

### English Heritage Guidance on Conservation Plans (1998)

#### SHEFFIELD TEMPLATE FOR A MODEL CONSERVATION PLAN

This is simply a suggested list of headings for a Conservation Plan. You may need to adapt it to your own requirements and the needs of your own particular site or benefit from finding other approaches.

- 1. Summary.** A brief single page statement summarising the main conclusions of the plan.
  - 2. Introduction.** Circumstances of plan; Scope of plan (including boundary of study); Limitations of study; Authorship; Relationship with any other relevant plans, Who has been consulted on plan; When and by whom plan adopted.
  - 3. Understanding the site.** An analysis of the site which draws together documents and physical evidence (archaeology, architecture, landscape etc.) as well as ecological; information in a way which is relevant to management. Illustrated with images, maps, and phase plans. Brief history of site. Main historical building or land use phases (supported by maps or plans). Description of important features: Topographical and landscape setting. Main features of site (e.g. buildings, principal rooms or spaces, character areas, landscape features, planting, habitats, collections, machinery) Other relevant information (e.g. geology, ecology) Documentation, (sources & archives).
  - 4. Assessment of Significance.** Assesses the significance of the site both general and in detail for each of the main components of the site, making specific value judgements about the degree of historical, ecological, geological, cultural, aesthetic, archaeological, technological, social and other types of significance.  
Overall summary of significance (1 side A4) Statutory status of all or parts Significance by cultural/land use phase Significance by component/area/ compartment (may be table or descriptive) other values or way site is significant (e.g. community)
  - 5. Issues/Vulnerability.** Defines those issues which affect the significance of the site or have the potential to do so in the future, including physical condition, owners objectives, present use, boundaries, available resources, external factors, existing knowledge of site, past damage, public and community expectations, access, statutory controls and potential conflicts. Background to site (legal ownership, occupancy, access, designation) Setting; Landscape; Buried archaeology; Built Structures; Interiors; Collections; Nature Conservation; Role in Community.
  - 6. Conservation Policy.** Puts forward policies or 'vision' for the conservation of site which show how you will identify appropriate uses, satisfy statutory requirements, work with resources, priorities repair, resolve conflicts, define a conservation philosophy, enhance public appreciation, maintain and manage site and control intervention so as to retain significance. Policies may also relate to the provision of new services, new uses or the philosophy of new design. Be imaginative!  
Statutory controls, relevant planning and other policies Relevant non-statutory guidance Conservation Policies; Setting; Landscape; Buried archaeology; Built structures; Interiors- Collections; Ecology; Presentation, interpretation and education; Visitor management (including disabled access, use, facilities); Role in the community; Future research.
  - 7. Implementation and review.** Identifies next steps, including strategy for implementing Conservation Plan (e.g. development of a scheme- Explains how and by whom plan will be reviewed).
- Strategy.** The Conservation Plan may be followed by various strategy documents including options appraisal for a new scheme, restoration proposals and costings, management proposals or an impact assessment of an existing scheme, measured against the Conservation Plan.