



**Meeting notes of a Council Meeting of the Institute of Historic Building
Conservation held virtually via GoToWebinar
on Thursday 24 February, starting at 5.00pm
Chair: Mike Brown, IHBC President**

Present

Natalie Aldrich	Lindsay Cuddy	Michael Hendry
Clive Alexander	Daniel Cummins	Rachel Higgs
Nabeela Ameen	Louis Curtis	Jarrold Hill
Matthew Ashton	Louisa Davidson	Kathryn Hilsden
Peter Badcock	Alison Davidson	Helen Hockenhull
Sera Baker	Devon Decelles	Peter Hoey
Joanne Balmforth	Aida Dehpour	Sarah Homer
Heike Bernhardt	Andrew Derrick	Jane Jackson
Olivia Birks	Harriet Devlin	Trisha Jean-Marie
David Blackburn	Alan Dickinson	Lizzy Johnson
Sarah Bone	Katherine Doak- Keszler	Sharon Kelly
Michael Booth	Sean Doran	Catherine Kemp
Kirsty Braes	Mark Douglas	Sarah Kettles
Adrian Browning	Jonathan Duck	Bob Kindred
Nichola Burley	David Eade	Mary King
Paul Butler	Joanna Ecclestone	Kalina Kuteva
Sophie Button	Crispin Edwards	Liz Laycock
Hilary Byers	Martin Ellison	Lone Le Vay
Declan Cahill	Jo Evans	Graham Lee
Des Cairns	Michael Foley	Mark Lidster
Helen Cal-Fernandez	Alan Forster	Abigail Lloyd
Franziska Callaghan	Julia Foster	Joao Lopes
Elizabeth Campbell	Edward Freedman	Ciaran MacCullagh
Eric Carter	Andrew Fuller	Patrick Maguire
Martin Castle	Tony Garratt	Gaynor Mallinson
Jill Channer	Claire Gayle	Andre Mangion
Felix Charteris	Anna Grant	Nicola Mason
Tegan Chenery	Lucy Gray	Liz Mayle
David Clark	Martin Hall	Katie McAndrew
Kevin Clark	Sarah Hannon-Bland	Alison McCandlish
Kylie Coles	Paul Hartley	David McDonald
Paul Collins	Tessa Harvey	Joanne McKay
Oonagh Cranley	Andrew Hayes	Tony McKenty
Jamie Crew	Peter Hayes	Penny McKnight
Lucy Crowther		Vicky Mellor

Kerrie Melrose
Renato Messere
Christopher Middleton
Kim Miller
Debbie Moore
Jason Mordan
Olivia Morrill
Russell Morris
Rita Mullen
Kate Newell
Fiona Newton
Sean O'Reilly
Katharine Owen
Eva Palacios
Keri Parkinson
Rachael Parry
Keith Parsons
Thomas Pinner
Liz Pollard
Lydia Porter

Marianna Porter
Ben Pratley
John Preston
Darren Price
Sanchita Raghunathan
David Rawlins
Dan Raymond
Steven Robb
Stuart Robinson
Gaby Rose
Carole Ryan
Joanna Saady
Illan Santos
Andrew Shore
Susan Smith
Caroline Sones
Sheila Stones
Kevin Stubbs
Stella Sudekum
Nancy Tanner

Joanna Theobald
James Thomas
Rebecca Thompson
Carl Thorgaard
Alice Ullathorne
Diane Vaughton
Sophie Waite
John-Paul Walker
Lee Walton
Mark Watson
Vicky Webster
Jude Wheeler
Christine White
Ben Williscroft
Tristan Wilson
Rory Wilson
Sammy Woodford
Katie Wray

Apologies for absence

None received.

Introduction from Mike Brown, IHBC President

Mike Brown (MB) welcomed everyone to the third Council meeting under the new governance and structure following adoption of the Articles of Association at the AGM in December 2020. This meeting will focus on practice training around listed building consents with a presentation by Victoria Thomson of Historic England, but he encouraged those from the other home nations and overseas to contribute. The Council meeting will be followed immediately by the national AGM and MB encouraged attendees to stay on for that if possible. After the formal business at the AGM there will be a chance to discuss matters of interest including the changes to the affiliate membership category status.

Council Business updates

MB noted that nominations for the Marsh Awards were being sought. There are two awards one for civic contributions since retirement and the other for those who had been successful in training / learning of traditional skills and trades. The closing date for nominations is 31 March - [Index | Marsh Awards \(ihbc.org.uk\)](#)

Chairs update

David McDonald (DMcD) gave an update of activities that had taken place since the last Council meeting in March 2021, much of which had been reported on the NewsBlogs.

- The institute's finances had remained stable throughout the pandemic much of which was due to retention of members and the income from the

IHBC Jobs etc service. Savings had of course been made on travel as meetings moved to virtual platforms rather than in person.

- The move to online meetings was a steep learning curve for the national office as well as those attending. In December the first hybrid trustees meeting took place to find out how this might work going forward, although it is hoped that in person meetings can happen as the year goes on.
- DMcD noted the success of the Brighton 2021 Annual School which again was a virtual event and expressed thanks to the South East branch for all its hard work in making that such a good event ([IHBC Annual School](#)). He particularly noted the presentation by Jan Gehl on innovative changes which made for a very interesting talk.
- The 2022 Annual School in Aberdeen ([IHBC Annual School Aberdeen 2022](#)) will be a hybrid event but it is hoped that as many people as possible will be able to attend in person. A recorded presentation by Griff Rhys Jones, President of the Victorian Society, will be shown at the school. Booking for the school will open in March.
- A Branch Re-Connection session took place in November to help understand the problems branches had experienced during the pandemic and explore how the institute can support them to move forward.
- There is a Governance Working Group looking at developing new bylaws that will sit below the Articles of Association. There are a number of non trustees on that group all of whom have experience of governance development in other organisations.
- All Party Parliamentary Group on Conservation Places and People (APPG CPP) had been slow to start but was starting to pick up with a recent inquiry on the Value of Conservation. A new chair has recently taken over, John Grundy, MP for Leigh in the North West ([Conservation Places and People APPG – All Parties Parliamentary Group](#)).
- DMcD drew the meetings attention to the monthly CPD Newsletter, which now with more providers, covers a wide range of CPD topics so do check it out.
- IHBC had a virtual presence at the recent COP26 climate change summit in Glasgow in partnership with other organisations such as SPAB and BEFS. IHBC hosted a 'helpdesk' though out the event and had a series of very interesting interviews which are now available as podcasts on the IHBC YouTube channel ([IHBC - YouTube](#)).
- An overseas members Working Group has been set up with Rita Mullen as co-ordinator. Rita said that she had been in communication with Ian Tan and as a result a survey will be sent to the 70 or so members outside the UK to connect and get to know each other. Fiona noted that the survey will be sent soon and encouraged overseas members to complete it and get involved in the group.
- At this time no future meeting dates had been arranged, it is hoped the next one can be a blended/hybrid meeting so that some can meet in person and others can join virtually. There are some practical issues to overcome in order to achieve this.

Practice Focused CPD – Listed Building Consents

Victoria Thomson, Head of National Strategy, Historic England

The presentation was about the context, preparation and content of the Historic England Advice Note 16 (HEAN16) on Listed Building Consent Advice. While this advice note of course only applies to England VT was aware that there are various common issues across the home nations and overseas so would be interested to hear comments, insights and issues from others. A poll was run to ask for those that had used the HEAN16 had it proved useful? The results showed 91% said yes, which VT felt was very encouraging.

Historic England (HE) produces Good Practice Advice Notes, of which there are 4, and when there is a need or a gap in information it produces Advice Notes on various topics (currently 16) which available on the HE website ([Search All Publications | Historic England](#)). Any suggestions for topics do get in touch, governmentadvice@historicengland.org.uk

The Historic Environment Forum set up the Historic Environment Protection Reform Group as a working group to devise solutions to address resource changes in local authorities and had wide representation within the group, including the IHBC. Workshops were held to raise proposals which were then narrowed down and consulted on. Changes in the planning system and proposals for streamlining consents in the White Paper, which came out in 2020, meant the need for this advice became more urgent. Because of the brand recognition for HEANs (regularly referred to by planning inspectors) it was decided HE would produce the document.

HEAN16 aims to support owners of listed buildings, along with the guide for owners (HEAN2) as research shows many owners don't know where to go to get advice. It gives general advice on the process and assistance through examples to judge whether a change would need listed building consent, but it can't cover all scenarios and eventualities so owners are advised to make their own checks as well. Most changes are internal, things like doors and windows as shown by research. The document hopes to strike the right balance between protection and flexibility.

Cadw has its own guidance on Managing Change in Listed Buildings ([Managing change to listed buildings | Cadw \(gov.wales\)](#)) along with other guidance and advice. HES has a short document of broad principles to be followed for listed buildings in the Scottish planning system (Managing Change in the Historic Environment: [Interim document on the principles of Listed Building Consent](#))

Des Cairns noted that the province is still finding its feet after changes and reorganisation to local planning authorities, although there are concerns over the lack of training in conservation and for those making the decisions. The Dept of Environment in Northern Ireland also have similar advice available ([Historic Environment Advice and Guidance in the Planning Process | Department for Communities \(communities-ni.gov.uk\)](#))

Anna Grant noted it was useful to hear what is going on in the rest of the UK. In Scotland HES has a wide range of advice on its website for home owners and professionals ([Managing Change in the Historic Environment: Setting | HES | History](#)). Anna asked if HE see the HEAN16 as a way of potentially reducing planning applications? VT the HEAN16 is meant as a multistranded agenda for

the advice note that hopes to help local planning authorities as well as addressing reform issues.

Questions and observations

Crispin Edwards

The obvious problem is that LPAs increasingly don't have specialist advice available, so that their advice to owners is properly informed. Too many LPAs are relying on not being brought to account through the complaints/ombudsman system, for not having access to the right advice when carrying out their statutory functions; is HE seeking to address this problem?

Bob Kindred

A 2015 HE survey of LB owners found that 51% of LB owners sought advice about alterations from their builder because COs were so difficult to get hold of and anecdotal evidence suggests 60-70% of work to listed buildings is done without LBC. Mission to explain? Discuss?

Jonathan Duck

Hello Victoria, thanks for the presentation. I note the HEAN talks about when upwards of 25% of a roof is to be replaced, one might need to apply for building regs approval. However, I note that in Marianne Suhr's book on eco retrofit, (endorsed by SPAB) it suggests this threshold is 50%. It is entirely possible I have misunderstood this, but could you please explain how you and the buildings regs people arrived at this figure - and if I'm not mistaken, why there's the anomaly?

Mark Watson

Q from Scotland: why are chimney cowls that might be added by gas fire installers to keep chimneys in use, similar to what Victorians did, always a case for LBC?(I am not familiar with HEAN, but we have Managing Change guidance and had the late and extremely detailed Memorandum)

Harriet Devlin

Does the conversion/reuse of a traditional farm building in the curtilage of a Listed Grade II house require LBC? New openings would be required

Devon DeCelles

The guidance is very detailed, was there consideration in creating a much shorter principle based, guidance?

Liz Mayle

If specialist advisors are used by HE and the LPA, many of whom have appropriate qualifications and experience, is there a risk that important features and fabrics will be lost because owners do not have the same level of knowledge? I once had an applicant seek to remove a Chinese Chippendale secondary staircase as she thought it to be 1950's is an example comes to mind. VT specialist advice is a key issue and hope this will prompt owners to get advice from specialists or from the other information that is out there.

Steven Robb

HES have an Interim document on Listed Building Consent - we are working on a new document which will have a similar focus on decision-making - but won't go into the detail on what needs consent.

Katie McAndrew

How is HE going to proactively disseminate this information to conservation officers across the country to ensure there is consistency between authorities in what LBC is asked for? VT said that HE is still working on this as it is aware training is not reaching all the people that it needs to, so ideas and suggestions would be welcome. Currently via a special twitter account, press releases and links on its website etc.

Mary King

Has the HEAN 16 advice been tested in Appeals or in the courts yet? VT not that she is aware of but will check with legal colleagues.

Katie Wray

This is very welcome guidance, but have you had much push back from Conservation Officers? I routinely use the 'Exchange of Correspondence' method, but it is a mixed response from some Officers, who believe that absolutely everything needs consent. VT responded that as yet no 'push back'. It is a way to encouraged by the consistency in practice but would welcome feedback.

Tony Garratt

I find roof repairs to be the most challenging. Particularly if you need to make minor changes because of material availability. The potential to trigger bat surveys actually harm buildings that are leaking. I try to use common sense.

Paul Butler

Has there been any research into the scale of avoidance (deliberate or inadvertent) of LBC legislation? VT not aware of any and no research currently. HE may hear anecdotal comments or specific cases but where HE is made aware then action will be taken. This could include advice note preparation, the building preservation notice indemnity pilot was in response to a situation and in some cases will flag to government departments as well.

Paul Butler

Where there are areas of doubt, is there any alternative to asking the LPA for a view, even where (i) there may not be a conservation officer (ii) the person performing this role may not be either properly qualified or accredited? Do you have any data or details on the take up of Certificates of Lawfulness of Proposed Works? On the face of it, it should be a popular option to establish certainty at no cost. But I wonder if this is not used as widely as it might be and if not why not? VT aware of resourcing issues, lot of material out there on various websites.

Does HE plan to produce detailed guidance on the issue of harm and the levels of harm? There is a tendency for the level of harm to be sliced as if it is a sliding scale balancing harm and benefit and arbitrary words are given to the level of harm by each side.

Also on harm, recently there seem to have been a number of refusals for relatively minor levels of harm on domestic buildings because there is no demonstrable public benefit to balance the harm. Could this also be considered in guidance and how might the issue be addressed.

Mary King

How will IHBC be celebrating its 25th anniversary? Yes, there a report with ideas will be considered at the next trustees meeting in April.

MB thanked Victoria Thomson for the presentation and everyone for their attendance and input, then closed the Council meeting at 6.02pm