

Responding to Planning Applications affecting Historic Designed Landscapes: Guidance and Resources – Online and Elsewhere

There is so much useful and targeted information available on-line – it can appear daunting! The following information is designed to pick out some of the most useful resources – often, the website addresses given are of specific pages within an organisation’s main site rather than general ‘home’ pages. Take some time to familiarise yourself with these. Of course, sometimes links move but you should be able to locate the pages or documents mentioned using the homepage search facility for each site. You should also be able to copy and paste the links into your browser or click directly on the links if you’re reading this on-screen. All the links are gathered together on the last page for your ease of clicking through them.

We have also included a small number of useful email addresses and hard copy references, along with some social media links.

1. Historic Landscape Project – Resource Hub and Online Forum

The Historic Landscape Project Resource Hub – to be found on the Gardens Trust website at <http://thegardenstrust.org/conservation/hlp-hub/>, contains over 500 documents, aimed at supporting the County Gardens Trust in their work. There are contributions from the Historic Landscape Project itself, including all the handouts and materials from our training and networking events, and many other useful resources, from numerous heritage organisations. You can also download guidance from the GT Conservation Committee. Anyone can view documents, you do not need to register. There are some drawbacks to the way the hub is organised but we are currently working on a clearer way of organising the materials.

If you have a question, want to know how other CGTs approach particular issues, or think it might be helpful to share your knowledge, you can join the County Gardens Trusts’ online forum, at <http://thegardenstrust.org/conservation/forum/>. There are six subject-based forums, including one specifically for CGTs, and you will need to register – a very simple and quick process – to use these. The Forum could be a fantastic networking resource for CGTs, helping you to share your knowledge and work through problems. It is currently an underused resource and needs more users, and more regular posts, to enable it to fulfil its potential.

2. The Gardens Trust

The GT has an important conservation role in historic designed landscapes, being a statutory consultee for Grade II landscapes (Historic England are only consulted routinely on Grade I and Grade II* Registered historic landscapes).

The GT compiles a weekly list of all the applications and issues that they have been consulted on. At least one member of each CGT receives this each week by email, but you can be added to the list to receive this email directly, if you would prefer. You will need to request this from Alison Allighan at conservation@thegardenstrust.org.



thegardenstrust.org

 [@thegardenstrust](https://twitter.com/thegardenstrust)

Monthly casework notes, on cases responded to by the GT and CGTs, are also circulated to CGTs by email and posted on the GT's Facebook page <https://www.facebook.com/groups/950605768331048/>. Both the weekly list and monthly casework notes are accessible via the resource hub, at <http://thegardenstrust.org/conservation/hlp-hub/cgt-guidance/conservation-casework-log/>. Each CGT now has the ability to search the GT's online Casework Log for previous applications/responses which might be relevant to an application you're dealing with e.g. photovoltaic arrays, turbines etc.

Importantly, you can contact the GT if you would like guidance or support on responding to an application: margiehoffnung@thegardenstrust.org - Margie Hoffnung, Conservation Officer, will be back in touch with you.

The GT publishes a series of guidance notes specific to development considerations in historic designed landscapes, Planning and Conservation Advice Notes (PCANs) – these are due to be updated and revised, subject to funding, but remain very helpful in the meantime: <http://thegardenstrust.org/conservation/conservation-publications/>. These tend towards advice for developers and local planning authorities but are of course very useful. They also offer good lists of questions in many of the guidance notes which help in considering a development application and thinking of how development impact might be mitigated.

Current guidance topics include:

PCAN Introduction

PCAN 1	Change of Use (of landscape, and of principal and/or subsidiary buildings)
PCAN 2	Hotel and Leisure Development
PCAN 3	Extension of Educational/Institutional Establishments
PCAN 4	Executive Housing
PCAN 5	Golf
PCAN 6	Vehicle Parking and Access
PCAN 7	Treatment of Boundaries and Entrances
PCAN 8	Telecommunications Masts
PCAN 9	Development of Domestic Amenities
PCAN 10	CCTV and Lighting
PCAN 11	Development in the Setting of Historic Designed Landscape
PCAN 12	Evaluation of New Landscape Features
PCAN 13	Briefs for Historic Landscape Assessments
PCAN 14	Management Plans (including Statements of Significance)
PCAN 15	Play Facilities

Appendix 1: Lists of subsidiary development generated by particular types of change^[1]_[SEP]

Appendix 2: General Evaluation Checklist (All types development/all types of landscape)^[1]_[SEP]

Appendix 3: Planning Context (perhaps the most out of date due to legislative changes)

Also, the GT is running a project to gather details on the existence and accessibility (or not) of Conservation Management Plans for historic designed landscapes. These could be invaluable for certain applications so well worth having a look. The PDF list of sites is available at

<http://thegardenstrust.org/conservation/conservation-management-plan-project/>.

3. Parks & Gardens UK

Do check for information on the affected landscape on <http://www.parksandgardens.org>. This could provide you with information on the history and significance which you can use to inform your response. The P&GUK website and database are currently being updated but are still available to search and many CGTs continue to deposit their research data here.

4. Historic England (HE)

The HE *Register of parks and gardens of special historic interest* is available online to search and download the full Register entry for a site, along with a map showing the boundaries of the designated area. This should always be your starting point when looking at planning applications that could affect a Registered landscape. You can search for Registered designed landscapes on the National Heritage List for England (NHLE) <https://www.historicengland.org.uk/listing/the-list>

Bear in mind, the entries are not always completely comprehensive (especially if it is a while since the entry was reviewed – they are dated): new information could have emerged since the entry was last updated; further research may have highlighted new significance; there may be arguments in favour of applying for boundary changes. You can also look at all designated heritage assets on the NHLE.

HE have made particular effort to provide guidance on the NPPF: <https://historicengland.org.uk/advice/planning/planning-system/> and have published Good Practice Advice Notes (GPAs) and Historic England Advice Notes (HEANs), though these are currently being reviewed in light of the 2018 changes to the NPPF.

In terms of considering significance in depth, HE have published *Conservation Principles – Policies and Guidance for the sustainable management of the historic environment*. Each CGT should have at least one hard copy but it is also available for download at <https://www.historicengland.org.uk/images-books/publications/conservation-principles-sustainable-management-historic-environment/>
Please note that Conservation Principles is currently under review, to align its terminology with the NPPF.

If you decide to read this, focus on the following sections:

- Understanding Heritage Values
- Assessing Heritage Significance
- Managing Change to Significant Places

However, this does take some ploughing through. The GT has produced a presentation and handout on significance which might help. This is available through the GT Resource Hub 'Downloads' section at <http://thegardenstrust.org/conservation/hlp-hub/cgt-guidance/significance/>.

Of particular use when considering historic landscapes and associated heritage assets, is Historic England GPA note on views and settings: <https://www.historicengland.org.uk/images-books/publications/gpa3-setting-of-heritage-assets/>

Historic England have also put online: *The Guide To Heritage Protection In England...* "the most comprehensive online guide to the heritage protection system." The Guide: <https://www.historicengland.org.uk/advice/hpg>, which is broken down into subject areas, with the content of each down the left hand side, contains in total 90 pages of textbook advice on how the law, policy and guidance that protects England's heritage assets works, with links to all the source documents.

It also contains a glossary of nearly 200 heritage terms authoritatively defined. The guide will be kept up-to-date with any changes in law and policy. They hope that this will

become the starting point for all enquiries as to how the protection system works. The 'Identification and Designation of Heritage Assets' section of the guide includes pages on Registered Parks and Gardens and Battlefields.

HE also publish very useful guidance notes on a range of directly relevant topics via their publications page: <https://historicengland.org.uk/images-books/publications/>. These can help particularly when considering the impact that a specific type of development might have on a historic designed landscape and often suggest mitigating measures. The following are perhaps some of the most frequently useful:

- Farming the Historic Landscape: Caring for Historic Parkland
- Golf in Historic Parks and Landscapes
- Paradise Preserved: Conservation and Management of Cemeteries
- Easy Access to Historic Landscapes
- Mineral Extraction and the Historic Environment
- Outstanding Beauty: Outstanding Heritage – AONBs and the historic environment
- Wind energy and the Historic Environment
- Temporary Structures in Historic Places: Guidance for local planning authorities, site owners and event organisers

The 'search' facility on this page works very well too if there is a particular topic you wish to focus on e.g. trees.

You can sign up for HE's monthly planning bulletin here <https://historicengland.org.uk/advice/planning/planning-system/planning-bulletin/>. This is a useful digest of heritage planning news.

5. Campaign to Protect Rural England (CPRE)

CPRE has an excellent website area on **Resources – Housing and Planning**, offering collated background information on such issues as Greenbelt land. www.cpre.org.uk/resources/housing-and-planning

Of particular use in this section, and clearly written is **How to Respond to Planning Applications - An eight-step guide**. However, it does not have a specific focus or mention of historic designed landscapes. It is a lengthy download – you might decide to read it only on screen or request a hard copy. It gives excellent step-by-step guidance which can be supplemented with specialist interest in the designed landscape. Do use it.

Of fundamental use, is a similar booklet in this series, **Planning Explained**, which does just that. You can also find this document in this resource list, and again it's large and perhaps better on screen or in booklet form; similarly, their newest publication in this series, **How to shape where you live: a guide to neighbourhood planning**. Please note – in this section their guidance on Local Development Frameworks is now out of date since the arrival of National Planning Policy Framework (NPPF).

Generally, CPRE keeps this section up to date with its position papers on new legislation and guidance. It has received funding to encourage greater community involvement in the planning system so it should continue to be a great resource.

6. Planning Portal

This is the UK Government's online planning and building regulations resource for England and Wales. It is usually the best port of call for up-to-date information.

The website gives advice and services for members of the public, planning professionals and government on planning and building regulations. www.planningportal.gov.uk

It has little or nothing specifically on Registered Parks and Gardens but is great as a general source of planning information. The most useful section is 'Planning' in the horizontal tabbed index – then 'About the Planning System' for all sorts of really useful documents.

To sign up for the weekly **Planning Portal News** go to www.planningportal.gov.uk/general/news then click on 'Register' on the top toolbar. It might sound a little dry but it is a digest of current and emerging issues, as well as highlighting major developments going through the planning system. It takes two minutes to run your eye over for relevant news.

There is a useful page explaining Neighbourhood Plans, from April 2012, as part of the Localism Act changes (see also section 9 of this handout): https://www.planningportal.co.uk/info/200130/common_projects/42/neighbourhood_planning.

You can easily link into your local planning authority from here – you can find it from the Home page by clicking 'Find Your Council'.

You can check what stage your local planning authority has reached in producing its Local Plan. Go to www.planningportal.gov.uk/planning/planningsystem/localplans - Go to the section entitled 'Monitoring Local Plans' and click on the links there to PDFs or excel documents showing what stage plans are at.

There is usually a section here giving guidance on how to comment on your Local Plan under www.planningportal.gov.uk/planning/planningsystem/havingyoursay. Select the Local Plans tab, which takes you to useful information.

For guidance on the **Appeals Process**: www.planningportal.gov.uk/planning/appeals/guidance/guidancecontent

7. National Amenity Societies

These organisations are very important allies for CGTs – they are national societies interested in the historic environment of England and Wales. They include such groups as the Ancient Monuments Society, Council for British Archaeology, Garden History Society, Georgian Group, Society for the Protection of Ancient Buildings (SPAB), Twentieth Century Society, and Victorian Society. They have come together to create this website to gather information to help the public understand various aspects of conservation and how to find more information. A useful browse: <http://heritagehelp.org.uk/>

8. Planning Aid England (PAE)

PAE is an independent advisory service, run by the Royal Town Planning Institute (RTPI). Unfortunately, PAE no longer runs its telephone helpline, but does have a useful online knowledge base where you may be able to find the answers to your queries www.rtpi.org.uk/planningaid.

They offer free advice and assistance on cases for certain individuals and community organisations. You can have a look at what they do and check their criteria here: <http://www.rtpi.org.uk/planning-aid/what-we-do/>

Their general resource page can be found here:

<http://www.rtpi.org.uk/planning-aid/planning-explained/>. There are some really excellent and simple to use resources here, even though there doesn't appear to be any mention of parks and gardens...

There are regional branches of Planning Aid England and you can link to these from the main site under the tab 'The RTPI near you'.

9. Design Council

They have picked up hosting various guidance documents which were previously published by the former Commission for Architecture and the Built Environment (CABE) and also developed resources of their own. You can search on their resources page:

<http://www.designcouncil.org.uk/resources/search>

Of particular use is a document which describes the use and content of a good design and access statement: <https://www.designcouncil.org.uk/resources/guide/design-and-access-statements-how-write-read-and-use-them>

You might find their guidance on design in neighbourhood planning of particular interest: <http://www.designcouncil.org.uk/resources/guide/design-neighbourhood-planning>

10. Gov.uk

Government documents are now being placed on one portal site. The DCLG is the key government department leading on planning legislation. You can download full policy documents from here, such as copies of the National Planning Policy Framework. There is also now a guidance document which is coming in to force shortly. You can find both via this government website run by the DCLG, and sign up to receive bulletins on any updates made to guidance etc.:

<http://planningguidance.planningportal.gov.uk>

Gov.uk also offers a plain English guide to the Localism Act which is very readable:

<https://www.gov.uk/government/publications/localism-act-2011-overview>

11. Specific Guidance on Localism and Neighbourhood Planning

The impact of implementation of the Act and its clauses on neighbourhood planning are still to be fully felt.

Planning Aid England keeps an eye on this – you can see their latest articles by searching on their site using 'Neighbourhood Planning', under the Planning Advice tab on the home page, and see what pops up: www.rtpi.org.uk. They run various seminars on this topic and publish papers and presentations, so if this is an area that you are getting involved in, then well worth a read.

And, as described above, CPRE has an excellent, but longish, booklet to help get involved in neighbourhood planning: *How to Shape Where You Live: A Guide to Neighbourhood Planning* which you can download from their website or request in hard copy.

There is also this useful publication on the Gov.uk website:

<https://www.gov.uk/government/publications/neighbourhood-planning>

12. Mapping Resources

You can use the public interactive mapping website MAGIC <http://magic.defra.gov.uk> to look at a site and see what designations might cover it e.g. whether there are listed buildings, scheduled monuments etc.

To use MAGIC

1. Click on 'Interactive Map' or 'Get Started'
2. Type in the location of your site
3. In the left hand column, select the criteria you want to examine.
There are numerous layers to try out.
4. Keep clicking + to expand whichever subject you are interested in.

To view old Ordnance Survey maps of a site, you can go to Old Maps Online. Whilst not ideal, and a little clunky, it will give you an adequate map succession of a site:

www.old-maps.co.uk/index.html You can search on grid reference or name of site.

The National Library of Scotland also provides a great online collection of old OS maps covering the whole country, at all scales <https://maps.nls.uk/os/>.

13. Historic Environment Records

All local authorities are required to gather information on their historic environment. Many have excellent websites enabling you to search these records online. Your starting point could be the Heritage Gateway – hosted by Historic England and a portal to all sorts of useful databases and links, both of text and images: www.heritagegateway.org.uk/gateway/. You can click on Historic Environment Records down the left hand side menu to find your local authority's records.

14. 'Hard Copy' Bibliography

Both of these publications are unfortunately now out of date as they refer to PPG15 and PPG16 which were the key pieces of planning policy relevant to historic designed landscapes prior to the arrival of the NPPF and even its precursor, Planning Policy Statement 5 (PPS5). However, both usefully discuss potential threats to these landscapes in a logical fashion, helping to identify what aspects of a landscape might be harmed by developments.

Dingwall, C and Lambert, D *Historic Parks and Gardens in the Planning System: A Handbook* The Garden History Society/The Landscape Design Trust (1997)

Essex Gardens Trust *Historic Designed Landscapes – Planning and conservation guidance* Essex Gardens Trust (updated and reprinted 2004)

15. And there's even a blog...

Well, you might be interested! You might not always agree with the blogger but he is usefully up to date and demonstrates some of the dilemmas involved. You can sign up to receive his latest offerings which arrive about every 10 days or so: www.planninglawblog.blogspot.co.uk

16. And it's only a short step from there to Twitter...

There's even an HE Planning Advice Twitter feed – follow this at @HeritageAdvice. Such fun!

If you come across other useful links which might be helpful for other CGT members, please do let everyone know, via our CGT Forum on the GT website <http://thegardenstrust.org/conservation/forum/>.

Please note that of course web pages are updated and these links may change at any time.

Historic Landscape Project
Updated October 2018, February 2019, June 2020

Summary:

www.thegardenstrust.org
<http://thegardenstrust.org/conservation/hlp-hub/>
<http://thegardenstrust.org/conservation/forum/>
<https://www.facebook.com/groups/950605768331048/>
<http://thegardenstrust.org/conservation/hlp-hub/cgt-guidance/conservation-casework-log/>
<http://thegardenstrust.org/conservation/conservation-publications/>
<http://thegardenstrust.org/conservation/conservation-management-plan-project/>
<http://www.parksandgardens.org>
<https://www.historicengland.org.uk/listing/the-list>
<https://historicengland.org.uk/advice/planning/planning-system/>

<http://www.english-heritage.org.uk/about/multimedia-library/nppf/>
<https://www.historicengland.org.uk/images-books/publications/conservation-principles-sustainable-management-historic-environment/>
<http://thegardenstrust.org/conservation/hlp-hub/cgt-guidance/significance/>
<https://www.historicengland.org.uk/images-books/publications/gpa3-setting-of-heritage-assets/>
<https://www.historicengland.org.uk/advice/hpg>
<https://historicengland.org.uk/images-books/publications/>
<https://historicengland.org.uk/advice/planning/planning-system/planning-bulletin/>
www.cpre.org.uk/resources/housing-and-planning
www.planningportal.gov.uk
www.planningportal.gov.uk/general/news
<https://1app.planningportal.co.uk/YourLpa/FindYourLpa?>
https://www.planningportal.co.uk/info/200130/common_projects/42/neighbourhood_planning
www.planningportal.gov.uk/planning/planningsystem/localplans
www.planningportal.gov.uk/planning/planningsystem/havingyoursay
www.planningportal.gov.uk/planning/appeals/guidance/guidancecontent
<http://heritagehelp.org.uk/>
www.rtpi.org.uk/planningaid
<http://www.rtpi.org.uk/planning-aid/what-we-do/>
<http://www.rtpi.org.uk/planning-aid/planning-explained/>
<http://www.rtpi.org.uk/planning-aid/planning-explained/planning-pack/>
<http://www.designcouncil.org.uk/resources/search>
<https://www.designcouncil.org.uk/resources/guide/design-and-access-statements-how-write-read-and-use-them>
<http://www.designcouncil.org.uk/knowledge-resources/design-neighbourhood-planning>
<http://planningguidance.planningportal.gov.uk>
<https://www.gov.uk/government/publications/national-planning-policy-framework--2>
<http://planningguidance.planningportal.gov.uk>
<https://www.gov.uk/government/publications/localism-act-2011-overview>
www.planning-applications.co.uk
<https://www.gov.uk/government/publications/neighbourhood-planning>
<http://magic.defra.gov.uk>
www.old-maps.co.uk/index.html
<https://maps.nls.uk/os/>
www.heritagegateway.org.uk/gateway/
www.planninglawblog.blogspot.co.uk
<http://thegardenstrust.org/conservation/forum/>

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