

Exmouth Conservation Area Management Plan

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1.0 Introduction

- 1.1 A Conservation Area Character Appraisal provides the basis for developing management proposals for a conservation area. There is a requirement under Section 71 of the Planning (Listed Building and Conservation Areas) Act 1990 of all local authorities to review their conservation areas and publish proposals for their preservation and enhancement.
- 1.2 The Management Plan outlines the policies and guidance to be applied to conservation areas both generic and local. Guidance produced in terms of local policy and guidance, in the form of development briefs for example, will be linked to the Local Development Framework in order to carry weight in planning decisions.
- 1.3 Proposals will take the form of mid to long term strategies and include the setting of objectives arising from the Conservation Area Appraisal. All aspects of control within conservation areas will be addressed, from monitoring change to formulating strategies for decision making, buildings at risk, Article 4 directions, trees, biodiversity and the public realm.
- 1.4 The management plan will need to be realistic, bearing in mind the resources likely to be available and will need to be updated on a 5 year cycle, in-line with the review of the Conservation Area Appraisal. The plan will define priorities for the conservation area while recognising limitations of planning controls and resources.

2.0 Enhancement Within the Public Realm.

- 2.1 The character and appearance of public spaces, rights of way and commercial centres in conservation areas are paramount in defining a sense of place and local distinctiveness. Where character is eroded through either neglect or unsympathetic alteration solutions should be sought to enhance the public realm of the conservation area. This may involve the reinstatement of traditional shopfronts in historic town and village centres, the replacement of inappropriate pavement surfaces or the enhancement of public spaces.
- 2.2 A degree of creativity is needed with regard to resources, both financially and administratively (please refer to appendix B). Partnerships will need to be formed to initiate projects and to ensure match funding when this is appropriate. While enhancement projects are now often seen as a means of regenerating an area many conservation areas are not considered eligible for such funding. English Heritage 'Partnership Schemes in Conservation Areas' for example need to have exceptional measurable results and comply with regional and local government historic environment strategies.
- 2.3 The Exmouth Conservation Area Appraisal outlines several aspects of the built environment that contribute to the loss of its overriding character and appearance:
- **The loss of original windows with extensive PVCu replacements.** This problem is evident throughout all areas of the conservation area and the cumulative impact is probably more damaging than any other single type of building alteration. Many cases can be dealt with through enforcement procedures although the number of unlawful replacement windows in Exmouth is now so high that a piecemeal approach would be onerous and more extensive approach would be more appropriate. The replacement of windows within the conservation area can be

controlled in listed buildings and in unlisted building where this constitutes development (e.g. flats and accommodation above shops). This amounts to a large proportion of the properties in the Exmouth conservation area. While replacement windows can be controlled through the development control system and Article 4(2) Directions (please refer to Appendix E) the financing of such works would need to be considered with partnership funding from bodies such as English Heritage. However, since the eligibility for such funding is prescribed by rigorous criteria the opportunities for such investment would be limited in Exmouth. Bicton Street is subject to an Article 4(2) direction with



A large proportion of windows in Albion Street have been replaced with unsympathetic PVC and aluminium units. The top-hung mode of opening of many of these windows are quite obtrusive within the wider street scene.

respect to windows and it is evident that many original windows have been replaced unlawfully. This is particularly apparent on rear elevations and there are also several examples of listed buildings where PVCu and unsympathetic modern style timber windows have been installed. This is a clear example where comprehensive enforcement action is urgently required to prevent the ongoing trend of replacement windows. The matter of reviewing Article 4(2) directions in Exmouth will be covered in section 4 of this document.

- **Poor condition of prominent buildings within the conservation area.** Since the original appraisal survey of Exmouth in 1999 an increasing number of occupied and mostly vacant properties have deteriorated into a poor state of repair. Some listed buildings are included on the local Buildings at Risk register. While many buildings lack ongoing maintenance and external decoration others are in a more perilous state with missing windows, broken roofs and blocked gutters and downpipes. When historic buildings get into such a state the ingress of water can begin to destroy their structural integrity and in some cases impact upon neighbouring properties. In some cases larger properties are left to fall into a state of disrepair so that their demolition and replacement presents a more attractive alternative. However government guidance is clear that this should not be a material consideration when determining applications for Conservation Area Consent. In terms of powers available to the Council listed and unlisted buildings in conservation areas can be subject to Repairs or Urgent Works Notices depending upon their occupancy. Historic properties within Exmouth Conservation Area that are of concern at this time include 36/37 The Strand, 5 Henrietta Road and 40 The Strand. Each of these cases are subject to ongoing action and negotiation but remain at risk from further deterioration.



An early nineteenth century grade II listed building with water penetration from blocked gutters.

- **The loss of original detail from commercial frontages.** While there are several surviving original shop fronts in Exmouth there are many unsympathetic replacements with overly deep plastic or metal fascias and featureless shop windows. The reinstatement of traditionally proportioned and constructed shop fronts would be seen as a form of enhancement having a significant impact upon the character and appearance of the conservation area. This is particularly evident in Albion Street where the shopping area towards the lower end has declined in recent years. However there is still a good mix of independent shops and this area in particular could benefit from enhancement through regeneration schemes. The resources required to

carry such work is currently very limited and grants are always subject to match funding. Such enhancement works could include the reinstatement of traditional shop fronts, the reinstatement of timber sashes on the upper floors and the external decoration of buildings.

3.0 Design in Exmouth Conservation Area.

- 3.1 Design is expressed through many means and as the evolution of Exmouth has resulted in a rich diversity of traditional design a broad brush approach cannot always be applied. The development control process always considers proposals for development on individual merits and the character and attributes of each site. However, there are aspects of the conservation area's identity that can be highlighted as a steer towards good design.

- 3.2 In terms of urban grain or the layout of buildings within the conservation area there are two distinct areas. Firstly the area east of the town centre is defined by terraced properties of varying heights but predominantly of two and three storeys. This area also comprises of buildings constructed around more formal squares such as Windsor Square and the green space occupied by Holy Trinity Church. The second principal character area is the area of the town forming the elevated terraces overlooking the seafront (The Beacon, Louisa and Trefusis Terraces). These are relatively high status properties of between two and four stories with more significant off-shuts and tenements to the rear. The footprint from any new development should follow closely the urban grain and layout of these areas. New development should be consistent with the footprint depth of neighbouring properties in addition to following the trend of building height and numbers of floors. Development that follows suburban layouts or does not appear coherent with the urban grain of the conservation area should be strongly resisted.

3.3 The Conservation Area Appraisal includes significant extensions to the conservation area boundary to include later nineteenth century suburban development in The Avenue, a significant section of the commercial town centre and a large section of the Victorian seafront development west of The Beacon. Design in these areas involves some different issues to those found within the established conservation area. For example the design of appropriate shop fronts and signage in particular will more applicable to the commercial area of the enlarged conservation area. Where the conservation area has been extended to include much of the Victorian sea front design issues will be centred around landscaping for most part and also new seafront and beach buildings. Exmouth is undergoing some significant re-development of its seafront, particularly to the east of the extended conservation area. However the design of new buildings should be managed in a way that complement s the significance of the conservation area.



The urban grain of the conservation are is a fundamental character tool for any new development. While Bicton Street (above left) and The Beacon (above right) are very different in character they share a similar dense urban grain and building proportions.

- 3.4 New development must make every effort to follow the rhythm of traditional buildings in the conservation area. Proposals need to follow the rhythm of dormers, projecting bays and chimney stacks where appropriate. This would apply to proposals to add new buildings onto the end of existing terraces or to infill gap sites.
- 3.5 Where new windows are proposed for existing openings or new apertures in existing and new buildings the design and detailing should match that of existing traditional windows in the area where this is appropriate. Proportions of window openings need to have regard to the predominance of portrait orientated sliding sash windows. Top or bottom hung modern units should be avoided and where compliance with thermal insulation is required in unlisted



Replacement windows should follow the design and layout traditional to the age and character of the property. Modern interpretations of these ought to be avoided.

buildings care must be taken to achieve the same glazing bar profiles as traditionally constructed windows. The division of the sashes will depend upon the age of the building and the proportions of individual panes is crucial. For instance the late eighteenth century properties tend to have six or eight light sashes while later Victorian and Edwardian sashes were made with single sheets of glass without glazing bars.

- 3.6 Contemporary design in the historic environment can add vibrancy and variety while respecting the form and character of surrounding traditional architecture. It is often considered that a first class contemporary approach incorporating good quality materials and finishes that will stand the test of time is a more honest contribution to the growth and evolution of a historic settlement. There are circumstances where a markedly contemporary design approach could be successful in Exmouth. This approach may be appropriate in the context of extensions and additions to historic terraces or in cases of larger plots with a landscaped setting. However, design should take a lead from local architectural traditions and distinctiveness. New design should be site specific and use materials that reflect the character of the area and that weather well.
- 3.7 With regard to building materials there is an overwhelming prominence of rendered brick and rubble walls and slate roofs. Where elevations are not rendered they tend to be faced with well-pointed brickwork, usually of a Flemish or stretcher bond. These are more commonly found in Bicton Street, Bicton Place, The Avenues and The Beacon. These are a vibrant red/orange



Matching building materials should be considered carefully, particularly with bricks and local stone.

handmade brick and where a match for this is required care should be taken to source an acceptable match. Good quality natural roof cladding adds considerably to the character of the town's roofscape. Artificial slates and concrete tiles should be avoided. Boundary walls consist of a mixture of brick, rendered rubble and limestone. Such diversity adds to the richness of the conservation area and should be continued in the construction of new boundaries. Most types of fencing are suburban in appearance and should be resisted in prominent locations.

- 3.8 More specific guidance relating to shopfront design, signage and traditional window construction are included in more generic design guides for the wider district. While such features are of great consequence to the character of the conservation area they are less indicative of individual conservation areas. There are however some variations in styles throughout East Devon and these will be referred to in future guidance.
- 3.9 One distinctive characteristic of Exmouth's conservation area is the high quality architectural detailing to doorcases and railings in particular. Many of these survive from the late eighteenth and early nineteenth century. There have also been many inferior copies made since and it is these that dilute the quality of the character of the conservation area. Many doorcases have been removed for various reasons and where these are to be reinstated they must follow the attention to detail of the originals with accurate cornice mouldings and inset panels to the door reveals. Likewise the reinstatement of iron railings, many of which were removed during the second world war should be bespoke and not off-the-peg modular units. Care should also be taken with the replacement of other key architectural features including chimney pots, rainwater goods and hoppers, ridge tiles and ironmongery.
- 3.10 Sustainable design within the conservation area will be actively encouraged. This will form a significant part of future government policy in the historic environment and this is a key agenda of the Council. This may vary from the

retention and conversion of existing buildings rather than demolition to promoting the use of locally sourced building materials. High levels of thermal insulation can be applied to traditional forms of design and measures such as grey water recycling and taking greater advantage of solar gain can help reduce the impact of buildings on the environment. Domestic energy generation through solar panels and wind turbines may be acceptable in non-obtrusive locations within the conservation area. English Heritage has published recent guidance on microgeneration in the historic environment which can be viewed via www.english-heritage.org.uk. Solar panels for example can be mounted on frames in rear gardens and enclosed with hurdles or planting. New development may need to be designed to stringent sustainability codes and care must be taken to reach the required level of insulation while not compromising the aesthetic of the building. Indeed sustainable measures can drive the design concept of a new building or extension with larger areas of glazing providing solar gain and louvers or vents providing passive ventilation.

- 3.11 While it would be expected that the majority of replacement windows in listed buildings would be facsimiles of the historic unit, Part L of the Building Regulations requires replacement windows in unlisted buildings in conservation areas to demonstrate compliance with the current prescribed level of thermal insulation. This usually requires either primary or secondary double glazing. Further guidance is contained in an East Devon District Council publication: 'Building Control/ Conservation Policy Guide'. The design of such windows will need to follow the pattern and construction of the original window as much as possible and although low maintenance materials may be considered in certain cases the presumption for replacement windows would be painted timber. Advances in building technology have developed slimline double-glazed units (11mm thick as opposed to standard 24mm thick units) which can sometimes be installed within traditionally constructed windows in unlisted buildings.

4.0 Article 4(2) Directions.

- 4.1 When the local authority has made a clear assessment of the special character of a conservation area through the Conservation Area Appraisal the local authority is able to serve a Direction under Article 4(2) removing certain permitted development rights outside the categories outlined in the Town and Country Planning (General Permitted Development Order) 1995 (GPO). Article 4(2) directions enable the local authority to withdraw permitted development rights for a prescribed range of development affecting the external appearance of dwelling houses such as windows, doors, roof claddings and front elevations.
- 4.2 With regard to the character and appearance of Exmouth the Conservation Area Appraisal has identified that the ongoing erosion of the character is partially due to the loss of original fenestration, particularly on properties in Albion Street, Louisa Terrace and the rear of Bicton Street. Bicton Street already has an Article 4(2) Direction and limited resources mean that policing change can be difficult. Commercial properties have limited permitted development rights and changes to shop fronts and upper storey windows can be controlled through the Development Management process with planning applications. Replacement windows in private dwellings are currently allowed without planning permission under permitted development rights. The majority of such replacement windows have been PVCu units which in most, if not all cases are detrimental to the character of the area. As fenestration is intrinsic to the detail and character of a building the replacement of original units must be controlled in a manner that preserves or enhances the character and appearance of the conservation area. Timber replacement windows would normally be encouraged as this tends to be a far more sustainable option in addition to preserving the character of the area.

- 4.3 The level of support for additional Article 4(2) Directions was invited through the public consultation. Responses to the consultation concentrated on the proposed extensions rather than controls over development within the existing areas. While it would be beneficial to consider tighter controls over replacement windows for instance in Albion Street where replacement PVCu windows is probably most evident, the level of resources to implement and monitor these controls are presently insufficient to be effective. The desirability to serve a Direction under Article 4(2) can be reviewed at a future date.



Article 4(2) Directions presently control replacement windows where this would usually be permitted development. This helps preserve the character of unlisted buildings in Bickton Street.

- 4.4 In the case of most historic buildings in conservation areas the repair of the original or later historic windows is always advised as this retains the character of hand-blown glass and the integrity of the building fabric. There are now proprietary products on the market that are used to replace rotten timber in windows and enables much of the original timber to be preserved. However,

there will become a time when even good quality timber will be beyond economical repair and the window or doors needs replacing.

5.0 Buildings at Risk at the Repair of Historic Buildings

- 5.1 Poorly maintained or dangerous buildings are often detrimental to the character and appearance of a conservation area. Grade I and II* listed buildings are included on the national register published by English Heritage and such buildings may be eligible for English Heritage grant funding. Buildings on the national register are monitored annually. There presently no buildings at risk on the national register within the Exmouth conservation areas.
- 5.2 The strategy for dealing with buildings at risk within the conservation area is based upon protocol advice given in the English Heritage publication; '*Stopping the Rot*'. This outlines the procedure for serving Urgent Works and Repairs Notices to ensure that a building is made weather tight or repaired appropriately. Should these measures be deemed ineffective the local authority is able to consider serving a Compulsory Purchase Order although this is a last resort. Although this procedure relates mainly to listed buildings the Secretary of State following consultation with English Heritage can serve Urgent Works and Repairs Notices on unlisted buildings in conservation areas that contribute positively to their character. There currently many listed buildings at risk within East Devon and therefore the most urgent cases need to be prioritised as resources to deal with all buildings at risk are very limited.

6.0 Management and Protection of Trees and Green Spaces.

6.1 Green spaces whether these are village greens, playing fields, parks or public gardens are intrinsic to the character and appearance of any conservation area. They form the framework and breathing spaces between buildings, local townscape. Many such spaces are offered additional statutory protection through local planning policies but nonetheless pressures for change and development can exist and their importance needs full recognition. Green spaces are identified in the Conservation Area Appraisal together with an appraisal of their significance and contribution to the character of the conservation area. Relevant local plan policies include policy RE1 (Recreation Land) which covers two areas within the extension to the conservation area; Manor Gardens and Strand Gardens. It is also worth mentioning that the open churchyard surrounding Holy Trinity Church in Rolle Street is an important green space within the existing conservation area. Strand Gardens which is within the proposed extension to the conservation area is currently undergoing significant enhancement works and will hopefully contribute more positively to the setting of the many listed buildings that face into the urban space.



6 . 2 *The open space opposite Bicton Place like many others in the conservation area are important to the character of the area and need to be managed in away that preserves or enhances the character and appearance of the area.*

Trees are often very much part of the visual structure of a town or village. In many cases their scale dominates surrounding buildings and spaces. Their retention and appropriate management therefore needs to be kept a high priority. The designation of conservation areas offers such protection to trees and woodland with a requirement for notice to be given to the local authority for felling, topping and lopping. This provides opportunity for the designation of Tree Preservation Orders (TPO's) on individual specimens or larger groups of trees. It is important that development which proposes to remove trees due to their condition or safety are replaced to help maintain the screening or amenity of the site.



Conservation Area status now gives some protection to important tree groups in The Strand and Manor Gardens. Trees in The Strand have recently been either felled or lopped in association with a major urban landscaping scheme.

6.4 Exmouth's conservation area has some prominent and important tree groups as highlighted in the Conservation Area Appraisal. The area to the south of The Beacon and Louisa Terrace has a dense band of trees and shrubs including exotic pines and cypresses which form an important backdrop to the conservation area. Equally significant are areas of native deciduous and ornamental trees in the areas proposed as extensions to the conservation area. Most notable are the mature specimens in the grounds of villas in The Avenues and those trees remaining in The Strand after recent felling and lopping of diseased and dangerous specimens. Replacement trees or additional planting should follow this mix of species where appropriate.

7.0 Summary

7.1 The management of any conservation area requires a multi-faceted approach. The erosion of character is almost always incremental and the removal of small building details or the addition of inappropriate extensions will have a marked effect over a longer period of time. It is therefore important to manage, monitor and enforce seemingly insignificant changes within the conservation area.

7.2 While mechanisms are in place for monitoring and managing change the greatest pressure will be upon resources available to provide comprehensive policing and financial means to contribute to the enhancement of the public realm.

7.3 The strengths of Exmouth's conservation area are reinforced by a strong architectural identity and a very distinctive topography providing a dramatic natural canvas upon which the town is set. Weaknesses are defined by inappropriate approaches to replacement windows and shop fronts, lack of maintenance of listed and unlisted historic buildings while ongoing threats to local character consist of the pressure to redevelop larger individual properties

and their land with the over development of larger apartment buildings. The conservation area appraisal and management plan together with future guidance documents must given due weight in planning decisions and the appeal process.

Appendices.

A Conservation Area Policy and Guidance

- A.1 Planning Policy for Conservation Areas is contained within The Planning (Listed Buildings and Conservation Areas) Act 1990. Sections 69-74 of the principal Act contains policies on conservation area designation and the levels of control upon various types of development. With regard to management plans, section 71 of the Act places a duty on local planning authorities to formulate and publish proposals for the preservation and enhancement of conservation areas.
- A.2 Planning Policy Statement 5 published in March 2010 has now been replaced with the NPPF (National Planning Policy Framework). This document is supported by a Planning Policy Guidance document published in April 2014. Chapter 12 of the NPPF is most relevant with regard to conservation areas and requires local planning authorities to consider the qualities and local distinctiveness of heritage assets and how these can be best preserved and enhanced. This will also include a measuring exercise of the threats to conservation areas and a recent national survey of conservation areas at risk is soon to be published.
- A.3 Policy EN11 and EN12 of the East Devon Local Plan 1995-2011 supported by paragraphs 4.79-4.84 outlines local policy in regard to proposals for the demolition of buildings and proposals for development and advertisements in conservation areas. The Local Plan is presently under review in line with the NPPF.

- A.4 In addition to generic and local policies for conservation areas more specific SPD (Supplementary Planning Guidance) is presently being prepared with regard to local lists which draws together criteria for identifying non-designated heritage assets as outlined in the NPPF. Unlisted buildings can be identified as being of local importance and significance, and this is a material consideration in determining any planning applications for development that would affect the significance of a particular building or structure.
- A.5 Development briefs for individual sites within conservation areas are invaluable tools in defining design and development constraints and opportunities. In respect to the historic environment they provide a character appraisal of the site and set out appropriate levels of massing and density, positioning and an appropriate palette of materials and finishes. Where there are opportunities for the enhancement of the conservation area through the restoration of historic assets on the site, or improvements to infrastructure and the public realm, legal Section 106 agreements may be recommended.

B Resources.

- B.1 With regard to regeneration and enhancement funding for projects within conservation areas the key is to consider as widely as possible the range of outcomes that can be secured for the area, and to consider whether they can be matched with public sources of funding. English Heritage and the Heritage Lottery Fund are the two main sources of direct funding for the repair and conservation of historic buildings and sites. Compared with the HLF, funding from English Heritage is much more restricted in scale and is targeted primarily at the most important elements of the historic environment. There are other smaller but significant sources such as the Architectural Heritage Fund.
- B.3 At a local level partnerships with building trusts, Devon County Council, local amenity societies and voluntary groups can be sources for funding and

identifying aspects of conservation areas in need of preservation and in some cases, enhancement.

- B.4 Resources in terms of administration of enhancement projects and seeking funding is presently very limited and it is therefore unlikely that any significant projects would be embarked upon in the foreseeable future.

C Decision Making and Procedures.

- C.1 Procedures to ensure consistent decision making need to be included within policies and guidance for conservation areas. In terms of development management policies for conservation areas, these will provide a generic framework for controlling erosion of the character and appearance of conservation areas.

- C.2 Monitoring planning appeal decisions by the Planning Inspectorate is a good mechanism in the decision making process. While some decisions are quite site specific there are general trends that emerge from time to time relating to certain types of development within conservation areas (for example replacement windows in flats above shops in conservation areas).

- C.3 Benchmarking the quality of design within the district is a valuable way to maintain good decision making and to improve the quality of the built environment in more general terms. The promotion of good design and the recognition of award winning developments will be a mechanism for helping Members and planning officers to understand more fully the attributes of good design. The Design Review Panel has been set up to scrutinise design within the district on a quarterly basis and conclusions are reported to Members and officers. The Design Review Panel aims to measure the level of success of recent planning decisions and looks at the control of detail particularly through planning conditions. Within conservation areas development proposals must

demonstrate that the character and appearance of the area is either preserved or enhanced. It is therefore important to help define through policy, guidance and monitoring how these standards and levels of decision making are measured and maintained.

C.4 With regard to conservation area reviews greater emphasis needs to be given to community involvement. The local authority will devise a strategy for public consultation when conservation area appraisals, boundaries and management plans are reviewed. In addition to those directly affected by the changes proposed by the review groups such as parish councils, amenity groups and residents' associations will need to be involved in discussing the main issues. The degree of consultation will vary according to the size, complexity and proposed revisions within each conservation area. However, the following strategy will be adopted for the basic consultation process:

- Town/Parish councils, resident and amenity groups consulted directly following Committee approval of proposals for consultation.
- Residents and businesses within the conservation area and proposed extensions consulted directly.
- Copies of the Conservation Area Appraisal and Management Plan will be made available on the EDDC website and at local libraries or village halls.
- Press releases outlining the proposed documents and any changes.
- Re-consultation with key groups once any significant amendments or further major proposals have been made.
- Following approval by Committee the Appraisal and Management Plan together with any boundary amendments will be published.

D Monitoring Change in Conservation Areas.

- D.1 Conservation area appraisals are not seen as static documents but help monitor change in conservation areas. In many cases there will be few changes over shorter periods of time but a regular review every 5-10 years will provide a primary mechanism for monitoring the incremental changes often apparent within larger conservation areas in particular.
- D.2 The local authority holds an ever increasing photographic record of all conservation areas including recent and historic aerial photographs . Maintaining and constantly updating this database is a primary resource in monitoring change and can provide evidence for enforcement.

E Enforcement Strategies.

- E.1 One of the primary concerns for the local authority with respect to the historic environment is the extent and occurrence of unauthorised works to listed buildings and un-listed buildings in conservation areas. In many cases it is a criminal offence to carry out works of alteration to a listed building or the demolition of either a listed building or an un-listed building within a conservation area.
- E.2 Enforcement strategies within conservation areas will be informed to an extent by monitoring change through regular reviews. Unauthorised works become evident on a regular basis through site inspections or by complaints made to the local authority. Enforcement cases within conservation areas are managed by the enforcement team with advice and support given by conservation officers.
- E.3 It is important that enforcement strategies offer an appropriate level of consistency although each case will be dealt with on an individual basis. For

example enforcement action taken against the installation of unauthorised replacement windows cannot be independent of a similar breach at a neighbouring property. It may therefore be appropriate to approach certain enforcement issues en masse rather than taking piecemeal action. This approach would also send out a strong message locally.

E.4 The nature of enforcement action within conservation areas and the time scales imposed for compliance with enforcement notices will be informed by guidance provided in the principal Act and English Heritage guidance. As the type of action may vary from non-compliance with a planning condition to prosecution for irreversible alterations to a listed building the strategy will need to be adapted to individual cases. With regard to time scales for compliance there needs to be a balance made between an appropriate degree of leniency and ensuring that the period of visual detriment is kept to a minimum. In many cases unauthorised works can encourage similar breaches on nearby properties. The cumulative impact of such works can be quite detrimental to the character and appearance of a conservation area and will put additional pressure upon resources needed to take appropriate enforcement action. Where unauthorised works such as unlawful fences or satellite dishes can be easily removed a compliance period of 28 days may be deemed appropriate. However, where the works involve more significant alterations such as replacing unauthorised windows the compliance period given would be a maximum of 5 years in line with Council policy.

E.5 The key to limiting the extent of unauthorised works in conservation areas is by making information readily available, education and community involvement. Many amenity groups, parish and town councils are instrumental in monitoring change in conservation areas and this is often the most effective means for policing unauthorised works. The consultation process for conservation area appraisals and management plans will also raise awareness of conservation area controls.