



**Hinckley & Bosworth
Borough Council**

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION

18 JULY 2019

WARDS AFFECTED: ALL WARDS

Hinckley & Bosworth Heritage Strategy 2018 - 2023 Action Plan Update

Report of Director (Environment and Planning)

1. PURPOSE OF REPORT

- 1.1 To provide Members with an update on work undertaken in the last 18 months, including ongoing initiatives, in order to fulfill the aims and objectives of the Action Plan of the Heritage Strategy 2018 – 2023.

2. RECOMMENDATION

2.1 That Members:

- a. Note and endorse the heritage work undertaken and outcomes achieved
- b. Endorse the ongoing work.

3. BACKGROUND TO THE REPORT

- 3.1 The Council, on 7 December 2017, approved the adoption of the Heritage Strategy and accompanying action plan.

- 3.2 The purpose of the strategy is to guide conservation and heritage activities in the borough from 2018 to 2023. The vision of the strategy is:

- To increase our understanding and awareness of the borough's heritage with improved accessibility to the historic environment
- To implement positive action and active management of the borough's heritage to ensure its conservation and enhancement
- To enable an approach of partnership and collaboration where people, groups and communities come together to care for the borough's heritage

- To celebrate and promote the borough's heritage and identity, allowing it to make a difference for people, groups and communities

3.3 To achieve the vision of the strategy there are four aims with associated objectives. The Action Plan identifies key actions, initiatives and interventions to achieve each objective, to be developed and delivered over short (0-1 years), medium (up to 3 years) and long-term (up to 5 years) timeframes. Actions developed and delivered to meet each of the four aims and associated objective are summarised below, with more detailed information regarding each action contained within in Appendix 1.

3.4 **Aim 1 – Increasing understanding and awareness of heritage with improved accessibility**

Summary and highlights

- Parish Councils and local heritage groups have been asked to identify the heritage of their area as part of a borough wide audit
- An assessment of the accuracy of listed building record entries on Historic England website has been commenced
- Awareness of heritage has been improved with the installation of interpretation boards, the installation of three new blue plaques, and with the production of heritage trails for Hinckley town centre and Earl Shilton
- A successful and expanded Heritage Open Days event took place over two weekends in September 2018
- The Hansom Cab was brought back to Hinckley and relocated to the Atkins building with information boards and interpretation

3.5 **Aim 2 – Implement positive action to manage and enhance heritage**

Summary and highlights

- Development of a HBBC Local Heritage List has continued, devised in part conjunction with a number of Neighbourhood Planning Groups
- Despite an unsuccessful application to the Heritage Lottery Fund (HLF) to deliver a Townscape Heritage Scheme for Hinckley town centre positive feedback from the HLF was received about the quality of the application
- Consultants have been appointed to deliver a Public Realm Masterplan for Hinckley town centre. Public realm contributions for the town centre have also been secured from the proposed new Aldi (c. £85k) and Lidl (c.25k) stores
- Scoping work has commenced on the production of a HBBC Heritage at Risk Register to identify heritage assets at risk and target remedial actions
- An Article 4 Direction removing permitted rights for demolition was successfully made and confirmed for the former D.M. Rock & Sons building in Burbage, this being the first time HBBC have used these planning powers
- A number of enhancements to the historic environment have been delivered during 2018 via the Environmental Improvement Programme e.g. wall repairs, canal bridge repairs, installation of heritage name plates, blue , WWI commemorative benches etc.
- Continued support given to other Council departments in the development and delivery of projects via funding streams including the Parish & Community Initiative Fund and the Developing Communities Fund etc. e.g. Market Bosworth Market Place redevelopment, Carlton Parish Church extension
- Consultants have been appointed to deliver a Good Design Guide Supplementary Planning Document which includes shop front guidance and an assessment of historic character for context

- Scoping of existing and new funding streams to deliver heritage-led regeneration has been undertaken with the next steps to be considered

3.6 **Aim 3 – Ensure a partnership approach to care for our heritage**

Summary and highlights

- Ongoing support has been provided to Neighbourhood Planning Groups to ensure the heritage and the historic environment is adequately planned for at the Neighbourhood level. During 2018 advice has been provided to Burbage, Desford, Newbold Verdon, Sheepy and Witherley
- An HBBC Heritage Forum has been established to encourage capacity building in the voluntary sector, develop skills and effective means of communication. Members of the forum include Parish Councils and Local Heritage Groups and other heritage stakeholders (e.g. Hinckley & District Museum)
- The latest Leicestershire & Rutland Conservation Officers Forum was held in January 2019 and the HBBC Conservation Officer continues to be the County Representative for the East Midlands branch of the Institute of Historic Building Conservation (IHBC)
- Positive working practices with local heritage stakeholders have been maintained through various means, e.g. delivery of the Heritage Open Days event

3.7 **Aim 4 – The promotion and enjoyment of heritage**

Summary and highlights

- Support given to Hinckley & District Museum for their overall plan and development of Heritage Lottery Fund applications
- The Triumph Visitor Centre is open and is being successfully promoted by HBBC through various channels including the Visitor Guide
- The expanded Heritage Open Days 2018 event was utilised to promote heritage to a wide range of audiences including children (with 'enjoyable' activities including quizzes and interactive reenactments)
- A consultant has been appointed to deliver the Heritage and Culture programme of the North Warwickshire Hinckley & Bosworth Destination Management Plan with a number of initiatives being developed
- HBBC Conservation Officer support given to the development of the 1485 project, which has the overall vision of installing six sculptures around Bosworth Battlefield to tell the story of the battle

4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

4.1 The report is to be taken in open session.

5 FINANCIAL IMPLICATIONS [CS]

5.1 In the future, should any additional funding be required to achieve some of the aims of the strategy, this will need approval in line with financial procedure rules

6. LEGAL IMPLICATIONS [FA]

6.1 None

7. CORPORATE PLAN IMPLICATIONS

7.1 The Heritage Strategy contributes to all three priority ambitions of the Council, in particular:

Places - creating clean and attractive places to live and work

Prosperity – encouraging growth, attracting businesses, improving skills and supporting regeneration

8. CONSULTATION

8.1 The Heritage Strategy was subject to public consultation as part of its adoption in 2017 and is published on the council’s website

9. RISK IMPLICATIONS

9.1 It is the Council’s policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer’s opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

9.3 The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
None		

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 Projects suggested in the Heritage Strategy generally have a good spread over the whole of the borough and this includes the rural areas.

11. CORPORATE IMPLICATIONS

11.1 By submitting this report, the report author has taken the following into account:

- Community Safety implications – none directly as a result of this report
- Environmental implications – none directly as a result of this report
- ICT implications - none directly as a result of this report
- Asset Management implications - none directly as a result of this report
- Procurement implications - none directly as a result of this report
- Human Resources implications - none directly as a result of this report
- Planning implications – none directly as a result of this report
- Data Protection implications - none directly as a result of this report
- Voluntary Sector – none directly as a result of this report

Background papers: - Hinckley & Bosworth Heritage Strategy 2018 - 2023
- Hinckley & Bosworth Heritage Strategy 2018 - 2023 Background and
Action Plan

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Executive Member: Councillor S Bray

Appendix 1. Development and delivery of Action Plan judged against timeframe

Timeframe for development and delivery of actions - Key

S – Short Term: Ongoing / 1 year

M – Medium Term: 3 years

L – Long Term: 3 – 5 years

Short term objectives and actions

Aim	Objective	Action	Progress
1. Increasing understanding and awareness of heritage with improved accessibility	To ensure information on heritage assets is up-to-date, accurate and accessible	Ensure information on heritage assets is accurate	Audit of listed building record entries on Historic England website commenced
2. Implement positive action to manage and enhance heritage	To ensure conservation areas are adequately protected and thoroughly understood	Undertake reviews of existing conservation area appraisals and management plans meeting recommendation of a completed review every 5 years	Timetabling and programming schedule devised. Identify those most in need of review. Work programmed for 2019, number to be determined
	To develop and adopt a list of local heritage assets	Develop and adopt the list of local heritage assets	Development work for Barlestone, Barwell, Earl Shilton and Market Bosworth continued. Further assets across HBBC identified during the Development Management process. Priority in 2018 given to working with Neighbourhood Planning Groups. Assets have been identified as part of Neighbourhood Plans for the Parishes of Desford and Sheepy. All assets likely to be collated in HBBC Local Heritage List with document recommended for endorsement in 2019
	To support and promote the development of characterisation studies	Utilise and promote existing characterisation studies to inform the positive management and long term planning of the wider historic environment	Audit of existing studies completed with them utilised to inform positive management and long term planning
	To maximise opportunities to deliver heritage-led regeneration projects	Submit an application to the Heritage Lottery Fund to deliver a Townscape Heritage scheme within Hinckley town centre	Application for funding to develop and deliver a Townscape Heritage Scheme within Hinckley town centre submitted during December 2017. Application was unsuccessful, next steps being considered
	To implement high quality public realm improvements	Establish working group(s) to assist with public realm scheme delivery	Hinckley Town Centre Public Realm Group established in summer 2017. Consultants appointed in December 2018 to deliver a Public Realm Strategy for the town centre. Public realm contributions secured during 2018 following market led redevelopment to deliver new Aldi and Lidl stores
	To regularly review planning policy relating to heritage matters to ensure the	Provide clear and timely professional advice on statutory applications to allow for effective decision taking	Professional advice continues to be provided in a timely manner to Development Management, applicants and consultees in response to statutory consultations with sound and high quality decisions

	appropriate tools are available to guide decision taking		issued
	To address heritage at risk through appropriate management techniques	Identify buildings and sites within the historic environment that are most at risk of being lost as a result of neglect, decay or inappropriate development	Scoping of HBBC staff and local stakeholder commenced to determine available resource for surveys as part of developing a HBBC Heritage at Risk Register (Local Register)
	To maximise funding opportunities for heritage projects and delivery of enhancements to the historic environment	Continue to deliver enhancements to the historic environment via the Environmental Improvement Programme	A full programme of enhancements to the historic environment has been delivered during 2018 following funding from the Environmental Improvement Programme. Enhancements to be delivered in 19/20 (financial year) are being identified. No request yet made to consider increasing the existing budget
3. Ensure a partnership approach to care for our heritage	To maintain and develop positive working practices with heritage stakeholders	Maintain a positive working relationship with heritage bodies during the plan-making and decision-taking processes	Positive feedback received from heritage bodies during the year
	To increase community engagement about heritage matters	Ensure the conservation of the historic environment is reflected within Neighbourhood Planning	Support to Neighbourhood Planning Groups during the development of Plans has been provided to ensure the heritage and the historic environment is adequately planned for at the Neighbourhood level. During the year advice has been provided to Burbage, Desford, Newbold Verdon, Sheepy and Witherley
	To ensure integrated and joined-up working within the council and between relevant local government partners	Ensure that the value and benefits of heritage are understood as a corporate asset and responsibility and establish clear and appropriate roles and responsibilities	Opportunities taken to ensure that the value of heritage is appreciated, e.g. heritage-led regeneration. Scoping commenced on priority projects suggested by the Heritage Champion
4. The promotion and enjoyment of heritage	To support the discovery and exploration of heritage	Develop the councils collection and support the collections development of heritage partners	Assistance and advice given on Options Appraisal to inform the development of Hinckley & District Museum National Lottery Heritage Fund (NLHF) application for improved facility. Hansom Cab successfully relocated within Atkins building for the short-medium term awaiting outcome of Museum NLHF application
	To advertise best practice in dealing with heritage	Ensure accessibility to existing skills registers	Audit of existing skills registers and databases commenced. Once complete this information is to be collated and placed on the HBBC website
	To celebrate and promote achievement in the historic environment	Continue to promote the regeneration of the Atkins building as an exemplar of council-led redevelopment	HBBC continues to promote the heritage of the building and its use as a venue and space for a range of uses

Short/medium term objectives and actions

Aim	Objective	Action	Progress
1. Increasing understanding and awareness of heritage with improved accessibility	To ensure information on heritage assets is up-to-date, accurate and accessible	Support the development of the Leicestershire Historic Environment Record (HER) as the primary source of information for the historic environment	HER is promoted as the primary source of historic information. Protocols (e.g. Service Level Agreements) between HBBC and LCC to be established during 2019, with any opportunities to support the development of the HER identified
	To ensure information on heritage assets is up-to-date,	Determine the need for improvements to the Conservation section of the council's	Requests for immediate improvements actioned when required. Comprehensive audit of content is required

	accurate and accessible	website	
	To ensure information on heritage assets is up-to-date, accurate and accessible	Ensure the full range of heritage across the borough is satisfactorily identified	Identification/audit of heritage requested of each Parish Council and relevant local stakeholder group in early 2019. Results to be analysed and published during 2019. Local (non-designated) heritage assets across HBBC identified during the Development Management process
	To ensure information on heritage assets is up-to-date, accurate and accessible	Improve awareness of heritage with increased accessibility to information	A number of schemes and projects were delivered during 2018 via HBBC assistance (officer and financial). These included the production of heritage trails, installation of new interpretation boards and blue plaques, and the organisation of Heritage Open Days and Year of Heritage Leaflet
	To increase accessibility to the historic environment	Increase the number of heritage assets that are accessible and open to the public	Identification/audit of heritage assets they would like to see open requested of each Parish Council and relevant local stakeholder groups in early 2019. Existing Heritage Open Days event expanded to include a wide range of venues and activities
	To increase accessibility to the historic environment	Explore the potential of increasing access to council owned collections and sites	Hansom Cab successfully relocated within Atkins building for the short-medium term awaiting outcome of Museum NLHF application
	To support the development of learning, skills and training	Encourage further capacity building in the voluntary sector and in the community through heritage activities and projects	Ad-hoc capacity building undertaken for interest groups during 2018 mainly through development of Neighbourhood Plans. HBBC Heritage Forum for local societies to held in January 2019 with aim of developing skills to enable heritage activities and projects to be developed and delivered
2. Implement positive action to manage and enhance heritage	To support and promote the development of characterisation studies	Assist with the development of new characterisation studies at different spatial levels	Support is to be provided to Leicestershire County Council in the development of the Extensive Urban Survey for Leicestershire. Support to Neighbourhood Planning Groups during the development of Plans has been provided with advice given that the character of each area should be identified within each Plan
	To maximise opportunities to deliver heritage-led regeneration projects	Explore and grasp opportunities to regenerate historic sites and areas in both an urban and rural context	Scoping of potential strategic sites undertaken. Relevant heritage-led regeneration funding streams identified with potential for new bids to be submitted during 2019 (National Lottery Heritage Fund, Historic England – Partnership Schemes in Conservation Areas, MHCLG – High Streets Fund). Advice provided to Market Bosworth Parish Council on Developing Communities Fund bid for works to the Market Place
	To regularly review planning policy relating to heritage matters to ensure the appropriate tools are available to guide decision taking	Ensure heritage and the historic environment is given full consideration when developing the Local Plan, planning policies and evidence bases	Ensured heritage is included in development of Local Plan Issues and Options document. Close liaison with the consultants developing Hinckley Town Centre Public Realm Strategy to ensure the role of the historic town centre environment is given full consideration. The need for further guidance on particular elements of the historic environment is to be determined
	To regularly review planning policy relating to heritage matters to ensure the appropriate tools are available	Encourage further capacity building in existing borough council resources	Programme not yet established

	to guide decision taking		
	To provide pro-active enforcement to secure improvements to the historic environment	Establish priorities for pro-active enforcement action	Scoping commenced to determine priorities for developing a HBBC Heritage at Risk Register (Local Register)
	To provide pro-active enforcement to secure improvements to the historic environment	Ensure appropriate and timely enforcement action is pursued	Enforcement action to address issues with the historic environment, in line with the HBBC Enforcement Protocol, is ongoing
	To address heritage at risk through appropriate management techniques	Determine appropriate actions and management techniques to address heritage at risk	Article 4 Direction removing permitted rights for demolition successfully made and confirmed for former D.M. Rock & Sons building, this being the first time HBBC have used these planning powers. Production of HBBC Heritage at Risk Register will identify appropriate management techniques for each site
3. Ensure a partnership approach to care for our heritage	To maintain and develop positive working practices with heritage stakeholders	Maintain a positive working relationship with heritage bodies to ensure the successful management of the historic environment	Positive feedback received from heritage bodies during the year. Local heritage bodies continue to provide local knowledge to assist with the management of the historic environment
	To maintain and develop positive working practices with heritage stakeholders	Ensure there is a positive working relationship with local and national heritage bodies to provide enhancements to the historic environment	A positive working relationship with local heritage bodies has ensured their suggested enhancements to the historic environment have been delivered by appropriate means, such as the 2018/19 Environmental Improvement Programme. Support continues to be provided by various HBBC departments to ensure local heritage bodies can develop and deliver enhancements
	To maintain and develop positive working practices with heritage stakeholders	Ensure the council retains active representation on the Leicestershire & Rutland Conservation Officers Forum and as part of other relevant professional associations	HBBC Conservation Officer continues to chair and administer the Leicestershire & Rutland Conservation Officers Forum; the last Forum took place in January 2019. HBBC Conservation Officer continues to be the County Rep to the Institute of Historic Building Conservation (IHBC) East Midlands Region with regular attendance at branch meetings. Key information from IHBC CPD events disseminated to Development Management and other relevant HBBC colleagues
	To increase community engagement about heritage matters	Determine community interest in heritage and formalise methods of engagement	HBBC Heritage Forum for local societies held in January 2019 with aim of developing effective means of communication and formal engagement. Means of communication to determine wider community interest in heritage (following Heritage Strategy consultation) to be determined
	To increase community engagement about heritage matters	Explore and support initiatives to get more people and communities involved in heritage	Existing Heritage Open Days event expanded to include a wide range of venues and activities to widen its appeal
	To ensure integrated and joined-up working within the council and between relevant local government partners	Ensure that appropriate communication networks and consultation protocols are established and maintained in order that heritage is dealt with in a collaborative way	Internal and external consultation protocols are in place and being followed. HBBC Conservation Officer is a member of steering groups for projects that include an impact on the historic environment to ensure joined-up working
	To ensure integrated and	Support the development of the	Protocols (e.g. Service Level Agreements) between HBBC and

	joined-up working within the council and between relevant local government partners	Leicestershire Historic Environment Record (HER) (see aim 1)	Leicestershire County Council (LCC) to be established during 2019, with any opportunities to support the development of the HER identified
4. The promotion and enjoyment of heritage	To promote a positive image and identity of the borough to increase heritage related tourism	Promote and support the existing tourism offer of key heritage assets	Existing assets promoted via HBBC Visitor guide, e.g. new Triumph Visitor Centre, consolidation and advertisement of heritage trails etc. Consultant appointed to deliver the Heritage and Culture programme of the North Warwickshire Hinckley & Bosworth Destination Management Plan, with scoping undertaken as to whether tourism offer of existing sites can be improved or expanded .e.g. Market Bosworth station
	To promote a positive image and identity of the borough to increase heritage related tourism	Explore new and innovative tourism initiatives from key heritage assets	Consultant appointed to deliver the Heritage and Culture programme of the North Warwickshire Hinckley & Bosworth Destination Management Plan, with a number of initiatives developed during late 2018 and now ongoing including production of rural heritage trail, r Ada Lovelace Day etc. Development of 1485 Project continues
	To promote a positive image and identity of the borough to increase heritage related tourism	Promote and publicise a positive image of the borough's historic identity	Existing Heritage Open Days event expanded to include a wide range of venues and activities with appropriate publication. Year of Heritage 2018 document produced. New Hinckley Town Centre Heritage Trail produced in conjunction with Hinckley Business Improvement District (BID)
	To support the discovery and exploration of heritage	Increase accessibility to the historic environment to allow for discovery and exploration (see the actions for aim 1: objective – to increase accessibility to the historic environment)	Identification/audit of heritage assets they would like to see open requested of each Parish Council and relevant local stakeholder groups in early 2019. Existing Heritage Open Days event expanded to include a wide range of venues and activities. Hansom Cab successfully relocated within Atkins building for the short-medium term awaiting outcome of Museum NLHF application
	To support the discovery and exploration of heritage	Improve awareness of heritage with improved accessibility to information to allow for discovery and exploration (also see the actions for aim 1: objective – to ensure information on heritage assets is up-to-date, accurate and accessible)	Audit of listed building record entries on Historic England website commenced. Identification/audit requested of each Parish Council and relevant local stakeholder group in early 2019. Results to be analysed and published during 2019. Local (non-designated) heritage assets across HBBC identified during the Development Management process
	To advertise best practice in dealing with heritage	Promote best practice in dealing with heritage in the borough	Opportunities to promote best practice taken when applicable but no formal programme of promotion has yet been established

Medium term objectives and actions

Aim	Objective	Action	Progress
2. Implement positive action to manage and enhance heritage	To ensure conservation areas are adequately protected and thoroughly understood	Consider whether new conservation area designations are appropriate	Timetabling and programming schedule devised for existing areas. Consideration not yet given as to whether there is potential for new designations
	To maximise opportunities to deliver heritage-led	Assist with the implementation of heritage-led regeneration sites within the Town	Assistance provided to Major Projects Team in the implementation of the Town Centres' Vision Document

	regeneration projects	Centres' Vision document	
	To maximise opportunities to deliver heritage-led regeneration projects	Explore and grasp opportunities to improve shop fronts across the borough	Scoping undertaken during 2018 of potential improvements required to shop fronts across the borough. Updated shop front guidance being devised as part of new Good Design Guide Supplementary Planning Document (SPD). Assistance provided in implementation of shop front improvement scheme in Barwell. Watching brief continues on funding opportunities to deliver shop front improvements, e.g. consideration of new application to National Lottery Heritage Fund for Hinckley Townscape Heritage Scheme
	To maximise funding opportunities for heritage projects and delivery of enhancements to the historic environment	Explore and grasp opportunities for external funding to delivery heritage projects (including regeneration, shop fronts and public realm schemes)	Hinckley Town Centre Public Realm Group established in summer 2017. Consultants appointed in December 2018 to deliver a Public Realm Strategy for the town centre. Public realm contributions secured during 2018 following market led redevelopment to deliver new Aldi and Lidl stores
	To regularly review planning policy relating to heritage matters to ensure the appropriate tools are available to guide decision taking	Produce supplementary guidance and advice to assist with the positive management of the historic environment	Input provided to consultants appointed to deliver new Good Design Guide SPD. Consultants appointed in December 2018 to deliver a Public Realm Strategy for Hinckley town centre. Audit commenced of effective external guidance documents which can be collated and signposted
	To maximise funding opportunities for heritage projects and delivery of enhancements to the historic environment	Support delivery of enhancements to the historic environment via other council funding streams	Continued support given to other Council departments in the development and delivery of projects including via the Parish & Community Initiative Fund and the Developing Communities Fund (e.g. Market Bosworth Market Place, Carlton church)
4. The promotion and enjoyment of heritage	To celebrate and promote achievement in the historic environment	Develop a Conservation and Design Awards scheme to provide recognition for exemplar projects	Scheme not yet established

Medium/long term objectives and actions

Aim	Objective	Action	Progress
1. Increasing understanding and awareness of heritage with improved accessibility	To support the development of learning, skills and training	Develop links with the employment sector and appropriate training and educational centres to increase the level of skilled craftspeople	Informal links established with North Warwickshire & Hinckley College to determine desire to deliver traditional methods of construction as part of education offer on Building Construction courses
	To support the development of learning, skills and training	Offer opportunities for vocational training, placements and work experience at the borough council and associated partners	HBBC Conservation Officer provided work experience on aspects of historic environment to a small number of students/individuals during 2018 and 2019
	To support existing educational resources	Build upon good practice and excellence in educational provision	The Council have promoted the educational resource offered by established groups including Hinckley & District Museum and Hinckley District Past & Present
3. Ensure a partnership approach to care for our	To ensure integrated and joined-up working within the	Ensure that council owned and managed heritage assets have appropriate	Plans not yet in place

heritage	council and between relevant local government partners	conservation and management plans in place	
4. The promotion and enjoyment of heritage	To advertise best practice in dealing with heritage	Develop and publicise a local craftsman and skills register	Partial and informal register currently maintained by HBBC Conservation Officer