types of development, the rural character of much of the borough, and the quality and sensitivity of the area’s natural and built environment. The draft SPD is therefore structured around the following topics:

- Listed Buildings
- Conservation Areas
- Other designated heritage assets
- Non-designated heritage assets
- Setting of heritage assets
- Heritage at risk
- Archaeology and building recording
- Biodiversity considerations
- Energy efficiency
- The planning application process and applications for listed building consent.

It also includes detailed appendices relating to:

- Historic farmsteads, farm buildings and farmhouses
- Windows and doors
- Article 4 Directions
- Criteria for inclusion on the local list
- Shopfronts, signage and advertisements.

2.4 The development of the draft SPD has involved engagement with relevant internal and external stakeholders, including Hampshire County Council, Historic England and the council’s Heritage Champion.

2.5 The views of Economic, Planning and Housing Committee will be taken into account when finalising the draft SPD prior to consultation. The council will undertake six weeks formal consultation, in line with the requirements of the Town and Country Planning (Local Planning) (England) Regulations 2012 and the council’s Statement of Community Involvement (SCI), with the intention of adopting the document as SPD in early 2019.

3 Key issues for consideration

3.1 As set out above, the draft SPD is structured around a number of thematic chapters. Within the chapters, ‘principles’ are highlighted in coloured boxes in a similar manner to the other recently adopted SPDs. These are not new policies (SPDs cannot set out new policy, only guidance regarding existing policies), but rather identify the key issues that applicants and their agents should take into
account when developing schemes, and how they should be presented and considered as part of any planning application (or application for listed building consent).

3.2 It is recognised that different types and levels of information will be required depending upon the form and scale of development, and the draft SPD does not add additional burdens upon householders or small developers. Indeed, the guidance provided is intended to assist applicants in submitting applications which accord with the requirements of the ALP.

3.3 As has been referred to above, the draft SPD and its appendices are comprehensive, encompassing a broad range of heritage related issues, including some detailed analysis of certain issues and types of development. Key issues include:

*Listed Buildings*

3.4 This section provides guidance in terms of how proposed works will need to ensure the protection of the significance of listed buildings, both in relation to the design of any related development and the preservation of the historic fabric. Specific consideration is also given to materials, finishes and construction details and the need to ensure that these respect the listed building and/or the local vernacular.

*Conservation Areas*

3.5 This part of the document focuses on explaining how proposals can ensure the preservation or enhancement of Conservation Areas (CAs). It emphasises the need to preserve or enhance aspects of CAs which make a positive contribution to their character and/or appearance, preserve their significance, and take opportunities available to aid the appreciation of their significance and address any negative aspects. The need to ensure the use of high quality, appropriate materials, finishes and construction details is also emphasised.

*Non-designated heritage assets*

3.6 This sets out the need to protect locally listed buildings, ensuring their retention wherever possible. Related developments must be well designed and respond positively to their historic and architectural interest. This section also seeks to ensure that new development is sympathetic to any historic landscapes e.g. registered parks and gardens.

*Setting of heritage assets*

3.7 The guidance emphasises the need to ensure that the design and scale of development is sympathetic and prevents any unacceptable adverse impact on the significance of the setting of heritage asset or on the ability to appreciate the significance of the asset. The development principles and guidance include specific considerations in relation to listed buildings and CAs.
Archaeology

3.8 The document contains guidance concerning how archaeological features should be considered and protected through the planning process. This includes reference to the importance of archaeological features for the local distinctiveness of the borough, an overview concerning scheduled monuments, and an explanation in terms of how archaeology should be considered through the planning process.

4 Options analysis

4.1 Members’ views are sought on the content of the proposed SPD. The council could choose not to proceed with a Heritage SPD (or to only pursue certain chapters) but this approach would miss the opportunity to provide greater detail concerning the implementation of Local Plan policies.

Corporate implications

5 Legal Implications

5.1 Upon adoption, the SPD would be a material consideration in the determination of relevant planning applications.

5.2 The council has screened whether a Strategic Environment Assessment (SEA) or a Habitats Regulations Assessment (HRA) are required to accompany the SPD. The council has consulted with Historic England, Natural England and the Environment Agency, and determined that neither an SEA nor an HRA is required. This is because the draft SPD is not likely to result in any significant environmental effects, and adds detail to the policies in the Local Plan which have themselves already been subject to detailed SA (including SEA) and HRA as part of the Local Plan process.

6 Financial implications

6.1 There are no direct financial implications flowing from the recommendations in this report.

7 Risk management

7.1 A risk assessment has been completed in accordance with the council’s risk management process and has identified no significant (Red or Amber) residual risks that cannot be fully minimised by existing or planned controls or additional procedures.

8 Equalities implications

8.1 An equality impact assessment was undertaken to consider the impact of the draft Heritage SPD on the protected characteristics and the implications for the Public Sector Equality Duty (Equality Act 2010). This concluded that the proposed SPD would be positive for all groups and no negative impact was identified.
9 Consultation and communication

9.1 Following Committee, the draft SPD will be subject to a minimum six week public consultation. This will be in line with both the regulatory requirements and also those of the council’s Statement of Community Involvement (2018). It will be supported by a communications plan to ensure that relevant information is available to residents and that they have an opportunity to provide feedback.

9.3 Consultation will include direct communication to all those on the Local Plan database, media relations, social media and website promotion.

10 HR implications

10.1 There are no HR implications arising from this report at this stage.

Conclusion

11 Summary and reason for the decision

11.1 The draft Heritage SPD provides detailed guidance that applicants and their agents need to consider in order to ensure that they meet the council’s requirements relating to heritage issues in respect of relevant planning applications and in respect of listed building consent. It also contains additional information concerning how the council fulfils its responsibilities in relation to heritage related issues.

11.2 It is recommend that the content of this report is noted and that any views expressed by the Committee are reported to the Portfolio Holder for Planning and Infrastructure in order that they can be taken into account in finalising the draft SPD for consultation. The draft SPD will be subject to statutory consultation with the intention of adopting a final version as a Supplementary Planning Document in early 2019.

12 The options considered and rejected

12.1 Members’ views are sought on the content of the draft Heritage SPD.

Date: October 2018
Decision taken by: Economic, Planning and Housing Committee
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| **Version** | Final version for EPH |
| **Dated** | October 2018 |
| **Status** | Open |
| **Confidentiality** | It is considered that information contained within this report (and appendices) do not contain exempt information under the meaning of Schedule 12A of the Local Government Act 1972, as amended, and therefore can be made public. |