

Conservation Strategy for the Historic Environment: Action Plan 2011-2014

Abbreviations

Timescales

- S – short: within 1 year
- M – medium: within 2-4 years
- L – long: 5 years and over
- OG – ongoing

Council Services/Groups

- HC – Heritage Champion
- CT – Conservation Team
- ET – Enforcement Team
- DM – Development Management
- DS – Development Strategy
- FM/AM – Facilities Management/Asset Management
- BDM – Building Design and Maintenance
- HAG – Heritage Asset Group
- CFP – Customer Focus Panel
- EHET – Environmental Health Enforcement Team
- CS – Cultural Services
- LS – Legal Services
- TPC – Town and Parish Councils

National, Regional and Local Organisations

- EH – English Heritage
- SPAB – Society for Protection of Ancient Buildings
- HLF – Heritage Lottery Fund
- BW – British Waterways
- WYAAS – West Yorkshire Archaeology Advisory Service
- WYCOG – West Yorkshire Conservation Officers Group
- VAC – Voluntary Action Calderdale

Other Abbreviations

- THI – Townscape Heritage Initiative
- HELM – Historic Environment Local Management
- LDF – Local Development Framework
- HPA – Heritage Partnership Agreement
- S106 – Section 106 Agreements (Town and Country Planning Act 1990)
- CIL – Community Infrastructure Levy

Theme	Action Area	Key Tasks	Timescale	Key Partners	Indicative Resources	Key Milestones
Heritage At Risk						
To secure a more sustainable future for Heritage at Risk within Calderdale	Prioritise action to address key 'at risk' heritage assets, particularly those owned or managed by the Council.	Undertake survey of Council owned/ managed listed buildings, identify buildings at risk and develop action plan(s) to secure repair/reuse	S/M	CT / FM/AM / BDM / CS / EH / others	Existing resources	List of Council heritage at risk agreed with Facilities Management/Asset Management. Action plan(s) produced. Buildings identified for Action Plans to be established within 1 year: Piece Hall (grade I); Todmorden Town Hall (grade I); Borough Market (grade II*)
		Establish / contribute to communication and management protocols for Council owned assets.	M/L	CT / FM/AM / BDM / HAG / HC / CS	Existing Resources	Protocols agreed.

Theme	Action Area	Key Tasks	Timescale	Key Partners	Indicative Resources	Key Milestones
Heritage At Risk						

		Encourage production of Conservation Statements or Management Plans for Council owned heritage assets	S/OG	FM/AM / BDM / CT	Existing resources and specialist reports	Outline Conservation Statements for all Council owned assets within 18 months. Review of Statements every 5 years or on change of circumstance.
	Make use of enforcement powers to protect heritage assets and negotiate ameliorative action	Establish protocol with Enforcement Team and other relevant services to identify priorities and methodology for action to tackle key problem buildings and sites	S	CT / ET / DM / EHET / LS	Existing resources	Enforcement protocol and methodology established in 6 months

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Heritage At Risk						

		Pursue enforcement action on identified priorities with particular regard to heritage at risk.	OG	CT / ET / LS / EHET	Existing resources	Action taken on priorities which include Conservation Areas At Risk: Todmorden, Elland and Akroydon, other key buildings and identified detrimental alterations and building elements.
	Establish and maintain a priority list of all designated heritage at risk and develop a methodology for action	<p>Establish priority list of assets based on English Heritage's At Risk Register and current local knowledge.</p> <p>Organise/undertake a survey of Listed Buildings to identify those 'at risk', and develop action plan(s) where appropriate</p>	<p>S</p> <p>M/L</p>	<p>CT</p> <p>CT / EH / Volunteers / VAC / TPC / Owners</p>	<p>Existing resources</p> <p>To be determined</p> <p>Rechargeable</p>	<p>Methodology for survey and action, and priority list established within 3 months.</p> <p>Priority Heritage at Risk identified</p> <p>Conservation actions/options identified and recommendations made.</p>

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Heritage At Risk						

		Work creatively with external and internal partners to maximise funding opportunities for priority assets	OG	CT/ HLF / EH / DM / LS / others	HLF / national funding / CIL / S106 / implementation dependent on resource availability	Buildings identified for action plans to be established within 18 months: Kirklees Priory Estate; Scout Hall. THI funding extended to completion. Potential projects and sources identified.
	Work in partnership with volunteers to help identify potential heritage at risk and assist in assessing the significance and value of those heritage assets.	Develop new and existing partnerships and working contacts with key groups and individuals Provide support, training and guidance to empower volunteers in identifying heritage at risk	OG M/L	CT / HC / Civic Trusts / Conservation Groups / VAC / TPC /other volunteers CT / VAC / TPC / volunteers	Existing resources Resources to be determined	Interest of volunteer groups/individuals established with help from Heritage Champion. Dates fixed for training of established volunteers.

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Excellence in Design						
To seek and promote excellence in design affecting the built and historic environment.	Delivery of specialist advice through taking a key role in all aspects of Development Management relating to the historic environment	Establish with Development Management a formal consultation process for commenting on applications, appeals, enforcement etc	S	CT / DM	Existing resources	Working protocol established and put into effect within 6 months.
		Continue to provide professional advice and assistance to general public / agents / developers etc.	OG	CT / DM / DS / others	Existing resources	Annual review of development outcomes for Officers and Councillors
		Continue to promote best practice throughout the planning process	OG	CT / DM	Existing resources	
		Work creatively with external and internal partners to maximise funding opportunities where possible and appropriate (e.g. S106) for improved design.	OG	CT / DM / EH / LS / others	HLF / national funding / CIL / S106 / implementation dependent on resource availability	Potential projects and sources identified.

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Excellence in Design						

	Promote design excellence by creating access to design guidance available through various channels, including the Council's website	Make available advice on key aspects of heritage and design providing information and best practice guidance to a wide audience through a variety of means, including development of web pages.	M / OG	CT / DM / DS / WYCOG	Timely implementation dependent on resource availability	Topics and issues requiring detailed guidance identified within 18 months
		Ensure all guidance and advice is relevant, up to date, accurate, consistent and in line with best practice	OG	CT / EH / WYCOG	Existing resources	Web pages enhanced and updated with links to key sites, such as EH, SPAB etc.
	Assist in the production of development briefs where they are likely to impact on heritage assets.	Promote the inputting of urban design and conservation principles into design briefs / masterplans	OG	CT / DS / FM/AM / Project Managers / developers and agents	Existing resources	Appropriate conservation statements produced. Potential projects include Kirklees Priory Estate and Piece Hall.
		Encourage production of Heritage Statements, Conservation Statements or Management Plans as appropriate	OG		Existing resources and specialist reports	Agreement with parties involved on sufficient detail/information required.

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Excellence in Design						

	Facilitate training to Officers and Councillors to encourage informed recommendations and decision making when assessing design	Establish a programme of training sessions for Development Management / Enforcement / Councillors	OG	CT / HC / DM / Planning Committee / other Councillors / TPC	Existing resources	Heritage Champion to promote Councillor training both internal and external (e.g. HELM).
		Set up internal training sessions tied into planning team meetings	OG	CT / DM	Existing resources	Delivery of agreed programmes.
	Develop a closer working relationship with other technical experts within the Council and externally to benefit from the available range of skills	Promote and ensure value and importance of heritage assets is understood and taken into account by Council services responsible for their management and maintenance through Heritage Asset Group / other appropriate forums.	OG	CT / HAG / HC	Existing resources	Annual Monitoring of ongoing forums and actions
Work with Highways to establish protocols and deliver appropriate design for highway improvements / public realm enhancements		OG	CT / Highways	Existing resources	Options for highway protocols investigated.	

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Excellence in Design						

	Consider mechanisms for the delivery of improved design advice across the district	<p>Encourage major schemes to be submitted to regional design panels</p> <p>Investigate the opportunity to implement a local design review process with design agencies and architectural practices with the aim of improving quality of design</p>	<p>OG</p> <p>L</p>	<p>CT / DM / applicants</p> <p>CT / CFP / CS / agents and architects</p>	<p>Existing resources</p> <p>Implementation dependent on resource availability</p>	<p>Attended design panels</p> <p>Appropriate schemes put forward to design panels</p> <p>Models investigated and options evaluated. Trial event(s) organised to promote interest and general adoption of design panels.</p>
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Understanding Historic Environment						
To develop and promote an understanding, recognition and consideration of the significance of the historic environment and the value it adds to Calderdale's sense of identity and well-being.	Promote the incorporation of the Historic Environment and its importance in wider development strategies of the Council.	<p>Liaise with Spatial Planning to embed conservation issues into the LDF and Core Strategy to continue to establish a firm policy base for conservation.</p>	OG	DS / CT	Existing resources	Conservation principles embedded in LDF and Core Strategy.
		<p>Work creatively with other Council services to incorporate conservation issues in emerging corporate strategies, where appropriate.</p>	OG	CT / HAG / CS / DS / ET / others	Existing Resources	Conservation principles embedded in relevant strategies.
	Develop a rolling programme of Conservation Area Management Plans informed by Appraisals, prioritising those	Establish priority list of conservation areas based on degree of risk and/or development pressure	S	CT / HC	Existing resources	Priority list and methodology established within 6 months.

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Understanding Historic Environment						

	conservation areas likely to be under the greatest threat from development pressure or change,	Produce up to date appraisals and management plans for all existing conservation areas based on priority list	M/L	CT / VAC / TPC / Volunteers	Existing resources and volunteers / Timely implementation dependent on resource availability	Appraisals and management plans adopted. Identified Conservation Areas at risk requiring appraisal within 1 year: Akroydon.
		Encourage local interest groups to contribute to the appraisals of local conservation areas, where appropriate	OG	CT / HC / VAC/TPC / Volunteers	Existing resources and volunteers	Interest of volunteers established with help from Heritage Champion.
		Work creatively with external and internal partners to maximise funding opportunities for the enhancement of Conservation Areas	OG	CT/ HLF / EH / DM / LS / VAC / others	HLF / national funding / CIL / S106 / implementation dependent on resource availability	Dates fixed for training volunteers. Potential projects and sources identified.

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Understanding Historic Environment						

	Develop and strengthen involvement and activity with local interest groups where this has implications for the historic environment	Develop new and existing partnerships and establish working contacts with key groups and individuals to promote and raise awareness.	OG	CT / HC / Civic Trusts / Conservation Groups / TPC/VAC / other Volunteers	Existing resources	Interest of societies and volunteer groups/individuals established with help from Heritage Champion
		Provide support, training and guidance to help local groups in their understanding of the historic environment	OG		Existing resources	Dates fixed for training of volunteers on topics such as raising awareness of appropriate development.
		Encourage local interest groups to contribute to the appraisals of local conservation areas, where appropriate	OG		Existing resources and volunteers	
		Work creatively with external and internal partners to maximise funding opportunities for local initiatives linked to the Historic Environment.	OG	CT/ HLF / EH / DM / LS / VAC / others	HLF / national funding / CIL / S106 / implementation dependent on resource availability	Potential projects and sources identified.

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Understanding Historic Environment						

	Facilitate training to Officers and Councillors to ensure a greater understanding, recognition and consideration of the historic environment	Establish a programme of training sessions for Development Management / Enforcement / Development Strategy / Councillors to assist their understanding and intervention in the historic environment	S/OG	CT / HC / DS / TPC / Councillors / DM / ET	Existing resources	Heritage Champion to promote Councillor training Delivery of agreed training programmes.
	Identify and adopt best practice in conservation management by liaising with other heritage specialists and organisations	Build upon the excellent communications with key partners by involving/ consulting heritage organisations in key decisions and in developing proposals/ strategies, and respecting their views Continue to support and contribute to WYCOG meetings and seek involvement in other appropriate heritage based conservation events	OG OG	CT / EH / WYAAS / others CT / WYCOG / EH	Existing resources Existing resources	Opportunities for joint working identified. Continued representation at quarterly WYCOG meetings. Ensure representation at other identified heritage events e.g. EH workshops, HELM training etc

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Understanding Historic Environment						

		<p>Continue to develop good working relationships with regional and national specialists English Heritage, West Yorkshire Archaeology Advisory Service etc</p> <p>Encourage the use of and work towards entering Heritage Partnership Agreements with other key bodies for important heritage sites in the borough</p>	<p>OG</p> <p>M/L</p>	<p>CT / EH / WYAAS / others</p> <p>CT / BW / owners / developers / LS / Highways</p>	<p>Existing resources</p> <p>Resources to be determined</p>	<p>Maintain regular contact / consultation and continue to raise profile with key organisations</p> <p>Interest and options for HPAs explored with relevant owners. Potential identified project for Rochdale Canal fully investigated in 3 years.</p>
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