

The Institute of Historic Building Conservation ANNUAL GENERAL MEETING

**5.00 pm, Friday 15 June 2007 at
The Boardroom, Adelphi Hotel,
Ranelagh Place, Liverpool L3 5UL**

AGENDA

- 1 Apologies for absence
- 2 Minutes of the Annual General Meeting of The Institute of Historic Building Conservation held on Saturday 24 June 2006 at the Sherwell Centre, Plymouth University, North Hill, Plymouth, and the matters arising
- 3 Council's report
- 4 Financial statement and Treasurer's report

Resolution 1 – Accounts

To receive the reports of the Treasurer and Council for the financial year 1 October 2005 to 30 September 2006 and to approve the accounts for that period

Resolution 2 – Auditors

To appoint Larking Gowen, Chartered Accountants, as auditors to the institute, to hold office from the conclusion of the present General Meeting until the conclusion of the next General Meeting at which accounts in respect of an accounting reference period are laid

- 5 Motions to the AGM

The following motions have been submitted to the Secretary of the institute:

To amend the named officer titles of The Institute of Historic Building Conservation, given in Article 9.4 of the Articles of Association of the institute

To adopt the Corporate Business Plan 2007–2010 as procedural guidance for advancing the development of the IHBC (see www.ihbc.org.uk for final text).

- 6 Election of Officers and notification of nomination of branch representatives

**THE INSTITUTE OF
HISTORIC BUILDING
CONSERVATION**

www.ihbc.org.uk
Registered as a Charity,
Number 1061593
Company Limited by
Guarantee
Registered in England
Number 3333780

Registered Office

3 Stafford Road, Tunbridge
Wells, Kent TN2 4QZ

Business Office

Jubilee House, High Street,
Tisbury, Wiltshire SP3 6HA
Tel 01747 873133
Fax 01747 871718
admin@ihbc.org.uk

President

David Lovie
2 Chapel Lane, Alnwick,
Northumberland NE66 1TX
president@ihbc.org.uk

Chairman

John Yates
8 Market Street, Wem,
Shrewsbury,
Shropshire SY4 5EA
chair@ihbc.org.uk

Company Secretary

Richard Morrice
Stafford Road
Tunbridge Wells
Kent TN2 4QZ
secretary@ihbc.org.uk

Director

Seán O'Reilly
(Post) The Glasite Meeting
House, 33 Barony Street,
Edinburgh EH3 6NX
director@ihbc.org.uk

These documents were
prepared by Richard Morrice
and the IHBC National Office.

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Cover illustration Liverpool waterfront



Annual School delegates at the Royal William Yard, Plymouth in 2006

COUNCIL'S REPORT

The Council presents its annual report and financial statements for the year ended 30 September 2006.

OBJECTIVES

The IHBC is a company and a charity and exists to promote, for the benefit of the public, the conservation of and education and training in the conservation and preservation of buildings, structures, areas, gardens and landscapes which are of architectural or historical value in the UK insofar as it lies within the duties and responsibilities of any person whose principal professional skills are to provide specialist advice in such conservation and preservation.

The IHBC's key activities are:

- setting standards for conservation practice throughout the UK and Ireland and improving education and training in conservation
- raising the profile of conservation and promoting its role in economic and social regeneration
- supporting excellence in all aspects of conservation, whether in the identification, analysis, repair and reuse of historic buildings or in new design in historic settings
- stimulating debate on how the role of conservation should develop
- organising its own training events and further developing its branch network in the UK and Ireland to encourage the continued exchange of information between practitioners at the local level.

ORGANISATIONAL STRUCTURE

The institute is governed by a Council with up to 20 voting members made up of up to nine elected officers (Chair, Vice-Chair, Secretary, Treasurer and five committee chairs) and up to 13 representatives of regional branches, as well as several non-voting officers co-opted by Council, including the President. Council is advised by five committees, each chaired by an elected officer: Finance & Resources Committee, Membership & Ethics Committee, Education, Training & Standards Committee, Policy Committee, and Communications & Outreach Committee. The committees oversee a number of advisory sub-committees, boards and panels.

RESULTS

The gross resources arising in the year amounted to £196,953 (2005: £246,449). Overall, the charity's incoming resources exceeded its expenditure by £4,957 (2005: £36,284).

ACTIVITIES AND DEVELOPMENTS DURING THE YEAR

This year the institute has really reaped the benefits from a stronger central organisation and new structure, as you will see from the activities set out below. Indeed, the ‘virtual headquarters’ is attracting envy from comparable organisations weighed down by the rigidity and costs of a conventional office establishment. The institute has been making best use of this administrative agility to ensure that the wonderful and inspiring voluntary effort put in by its members is used efficiently and effectively. It has been a very demanding year indeed for external policy and consultations, particularly in England, and the institute has risen to the challenge again with major contributions to planning and heritage protection policy. At the same time, the organisation has maintained and developed the branch structure as an effective and responsive way of providing a service to its members.

In summary, this year the IHBC has:

- held four council meetings, supported by committee meetings, and the AGM
- produced five issues of the institute’s journal *Context*
- published, with the support of its publisher, Cathedral Communications, the institute’s sixth *Yearbook*, for 2006
- established a ‘business plan’ format for branches, and endorsed the first plan in the new format for the Scotland branch, as well as formalising the procedures for the dispersal of funds to branches based on the new business plan format
- developed and initiated its strategy for developing a business plan for the national body, including holding a corporate ‘away-day’ in Birmingham for council representatives to consider themes and strategies. The first of these corporate planning days was held in September.
- established, within this strategy, its ‘virtual’ national office as a management infrastructure providing executive support for the organisation
- appointed a projects officer, responsible for developing project work internally, and available as a support service for members
- drafted, deposited and printed the relevant *Annual Report* and AGM papers
- continued expansion and promotion of the IHBC’s benefits and brand, through supporting its recognition by the Planning Inspectorate in England, developing and initiating a ‘Communications Strategy’, and rationalising procedures for Affiliate membership applications including drafting a new IHBC membership leaflet for Affiliate members
- secured £30,000 of relevant research into the sector, including initiation of a preliminary research programme by IHBC, funded by English Heritage (EH), outlining local planning authority conservation services in England
- initiated and project-managed an EH-funded joint research programme, with

the Institute of Field Archaeologists (IFA), into capacity-building through partnership strategies between the two institutes

- developed political partnerships and promotion through high-level meetings with senior ministers in Department for Communities and Local Government (DCLG) (Baroness Andrews) and Department of Culture, Media and Sport (DCMS) (David Lammy), and, through the Built Environment Forum Scotland (BEFS), in the Scottish Parliament, as well as, directly and indirectly, in Wales and Northern Ireland
- continued to participate in the DCMS Project Board informing the evolution of the draft White Paper attached to the *Heritage Protection Review* (HPR)
- helped shape DCMS/EH studies of how local government operations and officers deliver support for their historic places, including supporting the 2006 report by Atkins into local delivery of historic environment services
- continued extensive promotion in EH/DCMS/Association of Local Government Archaeology Officers (ALGAO) discussions into establishing operational standards and service delivery requirements for Historic Environment Records under HPR
- maintained its promotion of professional standards appropriate to the UK's professional body for historic environment conservation specialists, by continuing its emphasis on compulsory continuing professional development (CPD) and promoting and delivering activities supporting CPD
- maintained support for and contributions to the new 'universal portal' for historic environment information in England, the Heritage Gateway
- led, with the Institution of Highways and Transport, the re-positioning of Urban Design Alliance, in advance of taking on the role of chairing UDAL's board (from December 2006) and assuming the lead in developing the organisation's new business plan
- initiated its role as a partner in research by National Heritage Training Group and ConstructionSkills (the sector skills council) into skills-needs assessment for built environment heritage professionals (including conservation officers)
- opened investigations into joining the awards programme operated by the Institute of Conservation (Icon), as well as examining other awards-related initiatives
- continued discussions with EH and others on the development of National Occupational Standards for historic environment conservation professionals, including contributing to two major surveys (as yet unpublished)
- secured 'List 3' inscription with the Inland Revenue to allow members to offset membership subscriptions against tax, in line with other professional and learned bodies

- joined with The Society of Architectural Historians of Great Britain in advising on the EH-led promotion of supporting the application of architectural history in conservation
- contributed to discussions on training needs assessments for conservation professionals inside and outside local government
- joined with IFA in the EH-funded professional training programme, English Heritage Professional Placements in Conservation, involving two one-year architectural conservation-related training posts inside EH
- hosted, with Icon, a day for built-environment and related stakeholder groups to assess the artefact-based accreditation process operated by Icon, Professional Accreditation of Conservator-Restorers
- participated in the Edinburgh Group, the forum of professional institutes that offers accreditation in conservation within their discipline, including supporting the accompanying new website www.understandingconservation.com
- continued advising on and supporting new EH training initiatives for developing professional skills appropriate to proposed new HPR legislation
- attended meetings of the Funding and Regeneration groups of Heritage Link
- continued formal meetings and links with senior figures in national heritage bodies, including EH, Historic Scotland and Cadw
- attended meetings of the Local Government Association Heritage Advisors (representing IHBC, ALGAO, POS and RTPI), raising issues with EH, Office of the Deputy Prime Minister (ODPM) and DCMS, as well as contributing to a strategy for successor arrangements
- taken part in ODPM-led discussions on Best Practice Guidance on S 215 Notices and on guidance for local planning authorities and magistrates on prosecutions
- liaised with EH on new and revised conservation principles and transforming casework
- maintained contribution to EH funded programmes intended to identify investment and employment in the historic environment sector
- contributed to Department for Environment, Food and Rural Affairs (Defra) hosted discussions and papers on European funding for traditional buildings through environmental stewardship schemes
- maintained new procedures for assessing and recognising conservation courses and other training strategies for conservation professionals, including recognising six courses and developing a strategy for CPD recognition of courses and activities
- participated in the Culture Committee of UNESCO UK

- continued to monitor advertisements of local authority conservation posts
- continued to maintain the National Listed Building Prosecution Database
- continued to give advice on historic environment Best Value Performance Indicators (BVPI)
- co-hosted its joint IHBC/IFA study day at Oxford University's Department for Continuing Education on the proposed Heritage White Paper
- developed contacts with prospective funding interests in key sector organisations including British Council, DCLG, Academy for Sustainable Communities, EH and Historic Scotland
- continued our leading role in discussions with interested parties, including the European Commission, on State Aid
- contributed to the joint research programme creating standards and guidance for stewardship, led through IFA and partnered with ALGAO
- produced a Welsh branch banner
- been invited to attend the Ministerial Assembly Advisory Body, the Historic Environment Group
- maintained discussions with the Conservation Course Directors' Forum on relevant educational issues
- continued the development of the institute's website as a resource for publicising the work of the IHBC, including the initiation of a local government e-based discussion forum
- organised an Annual School in Plymouth and promoted Plymouth as a topic for strategic research and promotion in EH
- organised six branch schools and conferences, 37 other branch events and over 100 branch meetings of one kind or another
- organised over 40 committee meetings
- published at least five branch newsletters
- consolidated re-structuring of committees in light of the new operational capacity provided by the national office, creating five committees advising council on strategic issues
- participated in 'Heritage Counts' through membership of The Historic Environment Review Executive Committee
- attended meetings of the following groups and committees, aside from those mentioned above:
 - Joint Committee of National Amenity Societies

- UK Committee of the Association of Preservation Trusts
- Heritage Link (including sub-committees)
- Maintain our Heritage
- various meetings on strategic issues in Scotland hosted by the historic environment ministerial advisory body there, HEACS
- Historic Environment Records Working Party and Forum
- DCMS Heritage Protection Legislation Review
- Accreditation Framework for Architectural Conservation
- BVPI working party
- Unification of Consents working party
- Built and Movable Heritage Group Wales
- Culture Committee of UNESCO
- Welsh Religious Buildings Trust
- Built Environment Forum Scotland
- attended other meetings of or with:
 - CABE
 - COTAC
 - LGA Heritage Advisors
 - Archaeology Training Forum
 - All-Party Parliamentary Archaeology Group
 - Supervisory Board of the AABC
 - Accreditation Framework for Architectural Conservation
 - English Stone Forum
 - Northern Ireland Heritage Service
 - Cross Party Group for Architecture and the Built Environment, in the Scottish Parliament
- responded to the following consultations, among others:
 - *Caring for our Collections*, DCMS consultation
 - *Barker II Interim Report*, HM Treasury consultation
 - *Barker Review of Land Use Planning*, HM Treasury consultation

- *Listed Buildings Casework: A consultation paper*, ODPM consultation
 - *Defra Consultation 2007–2013: Rural Development Programme for England*, Defra consultation
 - *Conservation Principles for the Sustainable Management of the Historic Environment*, EH consultation
 - Consultation on National Lottery money for arts and film, heritage and sport from 2009
 - *Planning-gain Supplement (PGS): Consultation*, HM Treasury consultation
 - Protecting, preserving and making accessible our nation’s heritage, CMS Parliamentary Committee Inquiry
 - *English Heritage Research Strategy 2005–2010*, EH consultation
 - *The Planning Reform (Northern Ireland) Order*, Planning Service (NI) consultation
 - Review of Public Administration
 - Revisions to *Principles of Selection for Listing Buildings: Planning Policy Guidance Note 15*, DCMS consultation
- attended meetings (in England) of the various regional historic environment forums as well as CABE-sponsored design panels
 - and, not least, welcomed another 108 new members to the institute.

John Yates, Chair



ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2006

The accounts for the year to 30 September 2006 are summarised below. The summary may not contain sufficient information to gain a complete understanding of the financial affairs of the charity. The full accounts may be obtained from Lydia Porter at the IHBC Business Office, email admin@ihbc.org.uk.

STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) FOR THE YEAR ENDED 30 SEPTEMBER 2006

	2006	2005
	£	£
Incoming resources		
Incoming resources from generated funds		
Activities for generating funds	159,462	164,612
Investment income	6,009	4,066
Incoming resources from charitable activities	31,482	77,770
Total incoming resources	<u>196,953</u>	<u>246,449</u>
Resources expended		
Cost of generating funds		
Publicity	2,957	–
Charitable expenditure		
Charitable activities	84,232	109,522
Management and administration	104,807	100,643
Total resources expended	<u>191,996</u>	<u>210,165</u>
Net income for the year	4,957	36,284
Balances brought forward at 1 October 2005	<u>228,285</u>	<u>192,001</u>
Balances carried forward at 30 September 2006	<u>233,242</u>	<u>228,285</u>

All activities derive from continuing operations.

BALANCE SHEET AT 30 SEPTEMBER 2006

	2006	2005
	£	£
Fixed assets		
Tangible assets	2,771	5,640
Current assets		
Cash at bank	241,063	226,328
Debtors	13,439	10,953
	<u>254,502</u>	<u>237,281</u>
Creditors: amounts falling due within one year	<u>(24,031)</u>	<u>(14,636)</u>
Net current assets	230,471	222,645
Total net assets	<u>233,242</u>	<u>228,285</u>
Funds	<u>233,242</u>	<u>228,285</u>

These summarised accounts are an extract from the accounts for the financial year 30 September 2006 which have been independently examined by Larking Gowen Chartered Accountants who issued their report on 3 May 2007.

The annual accounts were approved and signed on their behalf by John Yates, Chair, and Mike Knights, Treasurer, on 7 May 2007.

MOTIONS TO THE AGM

Motions to the Annual General Meeting shall be made in writing to the Secretary in the names of a proposer and seconder, both to be Full Members, at least 21 full days prior to the AGM. Urgent motions from the floor may only be accepted at the discretion of the Chair.

Full details of the institute's AGM procedures are contained within Section 5 of the Articles of Association of the Institute of Historic Building Conservation (see under Business Papers on the IHBC website).

At the time of printing these papers two motions proposed by Council had been received at the institute's offices.

- 1 Motion: to amend the named officer titles of the Institute of Historic Building Conservation, given in Article 9.4 of the Articles of Association of the institute.

Delete 'The annual general meeting shall vote from amongst the Council members elected at that meeting for the Council members who shall until the next annual general meeting hold the following offices and in the case of more than one person being nominated to hold such office the Council members appointed shall be those receiving the largest number of votes at such meeting:

- (a) Chairman
- (b) Vice Chairman
- (c) Treasurer
- (d) Education Officer
- (e) Publicity Officer
- (f) Membership Secretary
- (g) Context Editor'.

Add 'The annual general meeting shall vote from amongst the Council members elected at that meeting for the Council members who shall until the next annual general meeting hold the following offices and in the case of more than one person being nominated to hold such office the Council members appointed shall be those receiving the largest number of votes at such meeting:

- (a) Chairman
- (b) Vice Chairman
- (c) Treasurer
- (d) Education Officer
- (e) Policy Secretary
- (f) Membership Secretary
- (g) Communications & Outreach Secretary'.

- 2 Motion: to adopt the Corporate Business Plan 2007–2010 as procedural guidance for advancing the development of the IHBC (see www.ihbc.org.uk for final text).

ELECTION OF OFFICERS AND NOMINATION OF BRANCH REPRESENTATIVES

ELECTION OF OFFICERS

The following nominations have been received at the registered office of the Institute of Historic Building Conservation:

Chair

Dave Chetwyn
standing for election

Vice Chair

Sheila Stones
standing for election

Treasurer

Michael Knights
standing for re-election

Education Secretary

John Preston
standing for re-election

Policy Secretary

currently vacant

Membership Secretary

Jo Evans
standing for election

Communications &

Outreach Secretary

Mike Brown
standing for election

Council member

Richard Morrice
standing for re-appointment as
Secretary and Company Secretary

NOMINATION OF BRANCH REPRESENTATIVES

The following members have been nominated by their branches as representatives on Council. The meeting needs to confirm their nomination:

Scotland Branch

Charles Strang

Northern Ireland Branch

Sharon Brown

Wales Branch

Nathan Blanchard

North Branch

Geoff Underwood

North West Branch

Graham Arnold

Yorkshire Branch

Keith Knight

East Midlands Branch

Roy Lewis

West Midlands Branch

Charles Shapcott

South West Branch

Ian Lund

South Branch

Robert Parkinson

South East Branch

David Kincaid

East Anglia Branch

Pippa Colchester

London Branch

David McDonald

MINUTES OF THE ANNUAL GENERAL MEETING OF THE INSTITUTE OF HISTORIC BUILDING CONSERVATION 2006

The Sherwell Centre, Plymouth University, Plymouth

Friday 23 June 2006

Chair: David Lovie, IHBC President

Present

Mike Adams	Colin Ellis	Richard Morrice
Paul Barker	Jo Evans	Fiona Newton
Greg Beale	Harvey Faulkner-Aston	Seán O'Reilly
Doug Black	Jon Finney	Andrea Palladis
Nathan Blanchard	Philip Godwin	Robert Parkinson
Rachel Bonner	John Hinchliffe	Robert Platts
Eddie Booth	Nick Hogben	John Preston
Ian Brocklebank	Jonathan Hurst	Stewart Ramsdale
Mike Brown	Colin Johns	Andrew Richards
Neil Buick	Joe Johnson	Michael Rowan
Dave Bullen	Francis Kelly	Carole Ryan
Sarah Butler	David Kincaid	John Selby
Hilary Byers	Bob Kindred	Marks Stobbs
Oliver Chapman	Noel Knight	Charles Strang
Dave Chetwyn	Michael Knights	Jonathan Taylor
David Clark	Michael Lea	Paul Tomlinson
Nick Collins	Roy Lewis	David Viner
Alyson Cooper	David Lovie	Robert Walker
Jane Corfield	Debbie Maltby	Sue Whitehouse
Helen Dimond	David McDonald	Norman Wigg
Adron Duckworth	Katharine Metcalfe	John Yates

1 Apologies for absence

Mary Anderson	Rik Fox	Justine Page
Nigel Barker	Debbie Gardner	Geoffrey Pink
Gillian Bayliss	Bryan Harris	Colin Richards
Paul Beaton	Karen Holyoake	Jane Roylance
John Beesley	Gwilym Jones	Amy Schofield
Chezel Bird	David Jump	Bob Scriven
David Birkett	Geoff Kavanagh	Rod Shaw
David Boyson	Mary King	Shelia Stones
Jenny Carlile	Michael King	Neil Sumner
John Champness	Dorothy Leiper	Alison Tanner
Richenda Codling	John Lowe	Rose Thompson
Kathryn Davies	Gaynor Mallinson	Trefor Thorpe
Nick Doggett	Kirsty Martin	Geoff Underwood
Ron Douglas	Deborah Mays	Clare Vint
Richard Eckersley	Peter Mills	Peter White
John Ellis	Eimear Murphy	Chris Wood
John Fidler	David Northover	

2 Minutes of the AGM held on Saturday 9 July 2005 and matters arising

The minutes were circulated prior to the meeting, alongside the Council's report and the Accounts. Robert Parkinson had not been listed under those present but he had attended the meeting. There were no other amendments, corrections or matters arising from the minutes. Acceptance of the minutes as an accurate record of the meeting was agreed. The President, David Lovie, then signed the minutes.

3 Council's report

Referring to published AGM papers, the Chair of the Council, John Yates, summarised what he described as an extraordinary year and updated on key items of news. With the Director in post the ability to participate in the shaping of future legislation and other changes affecting the sector had been increased. The structure of the institute had also been reviewed and overhauled to make it more efficient. He referred the meeting particularly to the list of activities in the printed

papers and said in addition there had also been five issues of *Context*, expressing particular thanks to the Editorial Board.

More recently, it was observed, a new post of Projects Officer had been created and the Chair was pleased to announce that Fiona Newton had been appointed. She has been an active member representing the East Midlands branch at Council and as Chair of the Communications & Outreach Committee, both of which she will step down from when she takes up her new appointment.

The chairmanship of UDAL is rotated annually between its members and it is now the turn of IHBC. David Lovie is to take this up on the institute's behalf.

There were no questions on the Council's report.

4 Accounts for 2003–2004

The Treasurer, Michael Knights (MK), told the meeting that a summarised version of the accounts had been printed in the AGM papers and the full report is available should anyone wish to see it. He reported that the financial situation is healthy. As recommended by our accountants in line with recommendations by the Charity Commission, a reserve representing approximately six months operating costs is being secured. The Treasurer is confident that the new Projects Officer post will not cause undue strain on the finances. Annual subscriptions levels remain unchanged although these would be reviewed over the next 12 months with an expectation of an increase in line with strategies already agreed at the 2003 AGM, approving increases in line with inflation. Eddie Booth asked if any increase in subscription needed to be brought to an AGM. The Director said it was felt to be courteous to do so.

Under Resolution 1, MK recommended the accounts to the meeting, the approval of which was proposed by Mike Brown and seconded by Rob Parkinson.

Under Resolution 2, MK recommended the appointment of Larking Gowen, Chartered Accountants, as accountants, the approval of which was proposed by Jon Finney and seconded by Robert Walker.

5 Election of officers

The President drew the meeting's attention to the list of officers for election as printed in the AGM papers. The posts of Publicity Secretary and Chairman of the Editorial Board are currently vacant. The remaining posts of Chair, Vice Chair, Treasurer, Education Secretary, Membership Secretary and Secretary were voted for en bloc, and were proposed by Eddie Booth and seconded by Paul Barker. The nominations of branch representatives were also listed in the AGM papers. Fiona Newton explained that her name was on the list as she had been branch representative for the East Midlands since the branch AGM in September 2005.

This vote was to ratify that decision. She would step down when she takes up the Projects Officer post. There would be a short period when the East Midlands branch would not have an elected representative to Council as the next branch AGM is in September. The nominations, which were dealt with en bloc, were proposed by Bob Kindred and seconded by John Selby.

6 Motions to the AGM

There were no motions put to the meeting.

7 Any other business

Colin Johns told the meeting about the Association of Preservation Trusts conference at Cromford Mill on 12–14 October. The theme is partnering and the process of reusing old buildings.

The Chair said his three-year term in office was due to end at the next AGM and the President's second two-year term would also come to an end after that. The other role that would soon be vacant is the Chair of the Communications & Outreach Committee. He encouraged those present to think about volunteering for these roles: anyone interested should email the Director. Bob Kindred asked if there were job descriptions and details of time commitment for these roles. The Director said this was still being explored due to the structural changes that have been made.

The Director informed the meeting of developments on accreditation issues. He then outlined the possibility of links with the Institute of Conservation which are being explored, and invited anyone interested in taking part in a pilot project to contact him. There were no questions from the floor.

The meeting considered the *Heritage Protection Review*. The Director and Malcolm Airs have been attending high-level meetings which will influence the legislation and the discussions for the draft white paper, currently expected in late September 2006. The Vice Chair attends the same meetings on behalf of Planning Aid and the IHBC. Bob Kindred reported that the *Select Committee Report on Heritage* is still being drafted and is expected at the end of July. Wide ranging evidence was heard with that put forward by the institute being commended. He reminded the meeting that the *Planning and Compulsory Purchase Bill 2004* was changed considerably on its way through the Commons and the same thing may well happen with any new proposed legislation. The Director reported that as part of the review, significant research by Atkins had been undertaken into the process, quality and output of the conservation officer type role within local government; this will be a valuable tool when published. Further information on the review will be included in future issues of *Context* and a joint seminar with the Local Government Association on the subject is planned.

The Chair led discussions on some points that were raised by the speaker from English Heritage at the start of the day.

On unified lists Rob Parkinson felt there would be little difference to those on the ground as many are unified already. Bob Kindred felt this would carry very little weight. Paul Barker felt it was time to resurvey buildings already on the lists.

On historic buildings listings which will be map-based rather than curtilage-based in future, Paul Barker said that maps were often far from perfect. Bob Kindred suggested that having two systems in place could create a confused terminology and interpretation as the existing system was retro-fitted to the new one. Other suggestions included putting listed buildings on a register and dropping the term 'listed'. However, it was pointed out that the average person in the street had heard of and understands the term listed building; if it were scrapped it could cause confusion.

Unified consents were also discussed; several local authorities have been tracking conservation area consents in the wake of the *Shimizu* case and applications have dropped dramatically. Mike Brown expressed concern that demolition should be controlled through planning.

On management and heritage protection agreements it was pointed out that these are nothing new, with many already in place, and it was felt that these do not take up much time for those in local government.

On Historic Environment Records it was considered that these developments would not make much difference to those on the ground.

The Director said the Atkins report shows that many initiatives linked to HPR were happening in some places already.

The President thanked the conference organisers, officers and council members and closed the meeting at 6.00 pm.



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