



There is a requirement to submit a **Heritage Statement** with all applications for Listed Building consent and with applications for planning permission where these affect a Listed Building, Conservation Area, Registered Park and Garden or Scheduled Monument (all forms of statutorily designated heritage asset). A Heritage Statement may also be required for applications that affect undesignated heritage assets, including buildings, structures and archaeological sites, and for applications for Conservation Area consent for demolition. If you are in any doubt whether a Heritage Statement will be required please consult a member of the Archaeology or Building Conservation Teams.

What are Heritage Statements?

Heritage Statements, also referred to as 'Statements of Significance and Impact', are documents that are produced to describe the significance of any heritage assets affected by an application and to understand the potential impact (positive or negative) of a proposal on their significance. They should be produced to a level of thoroughness proportionate to the significance of the heritage asset whose fabric, character or setting would be affected. 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.

Why do I have to provide a Heritage Statement?

The National Planning Policy Framework requires applicants to supply sufficient information and assessment to understand the impact of the proposal on the significance of any heritage assets affected. Where this cannot be understood from the application and supporting documents the application may not be validated. The Local Planning Authority has a duty to assess the impact of any proposed works on the special interest of heritage assets. Where the evidence submitted with an application is inadequate to assess this impact it may be refused.

What do I have to include in a Heritage Statement?

In preparing a Heritage Statement it will be necessary to undertake the following steps:

1. Check the main local and national records including the Historic Environment Record maintained by the National Park Authority and the National Heritage List for England of designated heritage assets. Other relevant sources of information that may provide an understanding of the history of the place and the value the heritage asset holds for society include local library and archive collections, North Yorkshire County Record Office, The Heritage Gateway and the National Monuments Record.
2. Examine the heritage asset and its setting (in so far as this would be affected by the proposed works). This should consist of a thorough visual and physical analysis of the asset including its context.
3. Consider whether the significance of the heritage asset requires an expert assessment to gain the necessary level of understanding. In some cases, the scale of the proposed development or the nature and importance of a heritage asset may require the Heritage Statement to be produced by a suitably qualified professional consultant. In such cases additional work may be required such as selective opening up work, archaeological evaluation or analytical building survey and investigation.

The '*Historic Environment Planning Practice Guide*' (sections 54 to 66) provides further guidance on the steps that should be taken in producing a Statement and the extent of understanding that a Heritage Statement should convey.

A Heritage Statement should contain the following sections:

Assessment of Heritage Significance:

- A statement of significance which demonstrates an understanding of the historic, archaeological, architectural or artistic interest of the asset and its setting and in particular the significance of those parts affected by the proposed works;
- Depending on the nature and significance of the heritage asset an archaeological desk based or field evaluation or an analytical historic building survey produced by appropriate professionals may be required following discussion with the relevant National Park Officers. This will need to be carried out to a brief supplied or approved by the North York Moors National Park Authority.

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Assessment of Impact:

- A suitably detailed schedule of proposed works to the Listed Building or structure should be appended to the Statement unless the works are of a very minor nature in which case they can be incorporated in the text.
- 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 public benefits which justify any resulting harm.

Mitigation Strategy: A mitigation strategy (i.e. the steps that will be taken to avoid, minimise 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. This will need to be carried out to a brief supplied or approved by the North York Moors National Park Authority.

The Heritage Statement should include photographs, extracts from historic maps and other relevant illustrative material that is required to support the analysis and conclusions reached.

In addition to the information requirements outlined above, applications involving more major works of demolition should include:

Listed Buildings

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 (with conservation accreditation where necessary), which identifies, where appropriate:

- The structural stability and condition of the structure, 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 a Conservation Area the following will be required, where appropriate:

- 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.

Applications for Minor Works

For applications for small-scale works of a minor nature a lesser amount of information may be required within a Heritage Statement to understand the impact of the proposed works on the significance of a heritage asset. Examples where a reduced amount of information is required could include the erection of a satellite dish on a Listed Building or within a Conservation Area; the replacement of windows or doors on a non-Listed Building within a Conservation Area; or the replacement of a modern fireplace with a more traditional design in a Listed Building.

In these cases applicants may prefer to submit a Heritage Statement in a table format that incorporates the following headings:

What is significant about the heritage asset?	What works are proposed?	What impact do the works have on the part of the heritage asset affected?	How has the impact of the proposals been minimised?

Please note that it is the applicant's responsibility to submit sufficient information with their application to understand the impact of the proposals on the significance of any heritage assets affected. If you are in any doubt about the extent of information that is required and to avoid delays in validating your application please contact the relevant Officers to discuss this prior to submission.

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Useful Sources of Information

- **The North York Moors Historic Environment Record (HER)** *The North York Moors Historic Environment Record is maintained by the North York Moors National Park Authority. The NYM HER contains information on non-designated features and sites, Scheduled Monuments, Listed Buildings and Registered Park and Gardens of Historic Interest. The HER is accessible by contacting the Authority's archaeological staff.*
- **The National Heritage List for England** *Listed Building descriptions, Scheduled Monuments and Registered Parks and Gardens are included in the statutory list. These descriptions may refer to some but not all the important features of a historic asset and can act as a useful starting point for further research. They are available online at <http://list.english-heritage.org.uk/> or by contacting the Authority.*
- **Conservation Area Assessments and Management Plans** *The National Park Authority has prepared detailed assessments for some of its Conservation Areas identifying the particular character and nature of the special interest of the Conservation Area. They can be downloaded from <http://www.northyorkmoors.org.uk/conservation-area-appraisals/>.*
- **Historic Maps** *such as Tithe and early Ordnance Survey maps available for scrutiny at North Yorkshire County Record Office in Northallerton, these can be useful in identifying changes to the size and form of buildings as well as their settings. Extracts from historic Ordnance Survey maps also available online from www.old-maps.co.uk.*
- **Local History Groups** *There are a number of local history and archive groups within the National Park which may hold collections of historic photographs or other historic documents which may be particularly useful in formulating proposals for restoring lost architectural features or understanding the development of a particular settlement.*
- **The HELM Website** *Managed by English Heritage, is a good source of information on planning and the historic environment www.helm.org.uk*
- **National Planning Policy Framework** *(Department for Communities and Local Government, 2012) <http://communities.gov.uk/publications/planningandbuilding/nppf>*
- **Planning for the Historic Environment: Historic Environment Planning Practice Guide** *(English Heritage, 2010) <http://www.english-heritage.org.uk/publications/pps-practice-guide/pps5practiceguide.pdf>*
- **Understanding Historic Buildings: Policy and Guidance for Local Planning Authorities** *(English Heritage, 2008) <http://www.helm.org.uk/upload/pdf/Understanding-historic.pdf?1296215708>*
- **Conservation Principles. Policy and Guidance for the Sustainable Management of the Historic Environment** *(English Heritage, 2008) http://www.helm.org.uk/upload/pdf/Conservation_Principles_Policies_and_Guidance_April08_Web.pdf?1296645421*
- **Climate Change and Your Home** *Information on climate change and guidance on its impact on traditional buildings is available at: <http://www.climatechangeandyourhome.org.uk/live/>*
- **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** *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/>*

This list is not exhaustive and other relevant sources of useful information may exist.

Contact us

North York Moors National Park Authority
The Old Vicarage
Bondgate
Helmsley
YO62 5BP
Telephone: 01439 772700
www.northyorkmoors.org.uk

Advice on archaeological sites or historic buildings can be obtained from the following Teams:

Archaeology & Historic Environment Record:
conservation@northyorkmoors.org.uk

Building Conservation:
building@northyorkmoors.org.uk