

Heritage Statements

What are they and when do I submit one?



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Summary

Heritage Statements are required by the Planning Authority as part of the information submitted with applications for Listed Building Consent. The requirement for Heritage Statements is detailed in Section 12 of the National Planning Policy Framework (March 2012) which states that '*Local planning authorities should require an applicant to describe the significance of any heritage assets affected including any contribution made by their setting*'.

This document is a guide to producing a Heritage Statement.

Heritage Statements: when do I need to provide one?

The scope and degree of detail necessary in a Heritage Statement will vary according to the particular circumstances of each proposal. Applicants are advised to discuss proposals with a planning officer before any application is made.

Heritage Statements will be normally required for validation of planning applications for the following:

- All works affecting a Listed Building or structure;
- All works affecting unlisted buildings or structures identified as heritage assets;
- All development within a Conservation Area;
- Works affecting a Scheduled Monument (these may also require Scheduled Monument consent from Historic England (formerly English Heritage));
- Works affecting a Registered Park or Garden of Special Historic Interest;
- All development affecting an archaeological site.

Heritage Statements: what are they?

A Heritage Statement outlines the **significance** of a heritage asset and the likely **impact** of proposed development upon that significance. Heritage assets are buildings, monuments, sites, places, areas or landscapes that are positively identified as having a degree of significance meriting consideration in planning applications. They are the valued components of the historic environment and include:

- Designated assets (i.e. Scheduled Monuments, Listed Buildings, Registered Parks and Gardens of special historic interest, Conservation Areas);
- Non-designated assets (eg. archaeological sites and historic buildings recorded in the Lancashire Historic Environment Record; other historic assets identified by the Planning Authority through the planning process).

A Heritage Statement will generally have three parts:

1 **Assessment of heritage significance**

An assessment of the significance of the heritage asset or assets which may be affected by proposed development, including their setting. (Significance is defined as the value of a heritage asset to this and future

generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic).

2 **Assessment of Impact**

An assessment of the likely impact of the proposed development on the heritage assets, or assets and their setting.

3 **Mitigation Strategy**

A statement outlining a mitigation strategy to address any impacts of the proposed development on the significance of the historic asset. This might include modification of methods, materials or design and/or archaeological or architectural investigation and recording.

Some sources of helpful information are included at the end of this document which will assist with this process. In particular, applicants are advised to read the National Planning Policy Framework and the supporting Historic Environment Good Practice Advice Guides produced by Historic England. The latter provides useful clarification and guidance on how to assess significance and the impact of proposed development.

In some cases, the scale of the proposed development or the nature and importance of known heritage assets may require the Heritage Statement to be compiled by a suitably qualified professional consultant or contractor. This will ensure that an appropriate statement is submitted. In such cases additional work may be required such as archaeological evaluation or analytical building survey. In these circumstances the Planning Authority may supply a brief outlining its requirements for the Heritage Statement.

If you are still unsure about what is required for your Heritage Statement you are advised to discuss your proposals with one of the Authority's planning staff (see contact details below).

Heritage Statements: what should they include?

The scope and degree of detail necessary in a Heritage Statement will vary in each case but our approach is **proportionate to circumstances**. The following is a guide to the sort of information that may be required for different types of application affecting heritage assets and their settings. All Heritage Statements will need to include the three sections of Assessment of Heritage Significance, Assessment of Impact and Mitigation Strategy and these should be clearly differentiated.

1. ASSESSMENT OF HERITAGE SIGNIFICANCE

All Heritage Assets and settings

The following will be required:

- A statement of significance which demonstrates an understanding of the historical, archaeological, architectural and artistic interest of the site and its setting and in particular the significance of those parts affected by the proposed works;
- Supporting information including:

- A location plan of suitable scale showing the site, its size, extent and context;
- All necessary large scale existing plans, elevations, site levels, sections, context drawings and perspectives of the heritage asset, its setting and wider context;
- Appropriately scaled plans showing detail where relevant;
- Photographs, dated, numbered and cross-referenced to a plan;
- Any available information from the Lancashire Historic Environment Record;
- Information from early maps.

(See list of sources of information below).

In addition the following may also be required (where relevant):

Archaeological Heritage Assets

- A full archaeological field evaluation. This will need to be carried out to a brief supplied by the Planning Authority.

Listed Buildings and non-designated historic buildings and structures

- Where major alteration or demolition is proposed, a full analytical, architectural survey may be required. This will need to be carried out to a brief supplied by the Planning Authority.

Conservation Areas

The following will be required:

- Reference to the relevant adopted conservation area appraisal and management plan;
- An assessment of the contribution of the heritage asset or assets to the significance of the conservation area and it's setting;
- Where demolition or substantial alteration is proposed, a full analytical, architectural survey to a brief supplied by the Planning Authority.

2. ASSESSMENT OF IMPACT

All Heritage Assets and settings

The following will be required:

- A schedule of proposed works to the heritage asset and /or its setting;
- All necessary large scale plans, elevations, sections, context drawings and perspectives which show the impact of the proposed works on the heritage asset, it setting and wider context;
- A statement of impact assessing:
 - the likely impact of the proposed works on the significance of the heritage asset and/or its setting;
 - An assessment of the scale and nature of any harm that would be caused to the significance of the heritage asset;
 - Details of any potential heritage benefits, including proposals which enhance or better reveal the significance.
- A statement of justification explaining why the works would be desirable or necessary, including any benefits which justify any resulting harm.

In addition the following will be required where relevant:

Listed Buildings and non-designated historic buildings and structures

For works involving demolition, significant rebuilding or repair, a structural survey and method statement will be required. These should be prepared by a structural engineer and/or an Architect (both experienced in working with historic buildings), which identifies, where appropriate:

- the structural stability and condition of the asset, including any defects;
- a schedule/method statement of proposed repairs;
- a statement of how the stability of the structure and adjoining structures and their weather protection is to be safeguarded during the works;
- details of how any internal or external decorative features, finishes or joinery will be protected during the works;
- a statement identifying how the structure is to be safely demolished.

Conservation Areas

For the demolition or significant alteration of historic buildings within the Conservation Area the following will be required:

- The principles and justification for the proposed works;
- The impact of the proposal on the significance of the Conservation Area and its setting;
- A structural survey and method statement prepared by an engineer experienced in working with historic buildings. This should identify the structural stability and condition of the asset together with a statement identifying how the stability of the structure and adjoining structures is to be safeguarded during development or how the structure is to be safely demolished.

3. MITIGATION STRATEGY

All Heritage Assets and settings

A mitigation strategy (i.e. the steps that have been taken to avoid, minimize or mitigate any harm to the significance of the heritage asset) should consider the following:

- *Minimal intervention and reversible works:*
 - Are all the works absolutely required for the proposed use or function?
 - Can new work be designed so that it can easily be installed and removed at some later date without causing damage to significant building fabric or archaeological deposits?
- *Alternative methods of development: examining whether other options exist to meet the applicant's objectives.*
 - Could a less sensitive part of the building be used to accommodate a proposed use or function?
 - Could a new building or extension be repositioned so it is less detrimental to the setting of an archaeological feature or historic building?
- *Sensitive Design:*
 - examples include the installation of new services in a discreet manner so as not to compromise the qualities of a room, or skilfully designing an

extension that takes account of the physical massing and scale in both the old and the new work;

- *Choice of Materials:*
 - the careful selection of construction materials for new and repair works can avoid both visual and longer-term structural harm to a building;
- *Recording:*
 - a programme for investigation and recording of architectural or archaeological features that would be obscured, damaged or destroyed.

Identifying such approaches in your impact statement would help us to understand your design approach and how it has been informed by an understanding of the asset's significance.

Sources of information you will need to consult

- **The Lancashire Historic Environment Record (HER)**
<http://www.heritagegateway.org.uk/gateway/>

The Lancashire Historic Environment Record is maintained by Lancashire County Council. A link to information on the HER is available via the Heritage Gateway website. The HER contains information on non-designated features, Listed Buildings, Registered Park and Gardens of Historic Interest and Scheduled Monuments. Alternatively the Lancashire Historic Environment Record can be viewed at the Lancashire County Council offices by arrangement (see contact details below).

The Archaeology Data Service website also offers further information including current and historic map data; this can be viewed at <http://archaeologydataservice.ac.uk/archsearch/record.jsf?titleId=1936372>.

NB. Description of Listed Buildings, Scheduled Ancient Monuments, Historic Parks & Gardens, protected wreck and battlefield sites and Building Preservation Notices are available to view at the following website <http://historicengland.org.uk/listing/the-list/>. These may refer to some but not all of the assets important historic features and can act as a useful starting point for further research.

For more information, contact the Historic England Regional Office in Manchester on 0161 242 1416. or via e mail to northwest@HistoricEngland.org.uk

- **Conservation Area Appraisals and Management Plans**

South Ribble Borough Council has prepared detailed appraisals for each of its eight Conservation Areas. The Appraisals identify which buildings within a conservation area make a positive contribution to the special interest of each area. They also identify significant aspects of townscape, such as trees, landmarks, important views and the character of public and private open spaces. They can be downloaded from the South Ribble Council website: <http://www.southribble.gov.uk/content/planning-monitoring-and-evidence-1>

- **The MAGIC website**

MAGIC is an interactive map service which brings together environmental information from across government. It includes information on Scheduled Monuments and many other types of designation: <http://magic.defra.gov.uk/>

- **Historic maps such as Tithe and early Ordnance Survey maps**
Available for scrutiny at County Record office in Preston, these can be useful in identifying changes to the size and form of buildings as well as their settings.
- Early maps, including Ordnance Survey 1st and 2nd Edition can be consulted at the County Records Office. Small extracts can also be viewed at www.old-maps.co.uk
- **Local History and Conservation Societies**

Other sources of helpful information

- **The Historic Environment Local Management** website is now managed by Historic England but offers a good source of information on understanding, planning and caring for the historic environment.
<https://www.historicengland.org.uk/advice/planning/local-heritage/helm-redirect>
- **PPS5 Planning for the Historic Environment: Historic Environment Planning Practice Guide** (English Heritage, 2010) has now been replaced by Historic England's Good Practice Advice Guides 1-3 (25th March 2015)
<https://www.historicengland.org.uk/advice/planning/planning-system/>
- **Energy Efficiency and Retrofitting** - Information on energy efficiency and guidance on its impact on traditional buildings is available at:
<https://www.historicengland.org.uk/advice/your-home/saving-energy/>
- **National Amenity Societies** such as the Society for the Protection of Ancient Buildings (SPAB), The Georgian Group, The Victorian Society and The Twentieth Century Society publish extensive material on their websites and in books and journals.
- **'Informed Conservation: Understanding Historic Buildings and Their Landscapes for Conservation'** by K Clark. (English Heritage. 2001). Detailed Guidance on understanding and recording the historic environment.
- Images of England website for details and images of listed buildings
<http://www.imagesofengland.org.uk/>
- British Listed Buildings website for details of listed buildings
<http://www.britishlistedbuildings.co.uk/>

Please be aware that this list is by no means exhaustive, and that other sources of useful information may exist. This list of information sources will be added to as the Authority becomes aware of other relevant texts.

Contact us

South Ribble Borough Council
Development Management
West Paddock
Leyland
Lancashire
PR25 1DH

Telephone: 01772 625400
Email: Planning@southribble.gov.uk
Website: www.southribble.gov.uk

Advice on historic buildings can also be obtained from:

Lancashire County Council Historic Environment Record
<http://www.lancashire.gov.uk/libraries-and-archives/archives-and-record-office/historic-environment-record.aspx>

Contacts:

Lancashire County Archaeological Service
Environment Directorate
PO Box 100,
County Hall,
Preston,
PR1 0TD

Preston (01772) 533404
Email: archaeology@lancashire.gov.uk