

# PORT SUNLIGHT VILLAGE TRUST

## BUILT HERITAGE POLICY



<b>Policy Sponsor:</b>	<b>Director of Heritage</b>
<b>Approving Body:</b>	<b>Board of Trustees</b>
<b>Date Approved:</b>	<b>July 2017</b>
<b>Date of Last Review:</b>	
<b>Date of Next Review:</b>	<b>July 2019</b>

### Introduction

The Built Heritage Policy was developed to clarify Port Sunlight Village Trust's (PSVT) principles for care of built heritage, including the houses, public buildings, monuments, memorials and other built features of Port Sunlight.

Trustees have a legal obligation to act in the best interests of PSVT, and in accordance with PSVT's Mission Statement, Memorandum & Articles of Association, and to avoid situations where actions or decisions may adversely impact the built heritage of Port Sunlight.

PSVT values and recognizes that the village has evolved constantly since its inception in 1889 and we embrace change as part of Port Sunlight's past, present and future. The Built Heritage Policy was adopted to manage and keep careful records of change in an effective and balanced way. As owners of Listed sites in a conservation area, management of change is a statutory requirement, but it also makes good sense. Port Sunlight is valuable for its heritage. Decisions and actions should conserve and enhance the built heritage for generations to come.

### Statement of Intent

All decisions which might impact on the built heritage of the village, including its buildings, monuments and memorials and vistas, should be considered within this policy framework, taking into consideration all other factors, including cost, marketability, sustainability and suitability for 21<sup>st</sup> century society.

The policy is a core document for trustees, staff and volunteers, sets the standards for work commissioned by PSVT and establishes standards of care for agencies with an interest in the village (i.e. Wirral Borough Council, Network Rail), private landlords, housing associations, property letting agencies, PSVT tenants (commercial and residential), designers working in the village and owner-occupiers.

### The Policy

Subdivided into two categories, the Built Heritage Policy covers works to the public buildings, houses and flats, major built landscape features (i.e. balustrade at the Hillsborough Memorial and the Dell Bridge) and monuments and memorials. The policy was written to sit alongside and complement the Landscape Management Policy.

Repairs, maintenance work, minor work and conservation

- There is no single solution for repairs or interventions to heritage features. Each case should be considered on a separate basis, taking into account the age of the feature, the varied materials and architectural styles found throughout Port Sunlight, the rarity of the feature to be altered, repaired or replaced, the existing deteriorated conditions and any previous known or suspected interventions that might impact on material performance or heritage character.
- Minor repairs should be invisible (not discernible from original conditions)
- All repairs or interventions to a heritage feature should be reversible.
- All decisions should have a bias and preference for repairing original or character features in kind rather than replacing them (even if they are replaced, like-for-like).
- Repairs or interventions should be designed to do the least harm and /or have the lowest impact on heritage character or features.
- Traditional building materials and techniques should be used for the repair, replacement or improvement of heritage features. If modern materials or techniques are used, they should be time-tested and reversible.

### New Work

- Major interventions (i.e. new extensions, new developments, major alterations) should be in keeping with the proportions, material palette and character of the built heritage and the conservation area, but should be readily discernible as modern improvements.
- When assessing the appropriateness of interventions (alterations and new work), special consideration should be given to the preservation of rare or unusual features.
- New interventions (interior, exterior, landscape, vistas) need be considered in a framework of benefit compared to harm/adverse impact to heritage character. If substantial adverse impacts are identified, the corresponding benefit must be significant to merit loss or damage to the heritage asset.
- If there is a proposal to rebuild lost built heritage (i.e. reconstructing the band shell or other demolished structures), this work should only be undertaken if it could be truly authentic to the original. (Documented with photographs, drawings and archival records.) If it is not possible to recreate the lost heritage authentically, the bias should be toward a new design that is in keeping with the heritage character of Port Sunlight.

### Documentation

- If proposed work will adversely impact built heritage (and it has been determined that the benefit of the proposed work outweighs the loss or damage to the built heritage), then the built heritage should be recorded with photographs and / or drawings. These files will become part of the property record and the history of the village.
- All work should be justified or supported by reliable archival information, including period photographs, architectural drawings, maintenance records and other documents.

### Justification for Intervention

- Testing and analysis should form the basis for work (new, restoration, repair) that could affect the material performance, longevity and appearance of built heritage.

### Record Keeping

- All decisions, justifications, adverse impacts, benefits, direct costs and maintenance costs should be recorded by the decision-maker in a central log.
- The log will be reviewed annually to assess performance and to determine if the Built Heritage Policy is properly understood and fit for purpose.

### Review

The Built Heritage Policy should be independently reviewed by PSVT and agreed by Trustees every two years to ensure that it remains fit for purpose and current with built heritage philosophy and practice.

### **Equality and Diversity**

Port Sunlight Village Trust is committed to Equality, Diversity and Inclusion. We treat everyone fairly according to their needs, regardless of their race, religion or belief, sexual orientation, gender, gender identity, marital or civil partnership status, age, disability or pregnancy and maternity status.

### **To be read in conjunction with:**

- Landscape Management Policy
- Collections Policy

### **Contacting Us:**

If you would like to contact us to discuss this policy or anything else, the best way to do this is by calling our main office on 0151 644 4800, we will be more than happy to assist you.

You may want to contact us in writing, our address is:

Port Sunlight Village Trust  
23 King George's Drive  
Port Sunlight  
Wirral  
CH62 5DX

If you prefer, you can contact us via email: [admin@portsunlightvillage.com](mailto:admin@portsunlightvillage.com) or you can speak to a member of our team in person by visiting us at our office.