

CONSERVATION STRATEGY

2016 ACTION PLAN



PART 1: INTRODUCTION

The Council's Conservation Strategy 2014-2019 identifies the Council's priorities over the next six years for the conservation, enhancement and regeneration of the Borough's heritage assets, through the creation of 13 'Areas for Action'. It represents a significant opportunity for conservation to play a dynamic role in ensuring these assets are at the centre of place-making in Dacorum.

This document sets out the 'Areas for Action' for Heritage Conservation for 2016. It will have regard for the aims and objectives as set out in the overarching Conservation Strategy 2014-2019. It will set out the particular areas that will be the focus of the work of the Conservation Team in 2016, together with details of what will be achieved and by when.

PART 2: KEY PRIORITIES FOR 2016

The key priorities for 2016 are as follows:

1. Continue work on the Conservation Area Character Appraisals.
2. Consider 'Buildings at Risk', locally-listed buildings and Article 4 Directions in respect of the areas being considered through the Conservation Area Character Appraisals.
3. Complete the photographic database of Listed Buildings.
4. Prepare for the move to the new Council Offices ('The Forum') through supporting an appropriate assessment and archiving of the Council's heritage assets contained within the Civic Centre.
5. Complete the integration of the Conservation Team within the Development Management service.
6. Set out a clear framework for joint working with Planning Enforcement.

These six key priorities will be discussed in turn in the following section.

PART 3: DETAILS AND TIMETABLES

1. CONSERVATION AREA CHARACTER APPRAISALS

The programme of completing the Borough's Conservation Area Character Appraisals (CACAs) will continue in 2016. The work in 2016 will be principally be undertaken by a consultancy firm, Emma Adams & Partners, but with support and checking from Conservation Officers.

In 2016 the CACAs for the following areas will be completed:

- Kings Langley (3 areas)
- Dudswell
- Northchurch

REF:	TARGET ACTIONS IN 2016	COMPLETION DATE
1.1	Draft CACAs received for all areas	End of March 2016
1.2	Consultation of all CACAs	End of April 2016
1.3	Amended CACAs received for all areas	End of May 2016
1.4	Council adopts all CACAs (via Cabinet)	End of July 2016

2. WORK LINKED TO CONSERVATION AREA CHARACTER APPRAISALS

Within the work undertaken for the Kings Langley, Dudswell and Northchurch Conservation Area Character Appraisals the following aspects will be considered:

- Any boundary changes to the Conservation Areas
- Buildings at Risk
- Locally Listed Buildings
- Article 4 Directions

REF:	TARGET ACTIONS IN 2016	COMPLETION DATE
2.1	Assessment of (and consultation of) any proposed Conservation Area boundary changes	End of April 2016
2.2	Implementation of any final agreed Conservation Area boundary changes	End of August 2016
2.3	Review of Buildings at Risk, Locally Listed Buildings and Article 4 Directions in the 2016 CACA areas.	End of March 2016
2.4	Agreed Locally Listed Buildings to be incorporated within final CACAs	End of May 2016
2.5	Implementation of Building at Risk and Article 4 Direction proposals within final CACAs	End of December 2016

3. PHOTOGRAPHIC DATABASE OF LISTED BUILDINGS

The 2015 Listed Building Photographic Survey (being undertaken by BEAMS) is near completion. In 2016 the work of the Conservation team will involve ensuring this survey is received, checking the quality of the Survey and establishing a method for storing this Survey.

REF:	TARGET ACTIONS IN 2016	COMPLETION DATE
3.1	Ensure receipt of 2015 LB Photographic Survey	End of January 2016
3.2	Go through 2015 LB Photographic Survey to check for quality and completeness	End of May 2016
3.3	Establish and complete an appropriate storage of the 2015 LB Photographic Survey	End of October 2016

4. ARCHIVES

The new Council offices (The Forum) are presently being constructed and on time. It is expected that Officers will vacate the current Council offices (The Civic Centre) by January 2017. Therefore, an important part of the work of the Conservation team will be to support the smooth and appropriate transition for the Heritage assets contained within the Civic Centre.

REF:	TARGET ACTIONS IN 2016	COMPLETION DATE
4.1	Inventory of Civic Centre Heritage assets to be completed corporately	End of January 2016
4.2	Participate in working groups involved in programming the move to The Forum	Ongoing

5. WORK WITH DEVELOPMENT MANAGEMENT

2016 would see the full integration of the Conservation Team within the Development Management function. This involves:

- Conservation Officers taking on listed building consent applications (and linked planning applications) – subject to appropriate training.
- Conservation Officers providing advice on applications and appeals as a consultee.
- Conservation Officers providing training to Planning Officers on heritage measures.

REF:	TARGET ACTIONS IN 2016	COMPLETION DATE
5.1	Set up Conservation Surgery (to provide an opportunity for DM Officers to receive advice on applications).	End of February 2016 (to be reviewed in July 2016)
5.2	Undertake Conservation Training Day (to provide an overview of heritage matters)	End of February 2016
5.3	Undertake two 'breakfast' / 'lunch' training sessions (focusing on key areas highlighting by DM Officers)	One by end of July 2016; the second by end of November 2016

6. WORK WITH PLANNING ENFORCEMENT

In 2016 Conservation Officers will improve joint-working with Enforcement Officers to ensure a timely and proportionate response to breaches of listed building and wider planning controls.

REF:	TARGET ACTIONS IN 2016	COMPLETION DATE
6.1	Formulate a joint-working Procedural Note (to assess roles, responsibilities, tasks, and knowledge gaps)	End of August 2016 (to be reviewed in December 2016)
6.2	Create database of breaches in respect of the Borough's Heritage assets	End of March 2016
6.3	Combined Enforcement and Conservation team meeting (to review cases in database)	End of March 2016 (to take place once a quarter)