

## Notice of Meeting

# Cabinet

**Date:** Wednesday 8 December 2021

**Time:** 5.30 pm

**Venue:** The Annexe, Crosfield Hall, Broadwater Road, Romsey, Hampshire  
SO51 8GL

**For further information or enquiries please contact:**

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**Legal and Democratic Service**

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This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of this meeting may be held in private because the agenda and reports for the meeting may contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

### **PUBLIC PARTICIPATION SCHEME**

***If members of the public wish to address the meeting they should notify the Legal and Democratic Service at the Council's Beech Hurst office by noon on the working day before the meeting.***

### **Membership of Cabinet**

#### **MEMBER**

#### **WARD**

Councillor P North (Chairman)

Bourne Valley

Councillor N Adams-King (Vice-Chairman)

Blackwater

Councillor P Bundy

Chilworth, Nursling & Rownhams

Councillor D Drew

Harewood

Councillor M Flood

Anna

Councillor I Jeffrey

Mid Test

Councillor A Johnston

Mid Test

Councillor T Tasker

Andover Romans

**Cabinet**

Wednesday 8 December 2021

**AGENDA**

**The order of these items may change as a result of members  
of the public wishing to speak**

- 1 Apologies**
- 2 Public Participation**
- 3 Declarations of Interest**
- 4 Urgent Items**
- 5 Minutes of the meeting held on 27 October 2021**
- 6 Recommendations of the Overview and Scrutiny Committee: None**
- 7 Partnership Board to Assist in Delivering The Andover Masterplan 5 - 9**  
  
**Strategic Regeneration and Partnerships (North)**  
To consider establishing a Partnership Board with Hampshire County Council to facilitate the delivery of the Andover Masterplan.
- 8 Corporate Financial Monitoring 10 - 41**  
  
**Finance and Resources**  
To compare revenue income and expenditure against profiled budget for the six months, ended 30 September 2021.
- 9 Asset Management Plan Update 42 - 56**  
  
**Finance and Resources**  
To provide an update on the progress of the 2021/22 Asset Management Plan.



## **ITEM 7 Partnership Board to Assist in Delivering The Andover Masterplan**

Report of the Leader / Strategic Regeneration and Partnership (North)

### **Recommended:**

**To establish a Partnership Board as outlined in section 6 with Hampshire County Council and other key stakeholders as appropriate to facilitate the delivery of the Andover masterplan.**

#### **SUMMARY:**

The delivery of the Andover masterplan is a key priority of the Council. In order to help secure the delivery of the masterplan it requires a close working relationship with partners, including Hampshire County Council. It is proposed that this relationship is formalised through a partnership board structure.

### **1 Introduction**

- 1.1 This report seeks endorsement for the Council to create a partnership board to help guide the delivery of the Andover masterplan. This partnership board would formalise the existing working relationship at an advisory and consultative level with key partners.

### **2 Background**

- 2.1 The regeneration of Andover is one of the leading priorities for the Council. The core elements of the masterplan look to adapt the town centre to reflect the changing ways town centres are. This includes creating a mixture of uses including a significant number of new homes.
- 2.2 Such aspirations complement the central focus of the Government's drive for growth and their 'Levelling Up' agenda. Whilst the initial levelling up fund has focused on those areas of the country where economic differences are more extreme there remains value in working towards the Government's principles of supporting and providing the required infrastructure necessary to improve our communities, economy and environment. More specifically the Government's drive for housing growth in particular on brownfield sites.
- 2.3 The successful delivery of the masterplan relies, in part, with establishing and continuing sound working relationships and partnerships with stakeholders, including in particular Hampshire County Council. The Council has an existing strong working relationship with the County Council in its capacity as responsible infrastructure provider and in the ability to help access and secure additional resource. As a result, it is suggested that the Council and County Council engage to prepare the ground for the way in which the partnership arrangements will work moving forward.

- 2.4 The County Council played an active role in engaging with the Council and its consultants in the drafting of the masterplan. This benefitted the setting of the objectives and the detailed content of the masterplan.
- 2.5 There have already been clear successes of joint working in Andover Town Centre with the County Council as shown by the design and delivery with the M3 LEP of the Town Mills riverside park and the shared funding of transport modelling for the town centre.
- 2.6 To be able to move forward with implementing the masterplan in a continued positive way it is proposed that a formal partnership board structure is established. The role of the board will only be in an advisory and consultative capacity. The endorsement of the board structure will also be considered by the County Council in the near future.
- 2.7 The Council is also committed to the delivery of the South of Romsey Town Centre masterplan. Work is progressing on the feasibility of public realm improvements and on commissioning further evidence to inform later stages of the project, such as the future of the Crosfield Hall. At a strategy level, the Romsey Future vision document is also currently being refreshed. To deliver this masterplan a partnership approach will in consultation with Romsey Future members and partners.

### **3 Corporate Objectives and Priorities**

- 3.1 Town Centres are one of the four priority areas of the Council's Corporate Plan (2019-2023). Establishing a joint board structure would help deliver the objective of adapting the town centres and making them attractive, vibrant and prosperous places to be achieved.
- 3.2 The principle of delivering the masterplan also complements the recommendations contained within the Hampshire Vision 2050 document relating to both the changing economy and changing environment agenda, specifically "To maintain, regenerate and develop vibrant settlements across Hampshire to offer attractive, stimulating and thriving business, and cultural and residential environment and communities".

### **4 Consultations/Communications**

- 4.1 The principle of the proposed approach has been discussed with Senior officers and Councillors of both Councils. Wider engagement with other key stakeholders would occur in due course.
- 4.2 The masterplan has been completed following thorough and comprehensive public and stakeholder engagement especially with Andover Vision (AV). The board structure proposes that this should continue through a dedicated group. This would complement the existing AV structure with the member group and the new Vision Champions group.

### **5 Options**

- 5.1 The option to consider is whether to establish a joint partnership with Hampshire County Council and others (option 1) or not (option 2).

## 6 Option Appraisal

### Option 1

- 6.1 The success of any regeneration programme is in part down to the strength of its partnership and the working arrangements between the various decision makers, delivery bodies and key landowners. Whilst both Councils have a strong history of working together this has been on a less co-ordinated basis and meant making the most of opportunities when they arise. Establishing the board structure creates a foundation for this to continue in a structured way and afford this Council the earliest possible insight into potential opportunities (funding or otherwise) for co-operation and co-ordination on issues likely to influence the regeneration project.
- 6.2 Establishing a board provides a mechanism to consider and advise on strategic issues including, but not limited to, place making; phasing, infrastructure delivery; bids for external funding and engagement.
- 6.3 Work has progressed on the early phases of the masterplan focusing on the public realm and highway improvements. This is a common approach of beginning with these elements of implementing masterplans in order to demonstrate progress. Given this focus it is proposed that at this stage the board structure would only comprise the Council and Hampshire County Council. In due course the membership would be widened to include those other partners such as Enterprise M3 LEP and key landowners.
- 6.4 The Partnership Board structure would comprise 3 groups:-
- 1) A Partnership Strategy Group – A group formed of strategic partners who are either landowners, have a statutory function related to the implementation of the masterplan, or are potential funding bodies. The main aim of the group is to bring the strategic partners together to advise on the delivery of the masterplan and the regeneration of Andover town centre. Initially the group would be made up of County Council and TVBC Cabinet representatives. Eventually the membership would expand to include other organisations such as the EM3 LEP, Andover College, Simplyhealth and pertinent delivery bodies such as Homes England and/or One Public Estate.  
  
Two groups would report to the Partnership Strategy Group. These would be:-
  - 2) A Delivery and Implementation Group – An officer based board made of representatives of HCC, TVBC and other agencies as required. The main focus of the group would be on the delivery and implementation aspects of the regeneration work.
  - 3) A Stakeholder Engagement Group - This group would be formed from the existing community partnership of Andover Vision including Borough Councillors from Andover and Andover Town Council. The main purpose will be to ensure that the community led nature of engagement and communication on the masterplan is continued through into the delivery phase.

- 6.5 The composition of the Partnership Strategy group is an important factor with the need to establish the correct balance and numbers to ensure that momentum can be maintained. It is proposed that initially the group would comprise Councillors from both the County Council and Borough Council. This would include the County Council's Executive Lead Member for Economy, Transport and Environment as chair as well as other Andover County Councillors. It is suggested that the Leader of the Council would also be a member in his role as the Borough's Portfolio Holder for Strategic Regeneration and Partnership (North) and as chair of Andover Vision with the Housing and Environmental Health Portfolio Holder from the Council also being a member.
- 6.6 The board will be advisory in nature only. Formal decision making will rest with the relevant party and will be made in accordance with its normal processes and procedures. Over time, it is likely the membership of the board will be updated to reflect the evolving nature of both the project and the partnership.
- 6.7 Establishing such a model will assist in demonstrating joint working as part of bidding for external funding. In addition, should there be a future County Deal having an existing formal relationship between the two Councils would be a clear benefit in any future discussions.
- 6.8 Should this option be agreed officers would undertake more detailed discussions on the working arrangements, including the drafting of Terms of Reference, with officers from the County Council. Any working arrangements including Terms of Reference will need to be confirmed by Cabinet.

#### Option 2

- 6.9 Without this model the partners would still continue to work together but would lose the potential for greater, more structured progress to be made. There is also the risk of having to react in a less planned way with the potential consequence of missing opportunities. It is for this reason that this option is not recommended.

### **7 Risk Management**

- 7.1 An evaluation of the risks indicate that the existing controls in place mean that no significant risks have been identified at this time.

### **8 Resource Implications**

- 8.1 The recommendations contained within this report can be met from within existing resources and budgets.

### **9 Legal Implications**

- 9.1 There are no legal implications arising from the recommendation.

## 10 Equality Issues

10.1 There are no equality issues arising from this recommendation.

## 11 Other Issues

11.1 Sustainability and Addressing a Changing Climate.

11.1.1 Through establishing the partnership structure it will help facilitate the delivery of many infrastructure improvements that assist in addressing climate change and completing a sustainable town centre redevelopment.

11.2 Property Issues.

11.2.1 The Council is a main landowner for both areas included within the Andover masterplan.

11.3 Wards/Communities Affected.

11.3.1 St Marys, Andover.

## 12 Conclusion and reasons for recommendation

12.1 The delivery of the Andover masterplan is a key priority of the Council. In order to help secure the delivery of the masterplan it requires a close working relationship with partners, including Hampshire County Council. It is proposed that this relationship is formalised through a joint partnership board structure.

<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
Andover Masterplan (2020)			
<a href="https://www.thinkandovertowncentre.co.uk/andovermasterplan">https://www.thinkandovertowncentre.co.uk/andovermasterplan</a>			
<u>Confidentiality</u>			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.			
No of Annexes:	0	File Ref:	N/A
(Portfolio: Leader/Strategic Regeneration Partnership (North) Councillor P North			
Officer:	Graham Smith	Ext:	8141
Report to:	Cabinet	Date:	8 December 2021

## ITEM 8 Corporate Financial Monitoring

Report of the Finance & Resources Portfolio Holder

### Recommended:

**That the financial position for each Service and the key revenue areas contained in the Annex to the report be noted.**

#### SUMMARY:

- This report reviews the Council's revenue spending for the first six months of the 2021/22 financial year.
- It also examines the main differences between the original estimate for 2021/22 and actual spend to 30 September 2021 and provides explanations for significant variances.
- Overall, net expenditure to 30 September 2020 was £548,000 less than budgeted at this stage of the year. This favourable variance comprises additional income and savings of £504,000 due to service related expenditure and £44,000 additional income from the Council's investing and borrowing activities.

### 1 Introduction

- 1.1 As part of responsible financial stewardship, it is recommended that the financial performance of the Council should be reviewed regularly.
- 1.2 Revenue budget monitoring is carried out every month for all Services and presented to Cabinet regularly throughout the year.
- 1.3 This report examines the income and expenditure of each service over the first six months of the year. The Annex shows the financial summaries of each service to 30 September 2021 together with an explanation of any significant variances.
- 1.4 Several key areas of income and expenditure, not all apparent within individual services have also been analysed and are also shown in the Annex.

### 2 Background

#### Profiling of Income and Expenditure

- 2.1 Not all income and expenditure is incurred equally over the year. For example, some costs (e.g. lease costs) are allocated at the end of the year, and others are stepped throughout the year (e.g. rental income is invoiced quarterly in advance). The manner that income or expenditure is received or incurred over the course of the year is referred to as its profile.

- 2.2 In order to make the analysis more relevant, the actual income and expenditure to 30 September is being compared against its profiled position at this time.

Analysis of income and expenditure

- 2.3 The Annex shows, by service, an analysis of original budget, profiled budget to date, actual expenditure to date and the variance between profiled budget and actual income / expenditure.
- 2.4 The Annex also shows an analysis of key areas of income and expenditure within the budget that are traditionally subject to variations in the year.

**3 Impact of Covid-19**

- 3.1 The budget for 2021/22 includes a pressure due to the impact of Covid-19 on services of £2.544M, which reduces to a net pressure of £1.050M after taking account of support from central government in the form of Sales, Fees & Charges compensation and other support grants.
- 3.2 The budgets and profiled budgets in this report include this pressure, and all variances detailed in the following section are after taking this into account.

**4 Analysis of Financial Performance**

4.1 Chief Executive's Office

The Chief Executive's Office shows net expenditure to the end of September of £405,000 against a profiled budget of £402,000. This represents an adverse variance of £3,000 to date.

4.2 Community & Leisure

The Community & Leisure service shows net expenditure of £1.221M compared with a profiled net expenditure estimate of £1.289M – a favourable variance of £68,000.

This is due to lower than estimated employee & premises costs and additional income, partially offset by unbudgeted legal and contract costs.

4.3 Environmental Service

The Environmental Service shows net expenditure to the end of September of £1.823M against a profiled estimate of £2.049M. This is a favourable variance of £226,000.

Employee costs across the service as a whole are £103,000 below budget and there is additional income from dry mixed recycling, bulky waste, bins, shopping trolleys and garden waste.

#### 4.4 Finance & Revenues

The Finance & Revenues service shows net expenditure to the end of September of £1.369M against a profiled budget of £1.441M. This represents a favourable adverse variance of £72,000 to date.

This is mainly due to savings in employee costs.

#### 4.5 Housing & Environmental Health

The Housing & Environmental Health service shows net expenditure of £1.118M against a profiled estimate of £1.123M. This represents a favourable variance of £5,000.

This is due to lower than budgeted employee and mileage costs, partly offset by an increase in bed & breakfast costs.

#### 4.6 Information Technology

The Information Technology service shows net expenditure of £587,000 against a profiled estimate to the end of September of £601,000 – a favourable variance of £14,000.

This is mainly due to savings in employee costs.

#### 4.7 Legal & Democratic

The Legal & Democratic service has net expenditure of £464,000 against a profiled estimate of £589,000 to the end of September. This is a favourable variance of £125,000.

Net land charges income is £39,000 higher than budgeted, most likely due to the temporary extension to the nil band for stamp duty that was in place until 30 June 2021.

There are also some savings from employee costs, and unbudgeted government grants within Elections and Register of Electors.

#### 4.8 Planning & Building

The Planning & Building service shows expenditure of £674,000 compared with the profiled estimate of £630,000. This is an adverse variance of £44,000.

Lower than budgeted income from planning applications and additional staffing costs due to workload and resource issues in building control are partially offset by higher than budgeted income from building control fees and small savings due to reduced officer mileage.

#### 4.9 Planning Policy & Economic Development

The Planning Policy & Economic Development service is showing expenditure of £669,000 compared to a profiled estimate of £686,000. This represents a favourable variance of £17,000.

This is mainly due to grant payments being lower than budgeted at this point in the year.

#### 4.10 Property & Asset Management

The Property & Asset Management service has generated net income of £4.418M compared to a profiled estimate of £4.392M. This is a favourable variance of £26,000.

Income from car parking is £103,000 lower than budgeted. This is due to free parking remaining in place in the Borough until 12 April, COVID restrictions still being in place once parking charges resumed and a reduction in the number of season tickets being purchased due to workers working from home.

This is offset by lower than expected staffing costs to date, savings on utilities and higher than anticipated income from hall hire as Covid restrictions have eased.

#### 4.11 Strategy & Innovation

Strategy & Innovation have expenditure of £390,000 compared to a profiled estimate of £385,000. This is an adverse variance of £5,000 to date.

#### 4.12 Corporate & Democratic Core

Expenditure for the Corporate & Democratic Core is £511,000 to the end of September compared to an estimate of £513,000. This is a favourable variance of £2,000 to date.

#### 4.13 Key areas of income and expenditure

The Annex also shows an analysis of significant items in the Council's budget. These can be spread across several Services or cost centres so may be included in more than one portfolio.

While not necessarily under the direct control of one budget manager it is important that these items are reviewed regularly in total as they provide a good indication of the overall variances within the budget.

#### 4.14 Investment Funds and borrowing costs

Net investment income to 30 September 2021 was £169,000 compared with a profiled estimate of £125,000 – this represents a favourable variance of £44,000.

This is due to higher than forecast cash balances and average return on investment.

## 5 Risk Management

- 5.1 This report is for information purposes so the Council's Risk Management approach does not need to be applied.

## 6 Resource Implications

- 6.1 A favourable variance of £548,000 in the first six months of the year has been identified in this report. There is a mixture of adverse and favourable variances across the services and these will continue to be monitored and reviewed as part of the Budget process.

## 7 Equality Issues

- 7.1 This report is for information purposes, so the Council's EQIA process does not need to be applied.

## 8 Conclusion and reasons for recommendation

- 8.1 Overall, net expenditure is £548,000 lower than forecast at 30 September. There are a number of areas with large variances between the profiled budget and the actual income / expenditure to date.
- 8.2 The report does not make any recommendations for changes to budgets at this stage in the year and therefore the recommendation is that the current budget position be noted.

<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
None			
<u>Confidentiality</u>			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.			
No of Annexes:	1	File Ref:	N/A
(Portfolio: Finance & Resources) Councillor M Flood			
Officer:	Jenni Carter	Ext:	8236
Report to:	Cabinet	Date:	8 December 2021

## SERVICE REVENUE INFORMATION

TOTAL EXPENDITURE	Updated Estimate 2021/22	Profiled Estimate to 30/09/21	Actual Expenditure to 30/09/21	Adverse / (Favourable) Variance
	£	£	£	£
Chief Executives Office	817,516	402,061	404,851	2,790
Community & Leisure	2,300,107	1,289,347	1,221,393	(67,954)
Environmental Service	4,071,951	2,048,916	1,823,019	(225,897)
Finance & Revenues	2,626,553	1,440,528	1,368,586	(71,942)
Housing & Environmental Health	2,207,742	1,123,320	1,118,521	(4,799)
Information Technology	1,146,196	601,214	587,636	(13,578)
Legal & Democratic	1,035,073	589,469	464,131	(125,338)
Planning & Building	1,175,855	630,302	673,869	43,567
Planning Policy & Economic Development	1,399,259	686,232	668,647	(17,585)
Property & Asset Management	(8,013,580)	(4,391,664)	(4,417,542)	(25,878)
Strategy & Innovation	730,173	384,936	390,322	5,386
Corporate & Democratic Core	1,222,038	513,393	511,016	(2,377)
Net Investment Income	(242,000)	(125,000)	(169,000)	(44,000)
Borrowing costs	157,000	78,000	78,000	0
<b>Net Service Controlled Service Expenditure</b>	<b>10,633,883</b>	<b>5,271,054</b>	<b>4,723,449</b>	<b>(547,605)</b>

## SERVICE REVENUE INFORMATION

<b>CHIEF EXECUTIVE'S OFFICE</b>	<b>Updated Estimate 2021/22</b>	<b>Profiled Estimate to 30/09/21</b>	<b>Actual Expenditure to 30/09/21</b>	<b>Adverse / (Favourable) Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Chief Executive's Office	354,546	177,266	183,278	6,012
Human Resources Service	462,970	224,795	221,573	(3,222)
<b>Net Expenditure</b>	<b>817,516</b>	<b>402,061</b>	<b>404,851</b>	<b>2,790</b>
<b>Net Service Controlled Expenditure</b>	<b>817,516</b>	<b>402,061</b>	<b>404,851</b>	<b>2,790</b>

**SERVICE FINANCIAL MONITORING INFORMATION****CHIEF EXECUTIVE'S OFFICE****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	402
Actual Spend to 30 September 2021	<u>405</u>
Adverse Variance to 30 September 2021	<u><u>3</u></u>
<u>Chief Executive's Office</u>	
Adverse salary variance due to vacancy management target	8
Sundry variance	<u>(5)</u>
	<u><u>3</u></u>

## SERVICE REVENUE INFORMATION

<b>COMMUNITY &amp; LEISURE</b>	<b>Updated Estimate 2021/22</b>	<b>Profiled Estimate to 30/09/21</b>	<b>Actual Expenditure to 30/09/21</b>	<b>Adverse / (Favourable) Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Leisure Management</b>				
Leisure Management	236,794	124,629	126,224	1,595
<b>Net Expenditure</b>	<b>236,794</b>	<b>124,629</b>	<b>126,224</b>	<b>1,595</b>
<b>Parks, Countryside &amp; Sport</b>				
Managed Sports Facilities	0	0	77,779	77,779
Outdoor Sports Facilities	129,652	132,581	84,755	(47,826)
Playgrounds	12,230	7,772	0	(7,772)
Sports Development	17,620	10,586	12,567	1,981
Cemeteries	(83,090)	(38,646)	(51,972)	(13,326)
Grounds Maintenance	97,360	67,978	68,313	335
Nature Reserves	107,874	50,945	51,984	1,039
Urban Parks and Open Spaces	315,349	200,228	171,208	(29,020)
<b>Net Expenditure</b>	<b>596,995</b>	<b>431,444</b>	<b>414,634</b>	<b>(16,810)</b>
<b>Community Development</b>				
Community Engagement	997,754	481,004	454,192	(26,812)
<b>Net Expenditure</b>	<b>997,754</b>	<b>481,004</b>	<b>454,192</b>	<b>(26,812)</b>
<b>Arts &amp; Culture</b>				
Andover Events Programme	10,850	(1,008)	(2,790)	(1,782)
Arts Function	21,712	26,935	27,225	290
The Lights	390,172	203,435	179,989	(23,446)
<b>Net Expenditure</b>	<b>422,734</b>	<b>229,362</b>	<b>204,424</b>	<b>(24,938)</b>
<b>Heritage</b>				
Heritage	45,830	22,908	21,919	(989)
<b>Net Expenditure</b>	<b>45,830</b>	<b>22,908</b>	<b>21,919</b>	<b>(989)</b>
<b>Net Service Controlled Expenditure</b>	<b>2,300,107</b>	<b>1,289,347</b>	<b>1,221,393</b>	<b>(67,954)</b>

**SERVICE FINANCIAL MONITORING INFORMATION****COMMUNITY & LEISURE****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	1,289
Actual Spend to 30 September 2021	<u>1,221</u>
Favourable Variance to 30 September 2021	<u><u>(68)</u></u>
<u>Parks, Countryside &amp; Sport</u>	
Salary savings due to vacancies	(24)
Legal and contract support costs for the Managed Sports Facilities	78
Unbudgeted income for Picket Twenty Covid Test Centre	(23)
Lower than budgeted costs for premises, general repairs and grounds maintenance	(25)
Lower than budgeted spend to date on Playgrounds	(8)
Cemeteries income is higher than budgeted	(13)
Wood Fair cancelled due to Covid	(9)
<u>Community Engagement</u>	
Lower than budgeted spend on supplies and services, in particular on promotions due to Covid limitations	(10)
Unbudgeted Local Response Centre Grant.	(12)
<u>The Lights</u>	
Salary savings due to vacancies, reduced use of casual staff due to site closure and furlough income	(40)
Ticket & room hire income	(16)
Additional spend on supplies & services	27
Sundry variance	<u>7</u>
	<u><u>(68)</u></u>

## SERVICE REVENUE INFORMATION

ENVIRONMENTAL SERVICE	Updated Estimate 2021/22	Profiled Estimate to 30/09/21	Actual Expenditure to 30/09/21	Adverse / (Favourable) Variance
	£	£	£	£
Grounds Maintenance	996,994	773,003	710,018	(62,985)
Waste Collection	2,010,620	946,040	875,895	(70,145)
Garden Waste Collection	(202,819)	(427,953)	(481,581)	(53,628)
Street Cleansing	831,228	407,921	373,619	(34,302)
Vehicle Workshop	(19,028)	(34,260)	(27,706)	6,554
ES Technical	432,654	161,523	149,398	(12,125)
Service Overhead Account	22,302	222,642	223,376	734
<b>Net Expenditure</b>	<b>4,071,951</b>	<b>2,048,916</b>	<b>1,823,019</b>	<b>(225,897)</b>
<b>Net Service Controlled Expenditure</b>	<b>4,071,951</b>	<b>2,048,916</b>	<b>1,823,019</b>	<b>(225,897)</b>

**SERVICE FINANCIAL MONITORING INFORMATION****ENVIRONMENTAL SERVICE****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	2,049
Actual Spend to 30 September 2021	<u>1,823</u>
Favourable Variance to 30 September 2021	<u>(226)</u>
Salary savings due to vacant posts across the service as a whole	(103)
Training costs are lower than estimated across the service as a whole	(20)
<u>Grounds Maintenance</u>	
Lower than estimated income from Countryside Works.	10
<u>Waste Collection</u>	
Additional income from dry mixed recycling, bulky waste, sale of bins and other external income.	(69)
<u>Garden Waste Collection</u>	
Net additional income from garden waste	(25)
<u>Street Cleansing</u>	
Additional income from shopping trolley returns	(12)
<u>Vehicle Workshop</u>	
Less than expected income from external MOTs	6
<u>ES Technical</u>	
Lower than estimated spend on diesel to date	(6)
Glass income higher than expected to date	(4)
Sundry variance	<u>(3)</u>
	<u>(226)</u>

**SERVICE REVENUE INFORMATION**

<b>FINANCE &amp; REVENUES</b>	<b>Updated Estimate 2021/22</b>	<b>Profiled Estimate to 30/09/21</b>	<b>Actual Expenditure to 30/09/21</b>	<b>Adverse / (Favourable) Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Finance Service	876,604	430,375	392,059	(38,316)
Customer Services Unit	625,474	332,488	320,441	(12,047)
Council Tax Support Administration	337,420	176,262	172,903	(3,359)
Housing Benefit	244,431	134,597	133,206	(1,391)
Local Taxation Services	542,624	366,806	349,977	(16,829)
<b>Net Expenditure</b>	<b>2,626,553</b>	<b>1,440,528</b>	<b>1,368,586</b>	<b>(71,942)</b>
<b>Net Service Controlled Expenditure</b>	<b>2,626,553</b>	<b>1,440,528</b>	<b>1,368,586</b>	<b>(71,942)</b>

**SERVICE FINANCIAL MONITORING INFORMATION****FINANCE & REVENUES****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	1,441
Actual Spend to 30 September 2021	<u>1,369</u>
Favourable Variance to 30 September 2021	<u><u>(72)</u></u>
<u>Finance &amp; Revenues Service</u>	
Savings from shared internal audit services contract following minor restructure	(19)
Salary savings across the service	(37)
Supplies & services savings across the service	(15)
Sundry variance	<u>(1)</u>
	<u><u>(72)</u></u>

## SERVICE REVENUE INFORMATION

<b>HOUSING &amp; ENVIRONMENTAL HEALTH</b>	<b>Updated Estimate 2021/22</b>	<b>Profiled Estimate to 30/09/21</b>	<b>Actual Expenditure to 30/09/21</b>	<b>Adverse / (Favourable) variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Housing Activities</b>				
General Management	109,280	54,621	56,892	2,271
Housing Development	126,029	77,507	74,362	(3,145)
Hampshire Home Choice	2	(32,321)	(33,765)	(1,444)
Housing Options	937,351	492,446	534,580	42,134
<b>Net Expenditure</b>	<b>1,172,662</b>	<b>592,253</b>	<b>632,069</b>	<b>39,816</b>
<b>Health Activities</b>				
Business Support Team	114,098	58,044	54,730	(3,314)
Pollution	264,507	141,979	136,967	(5,012)
Health Protection	353,074	181,527	150,251	(31,276)
Animal Welfare	70,143	32,904	27,013	(5,891)
Pest Control	65,931	32,963	29,993	(2,970)
Housing Standards	167,327	83,650	87,498	3,848
<b>Net Expenditure</b>	<b>1,035,080</b>	<b>531,067</b>	<b>486,452</b>	<b>(44,615)</b>
<b>Net Service Controlled Expenditure</b>	<b>2,207,742</b>	<b>1,123,320</b>	<b>1,118,521</b>	<b>(4,799)</b>

**SERVICE FINANCIAL MONITORING INFORMATION****HOUSING & ENVIRONMENTAL HEALTH****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	1,123
Actual Spend to 30 September 2021	<u>1,119</u>
Favourable Variance to 30 September 2021	<u><u>(4)</u></u>
<u>Housing &amp; Environmental Health</u>	
Salary savings across the service due to vacancies	(31)
Net additional B&B costs	64
Reduced mileage costs across the service	(14)
Supplies & services savings across the service	(9)
Sundry variance	<u>(14)</u>
	<u><u>(4)</u></u>

**SERVICE REVENUE INFORMATION**

<b>INFORMATION TECHNOLOGY</b>	<b>Updated Estimate 2021/22</b>	<b>Profiled Estimate to 30/09/21</b>	<b>Actual Expenditure to 30/09/21</b>	<b>Adverse / (Favourable) Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Management	160,863	84,423	61,634	(22,789)
Service Desk	67,606	33,806	61,004	27,198
Infrastructure	519,786	290,316	292,126	1,810
Corporate Services	397,941	192,669	172,872	(19,797)
<b>Net Expenditure</b>	<b>1,146,196</b>	<b>601,214</b>	<b>587,636</b>	<b>(13,578)</b>
<b>Net Service Controlled Expenditure</b>	<b>1,146,196</b>	<b>601,214</b>	<b>587,636</b>	<b>(13,578)</b>

**SERVICE FINANCIAL MONITORING INFORMATION****INFORMATION TECHNOLOGY****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	601
Actual Spend to 30 September 2021	<u>588</u>
Favourable Variance to 30 September 2021	<u><u>(13)</u></u>
<u>Information Technology</u>	
Salary savings due to vacancies	(51)
Training costs are lower than budgeted	(13)
Reduction in shared service income due to vacancies and reduced training costs	44
Increased internet service provider costs due to using Teams	6
Sundry variance	<u>1</u>
	<u><u>(13)</u></u>

## SERVICE REVENUE INFORMATION

<b>LEGAL &amp; DEMOCRATIC</b>	<b>Updated Estimate 2021/22</b>	<b>Profiled Estimate to 30/09/21</b>	<b>Actual Expenditure to 30/09/21</b>	<b>Adverse / (Favourable) Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Legal Service	839,198	429,770	399,955	(29,815)
Land Charges	(30,123)	(28,685)	(67,488)	(38,803)
Council Elections	151,626	157,090	127,832	(29,258)
Registration Of Electors	80,630	15,664	(7,535)	(23,199)
Lotteries, Amusements & Gaming Permits	(4,338)	(3,984)	(4,838)	(854)
Alcohol & Entertainment Licensing	(21,457)	10,085	8,747	(1,338)
Scrap Metal Dealers	2,486	1,240	471	(769)
Hackney Carriages & Private Hire Vehicles	17,051	8,289	6,987	(1,302)
<b>Net Expenditure</b>	<b>1,035,073</b>	<b>589,469</b>	<b>464,131</b>	<b>(125,338)</b>
<b>Net Service Controlled Expenditure</b>	<b>1,035,073</b>	<b>589,469</b>	<b>464,131</b>	<b>(125,338)</b>

**SERVICE FINANCIAL MONITORING INFORMATION****LEGAL & DEMOCRATIC****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	589
Actual Spend to 30 September 2021	<u>464</u>
Favourable Variance to 30 September 2021	<u><u>(125)</u></u>
<u>Legal and Democratic</u>	
Salary savings due to vacancy	(28)
Net land charges income is showing a favourable variance against budget	(39)
Elections - unbudgeted grant received to offset additional costs incurred in respect of	(35)
Covid precautions/processes needed at Elections held	
Register of Electors - unbudgeted government grant	(29)
Sundry variance	<u>6</u>
	<u><u>(125)</u></u>

**SERVICE REVENUE INFORMATION**

<b>PLANNING &amp; BUILDING</b>	<b>Updated Estimate 2021/22</b>	<b>Profiled Estimate to 30/09/21</b>	<b>Actual Expenditure to 30/09/21</b>	<b>Adverse / (Favourable) Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Development Control & Enforcement	1,058,644	562,779	646,990	84,211
Building Control	117,211	67,523	26,879	(40,644)
<b>Net Expenditure</b>	<b>1,175,855</b>	<b>630,302</b>	<b>673,869</b>	<b>43,567</b>
<b>Net Service Controlled Expenditure</b>	<b>1,175,855</b>	<b>630,302</b>	<b>673,869</b>	<b>43,567</b>

**SERVICE FINANCIAL MONITORING INFORMATION****PLANNING & BUILDING****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	630
Actual Spend to 30 September 2021	<u>674</u>
Adverse Variance to 30 September 2021	<u><u>44</u></u>
<u>Development Control &amp; Enforcement</u>	
Additional expenditure on temporary staff and overtime partially offset by salary savings	57
Savings within transport costs due to continued COVID impact on travel	(4)
Savings on training costs to date	(5)
Lower than budgeted income from planning applications to date	31
<u>Building Control</u>	
Higher than budgeted income to date	(43)
Sundry variance	<u>8</u>
	<u><u>44</u></u>

## SERVICE REVENUE INFORMATION

<b>PLANNING POLICY &amp; ECONOMIC DEVELOPMENT</b>	<b>Updated Estimate 2021/22</b>	<b>Profiled Estimate to 30/09/21</b>	<b>Actual Expenditure to 30/09/21</b>	<b>Adverse / (Favourable) Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Planning Policy</b>				
Planning Policy	871,748	435,838	456,472	20,634
Local Development Framework	275,487	67,401	51,193	(16,208)
<b>Net Expenditure</b>	<b>1,147,235</b>	<b>503,239</b>	<b>507,665</b>	<b>4,426</b>
<b>Economic Development</b>				
Economic Development & Promotion	104,480	59,029	44,506	(14,523)
Promotion of Tourism	99,380	85,804	84,312	(1,492)
Town Centre Management	20,000	9,996	4,000	(5,996)
<b>Net Expenditure</b>	<b>223,860</b>	<b>154,829</b>	<b>132,818</b>	<b>(22,011)</b>
<b>Regeneration</b>				
South of Romsey Town Centre Project	2,845	2,845	2,845	0
Andover Town Centre Rejuvenation	25,319	25,319	25,319	0
<b>Net Expenditure</b>	<b>28,164</b>	<b>28,164</b>	<b>28,164</b>	<b>0</b>
<b>Net Service Controlled Expenditure</b>	<b>1,399,259</b>	<b>686,232</b>	<b>668,647</b>	<b>(17,585)</b>

**SERVICE FINANCIAL MONITORING INFORMATION****PLANNING POLICY & ECONOMIC DEVELOPMENT****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	686
Actual Spend to 30 September 2021	<u>669</u>
Favourable Variance to 30 September 2021	<u><u>(17)</u></u>
<u>Planning Policy</u>	
Salary savings across the service	(4)
Additional costs for new home workers and exceptional loss claim	5
<u>Economic Development</u>	
Payments for Business Incentive grants, Independent Retailer grants and Andover Skills funding are below budget at this point in the year	(13)
Sundry variance	<u>(5)</u>
	<u><u>(17)</u></u>

## SERVICE REVENUE INFORMATION

PROPERTY & ASSET MANAGEMENT	Updated Estimate 2021/22	Profiled Estimate to 30/09/21	Actual Expenditure to 30/09/21	Adverse / (Favourable) Variance
	£	£	£	£
<b>Property &amp; Asset Management</b>				
Estates Support Unit	880,162	439,940	486,039	46,099
Andover Market	(29,610)	(34,806)	(34,737)	69
High Street Bookings	560	282	255	(27)
<b>Net Expenditure</b>	<b>851,112</b>	<b>405,416</b>	<b>451,557</b>	<b>46,141</b>
<b>Property Portfolio</b>				
Business Park Development	(6,166,278)	(3,196,353)	(3,206,857)	(10,504)
Investment Properties	(1,165,470)	(579,182)	(521,232)	57,950
Corporate Properties	(458,982)	(188,052)	(239,151)	(51,099)
Union Street	(94,030)	(46,830)	(46,110)	720
Chantry Centre	(736,470)	(647,469)	(647,469)	0
Andover Bus Station	(2,060)	(4,123)	(2,743)	1,380
<b>Net Income</b>	<b>(8,623,290)</b>	<b>(4,662,009)</b>	<b>(4,663,562)</b>	<b>(1,553)</b>
<b>Premises Management</b>				
Andover Magistrates Court	200	92	40	(52)
Public Halls	27,550	14,185	(24,204)	(38,389)
Public Conveniences	117,169	41,667	32,317	(9,350)
Office Accommodation	220,346	107,021	64,057	(42,964)
Building Maintenance	95,111	56,199	63,050	6,851
Building Cleaning	10,898	12,364	3,413	(8,951)
Depot Costs	58,900	23,754	23,623	(131)
Leisure Facilities	44,780	18,658	17,338	(1,320)
<b>Net Expenditure</b>	<b>574,954</b>	<b>273,940</b>	<b>179,634</b>	<b>(94,306)</b>
<b>Transport</b>				
Engineers	194,498	135,246	99,624	(35,622)
Highways	13,880	7,125	10,625	3,500
Parking	(1,079,734)	(574,299)	(504,518)	69,781
Community Transport	55,000	22,917	9,098	(13,819)
<b>Net Income</b>	<b>(816,356)</b>	<b>(409,011)</b>	<b>(385,171)</b>	<b>23,840</b>
<b>Net Service Controlled Income</b>	<b>(8,013,580)</b>	<b>(4,391,664)</b>	<b>(4,417,542)</b>	<b>(25,878)</b>

**SERVICE FINANCIAL MONITORING INFORMATION****PROPERTY & ASSET MANAGEMENT****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	(4,392)
Actual Spend to 30 September 2021	<u>(4,418)</u>
Favourable Variance to 30 September 2021	<u><u>(26)</u></u>
<u>Property &amp; Asset Management</u>	
Salary savings across the service due to vacancies & furlough grant income	(102)
Additional professional fees	45
<u>Business Park Development</u>	
Service Charge income for Portway higher than estimated	(7)
No expenditure to date for advertising costs	(8)
<u>Investment Properties / Corporate Properties / Union Street</u>	
Investment properties - lower than estimated rental income due to vacancies and rent free periods	59
Corporate properties - additional rental income	(49)
<u>Public Halls</u>	
Savings on utilities due to one off credit re prior year	(15)
Higher than estimated income from hall hire	(18)
<u>Public Conveniences</u>	
Savings on premises costs	(8)
<u>Office Accommodation</u>	
Lower than estimated cost of utilities	(6)
Higher than estimated income from hall hire	(6)
<u>Engineers</u>	
Lower than estimated consultancy income due to vacancies	22
<u>Parking</u>	
Savings on electricity costs	(8)
Various supplies & services savings	(9)
Lower than budgeted car parking income and penalty charge notice income due to free parking being in place to 12th April 2021, COVID restrictions still being in place once parking charges resumed and workers still working from home and not purchasing season tickets	103
<u>Community Transport</u>	
Claims lower than estimated	(14)
Sundry variance	<u>(6)</u>
	<u><u>(26)</u></u>

**SERVICE REVENUE INFORMATION**

<b>STRATEGY &amp; INNOVATION</b>	<b>Updated Estimate 2021/22</b>	<b>Profiled Estimate to 30/09/21</b>	<b>Actual Expenditure to 30/09/21</b>	<b>Adverse / (Favourable) Variance</b>
	£	£	£	£
Strategy & Innovation	730,173	384,936	390,322	5,386
<b>Net Expenditure</b>	<b>730,173</b>	<b>384,936</b>	<b>390,322</b>	<b>5,386</b>
<b>Net Service Controlled Expenditure</b>	<b>730,173</b>	<b>384,936</b>	<b>390,322</b>	<b>5,386</b>

**SERVICE FINANCIAL MONITORING INFORMATION****STRATEGY & INNOVATION****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	385
Actual Spend to 30 September 2021	<u>390</u>
Adverse Variance to 30 September 2021	<u><u>5</u></u>
No significant variances to report	
Sundry variance	<u>5</u>
	<u><u>5</u></u>

## SERVICE REVENUE INFORMATION

<b>CORPORATE &amp; DEMOCRATIC CORE</b>	<b>Updated Estimate 2021/22</b>	<b>Profiled Estimate to 30/09/21</b>	<b>Actual Expenditure to 30/09/21</b>	<b>Adverse / (Favourable) Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b><u>Corporate</u></b>				
Corporate Subscriptions	27,270	21,000	21,370	370
Emergency Planning	34,448	27,212	27,811	599
Corporate Public Relations, Information & Consultation	21,100	0	124	124
Corporate Management	332,330	47,107	56,744	9,637
Romsey Future	10,000	4,614	1,249	(3,365)
Delivering Public Services Electronically	10,000	10,000	10,185	185
Strategic Partnership	2,700	1,348	0	(1,348)
Allocated Central Overheads	95,340	55,462	52,566	(2,896)
Non-distributable Costs	190,600	95,300	96,213	913
<b>Net Expenditure</b>	<b>723,788</b>	<b>262,043</b>	<b>266,262</b>	<b>4,219</b>
<b><u>Democratic</u></b>				
Councillors	449,780	221,896	215,856	(6,040)
Councillor Meetings	23,000	18,726	14,805	(3,921)
Mayoral Office	25,470	10,728	12,554	1,826
Civic Ceremonies	0	0	1,539	1,539
<b>Net Expenditure</b>	<b>498,250</b>	<b>251,350</b>	<b>244,754</b>	<b>(6,596)</b>
<b>Net Service Controlled Expenditure</b>	<b>1,222,038</b>	<b>513,393</b>	<b>511,016</b>	<b>(2,377)</b>

**SERVICE FINANCIAL MONITORING INFORMATION****CORPORATE & DEMOCRATIC CORE****EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	513
Actual Spend to 30 September 2021	<u>511</u>
Favourable Variance to 30 September 2021	<u><u>(2)</u></u>
<u>Corporate &amp; Democratic Core</u>	
Members Allowances are below budget due to vacancies during April	(6)
Sundry variance	<u>4</u>
	<u><u>(2)</u></u>

## KEY FINANCIAL AREAS

## ANNEX

	Updated Estimate 2021/22 £'000	Profiled Estimate to 30/09/21 £'000	Actual to 30/09/21 £'000	Adverse / (Favourable) Variance £'000	Comments
<b><u>Expenditure</u></b>					
Staff Costs	20,757	10,311	9,997	(314)	This includes all salary, recruitment, relocation and post entry training costs, net of the 4.5% vacancy management provision and income from the Covid-19 Job retention Scheme grant.
Borrowing Costs	157	78	78	0	This is the interest paid on external borrowing.
	<b>20,914</b>	<b>10,389</b>	<b>10,075</b>	<b>(314)</b>	
<b><u>Income</u></b>					
Investment Income	(242)	(125)	(169)	(44)	This is the net income generated by the management of the Council's cash investment portfolio.
Building Control Income	(292)	(145)	(188)	(43)	This is the income generated by fees in respect of Building Control work performed by the Council.
Car Parking Income	(1,824)	(907)	(804)	103	This includes season tickets and all on and off street parking income.
Development Control Income	(1,310)	(650)	(619)	31	This is income from Planning Applications and legal fees relating to the applications.
Investment Property Income	(6,270)	(3,095)	(3,131)	(36)	This includes the rental income for all the Council's industrial land and buildings, excluding those that have been purchased as part of the Project Enterprise initiative.
Investment Income from Property Purchases	(2,146)	(1,150)	(1,094)	56	This includes the rental income for investment properties that have been purchased as part of the Project Enterprise initiative and is expected to return a yield of 6.9% in the year on an investment of £31.1m.
Land Charges Income	(184)	(85)	(144)	(59)	This is income from Local Land Charge Search Fees.
Leisure Income	(220)	(109)	(156)	(47)	This includes all income from Community & Leisure services including indoor and outdoor leisure facilities, The Lights and cemeteries.
	<b>(12,488)</b>	<b>(6,266)</b>	<b>(6,305)</b>	<b>(39)</b>	
<b><u>Total</u></b>	<b>8,426</b>	<b>4,123</b>	<b>3,770</b>	<b>(353)</b>	

**SERVICE FINANCIAL MONITORING INFORMATION**  
**KEY AREAS OF INCOME AND EXPENDITURE**  
**EXPLANATION OF KEY VARIANCES**

	£ 000
Profiled Estimate to 30 September 2021	4,123
Actual Spend to 30 September 2021	<u>3,770</u>
Favourable Variance to 30 September 2021	<u><u>(353)</u></u>
<u>Staff Costs</u>	
Staff costs are lower than anticipated at this point in the year, mainly due to vacancies	(314)
<u>Income</u>	
Investment income is higher than budgeted due to a better than budgeted average rate of return	(44)
Building control income is higher than estimated in the year to date	(43)
Car parking income is lower than estimated in the year to date	103
Development control income is lower than estimated in the year to date	31
Income from investment properties is lower than estimated in the year to date	20
Land Charges income has increased due to the stamp duty exemption	(59)
Income across the Community & Leisure service is higher than anticipated	(47)
Sundry variance	<u>0</u>
	<u><u>(353)</u></u>



- 2.3 Condition surveys are carried out on all land and buildings on a rolling five year cycle. The results of the surveys are used to allocate each building into a priority category for works to be undertaken. This, combined with a review of how long the Council expects to retain individual properties, informs the development of the land and buildings' element of the AMP.
- 2.4 All vehicles and plant are regularly serviced by the Council's internal vehicle workshop. The effectiveness of all vehicles is monitored as part of the servicing programme. Among other things, this includes identifying where vehicles' workloads are different to that expected which may alter the timing of their replacement and identifying vehicles with higher / lower than expected servicing costs. Service users also keep the number of vehicles / items of plant required to deliver services under regular review.
- 2.5 The IT Service has a register of all hardware and major software systems used by the Council with profiles of their expected useful lives. From this it is possible to plan when IT infrastructure will need to be replaced. For hardware this tends to be between once every three to five years whereas software packages tend to last longer.

### **3 Corporate Objectives and Priorities**

- 3.1 In order to deliver the key priorities identified in the Corporate Plan it is essential that the Council's underlying asset base is sufficiently maintained to be fit for purpose.
- 3.2 The Council has a significant land and property holding generating income that is a key part of the Council's revenue budget. Maintaining and improving this income stream will be a significant factor in the Council's financial strategy in the future and this has a clear link to the maintenance of the land and property assets themselves.

### **4 Consultations/Communications**

- 4.1 Relevant Heads of Service have been consulted with regard to the investment required to maintain those assets for which they are responsible.

### **5 2021/22 AMP update**

#### Land and Buildings

- 5.1 Expenditure to the end of October shows works to the value of £941,000 have been committed or completed against an original budget for the year of £2.389M.
- 5.2 There have been some changes to the budget requirement during the year as shown in Annex 1a:
- The cost of the stonework repairs to the Guildhall required an additional £27,000 and the boiler at London Road Sports Pavilion required an additional £28,000 over the original amounts estimated.

- Electrical works at Portway Depot with a budget of £20,000 have been removed and included within the budget for rewiring in 2022/23.
  - Replacement toilet flooring for Union House at £5,000 is no longer required as the condition is suitable for the life of the building and current tenant use.
  - The budget of £20,000 for a new screen and projector at The Lights is no longer required.
- 5.3 A number of projects totalling £263,000 have been put on hold. This includes projects at Beech Hurst totalling £223,000 which have been put on hold due to the agile working review, and projects at Crosfield Hall and The Lights due to the regeneration projects for Romsey and Andover.
- 5.4 A number of schemes have been delayed as a result of staff resources being directed to other priorities, and the budget is recommended to be carried forward. The total value of items to be carried forward is £199,000 and is shown in Annex 1a and cross referenced in Annex 2a.
- 5.5 Taking into account these adjustments, the AMP requirement for the year is now expected to be £499,000 less than originally estimated at £1.890M as shown in Annex 1a.
- 5.6 Maintenance and asset management linked to the Council's ownership of the Chantry Centre are not included in this report. Separate arrangements are in place for the centre to ensure tenants' service charges are accurately allocated.

#### Vehicles and Plant

- 5.7 The total requirement for 2021/22 was originally set at £1.499M against which actual spend and commitments at the end of October are £584,000.
- 5.8 There have been a few budget changes during the year. Five items marked with an asterisk (\*) are no longer required, but two new items marked with a double asterisk (\*\*) will be purchased instead. The balancing amount of £18,000 (marked with a triple asterisk (\*\*\*) will remain in the budget until the end of the financial year to cover any additional costs that may arise when the remaining items are tendered.
- 5.9 A breakdown of the costs related to the 2021/22 AMP which remains at £1.499M is shown in Annex 1b.

#### IT Infrastructure

- 5.10 Completed and committed expenditure for the year to October is £64,000 against an original estimate of £631,000.
- 5.11 There have been a number of changes to the budget for 2021/22. One item, Asset Explorer, an asset management tool, has been added at a cost of £13,000. Five items are to be taken out, either because they are no longer required, or because they are being deferred beyond 2022/23.

5.12 Five projects totalling £70,000 are requested to be carried forward until 2022/23.

5.13 Taking into account these changes, the requirement for 2021/22 is now estimated to be £361,000 and is shown in Annex 1c.

## **6 2022/23 AMP programme**

### Land and Buildings

6.1 The land and buildings' element of the AMP is managed across two Services; Property & Asset Management and Community & Leisure.

6.2 The recommended budget for works in 2022/23 is £1.451M (including £199,000 brought forward from 2021/22) and is recommended to be fully funded.

6.3 It is recommended that the works for the Playgrounds at a total cost of £316,000 be funded from the New Homes Bonus as these are projects that will benefit the community.

6.4 A summary of the items included in the AMP for 2022/23 is shown in Annex 2a.

### Vehicles and Plant

6.5 The recommended budget for the replacement of vehicles and plant in 2022/23 is £788,000.

6.6 A summary of the items included in the AMP for 2022/23 is shown in Annex 2b.

### IT Infrastructure

6.7 The IT AMP requirement for 2022/23 is £449,000 including the items brought forward from 2021/22. A breakdown of the costs is shown in Annex 2c.

6.8 In addition, a new telephony system is identified as a known project, but at this stage, there is no budget allocated against it. This will be reviewed and investigated during 2022/23 and a separate report brought forward in due course.

## **7 Options**

7.1 There are many possible ways of prioritising the individual assets that require maintenance and the extent to which work is carried out.

7.2 The amounts included in the annexes and recommended for inclusion in the AMP are based on the professional advice of officers from the Services concerned in the operation and management of the Council's assets.

- 7.3 If, during the year, it becomes apparent that items need to be added to the AMP as a result of unexpected deterioration of an asset or for operational expediency it is recommended that the Head of Finance and Revenues, after consultation with the Finance & Resources Portfolio Holder and the Head of Service responsible for the item, be authorised to procure such works as are necessary from the AMP reserve (see paragraph 9.4) to the extent that the reserve has funds available. It may also be the case that there are good reasons for approved projects to be temporarily deferred and Heads of Service should also have the capacity to postpone items where they consider it appropriate. Any such approvals will be agreed with the Finance & Resources Portfolio Holder and reported to Cabinet as part of the following AMP update.

## **8 Risk Management**

- 8.1 A risk assessment has been completed in accordance with the Council's Risk management process and has identified the following significant (Red or Amber) residual risks that cannot be fully minimised by existing or planned controls or additional procedures.
- 8.2 There is a risk that the projects included in the AMP will not be delivered as scheduled leading to assets falling into disrepair. This will be monitored by regular progress reviews of the AMP by responsible officers and update reports to Cabinet.
- 8.3 There is a risk that there will be insufficient funds available to meet AMP requirements. The current level of the AMP reserve is just sufficient to fund the programme included in this report; however, there continues to be the need to seek sustainable funding for the AMP.
- 8.4 There is a risk of claims resulting from loss or injury caused by / contributed to as a result of poorly maintained Council owned property. This will be monitored by regular progress reviews of the AMP by responsible officers and update reports to Cabinet.

## **9 Resource Implications**

- 9.1 The projected costs of the AMP in 2021/22 and 2022/23 are discussed in sections five and six above and are shown in more detail in annexes 1 and 2. These costs will be met in the majority from a specific reserve created to fund asset management costs.

### Financing the AMP

- 9.2 It is not practical to build a base budget for AMP costs against individual services due to the highly changeable requirement from year to year. The Council's approach to funding the AMP is to hold an earmarked reserve that is allocated each year to budgets where expenditure is to be incurred.

9.3 The AMP is funded as follows:

- An annual contribution from the revenue budget. This contribution is currently £1.6M per annum. This includes a contribution of £100,000 for vehicle maintenance costs which is recommended to be transferred back into the Environmental Service revenue budget in 2022/23, thereby reducing the annual contribution to £1.5M.
- Where the Council has a revenue variance at the end of the year an element of this can be used to top-up the reserve. However, this option cannot be relied upon as a sustainable source of funding.
- An additional contribution to the AMP reserve might be recommended where there is additional pressure on the reserve. The contribution agreed for 2022/23 per the Medium Term Financial Strategy includes an additional £306,000.

9.4 At 31 March 2021 the Council's AMP reserve balance stood at £3.222M. The forecast movement in the reserve up to 31 March 2023 is shown in the table below.

	£'000
<b>Asset Management Reserves at 31 March 2021</b>	<b>3,222</b>
Transfer from revenue budget – 2021/22	1,600
Transfer from revenue budget – 2022/23	1,500
Additional contribution to reserve from revenue budget in respect of the financial management system upgrade	52
Additional transfer from revenue budget as per the Medium Term Financial Strategy – 2022/23	306
Contribution from New Homes Bonus re playgrounds	366
Plug-in grants re purchase of electric vehicles	10
Sale of vehicles replaced as part of 2021/22 AMP	38
Land and Buildings Requirement 2021/22 – Annex 1a	(1,890)
Vehicle and Plant Requirement 2021/22 – Annex 1b	(1,499)
IT Infrastructure Requirement 2021/22 – Annex 1c	(361)
Land and Buildings Requirement 2022/23 – Annex 2a	(1,451)
Vehicle and Plant Requirement 2022/23 – Annex 2b	(788)
IT Infrastructure Requirement 2022/23 – Annex 2c	(449)
<b>Forecast Asset Management Reserves at 31 March 2023.</b>	<b>656</b>

- 9.5 The proposed AMP items comprise both revenue and capital expenditure. Expenditure is classified as capital when the total cost is over £10,000 and it is for the purchase of a new asset, materially lengthens the useful life of an existing asset or adds value to the asset being modified. All other expenditure on the routine maintenance and repair of assets will be treated as revenue expenditure. Once approved, the costs of the AMP will be kept in the Asset Management Reserve and drawn down as and when required.

## **10 Legal Implications**

- 10.1 Those tenants occupying Council owned properties for which the Council is responsible for maintenance could, in the event of their property falling into disrepair, take action against the Council as their landlord. This is covered in the risk assessment (paragraph 8.4).

## **11 Climate Change Implications**

- 11.1 The Council has set up a number of Climate Change Work Streams in response to the Council Motion on 4 September 2019, "That the Council declares a 'Climate Emergency' and commits to investigating clear and effective options to become a carbon-neutral organisation."

Three of these Work Streams are relevant to the Asset Management Plan:

- a) Premises and Asset Management – to review the management of the Council's premises and assets to identify areas where we can reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat needs;
  - b) Transport, Fleet and Plant – to bring forward measures to improve the fuel efficiency and move towards lower emission fuel sources;
  - c) Digital and smart working – to investigate how the Council can make best use of available technology and how this could help change the way the Council does business.
- 11.2 The Property & Asset Management Service do and will continue to explore all options when upgrading or replacing property assets. Part of this exploration will always include a review of alternative technologies and solutions.
- 11.3 A regular assessment of alternative technologies is always undertaken in relation to the procurement of replacement vehicles and plant. The Environmental Service has deployed a number of electric vans in recent years and will continue to do so where appropriate. Other technologies are emerging, particularly around grounds maintenance functions, where electrically powered plant and hand held equipment is gradually coming onto the market. For larger vehicles the alternative technology available is a mixed and evolving picture. For waste collection vehicles there is now the option to consider the deployment of electrically powered alternatives onto the fleet but the cost of doing so is currently prohibitive with the electric version costing more than twice that of a traditionally diesel powered version. The situation will be kept under continual review where it is anticipated that prices will reduce over time and it is important to note that all new vehicles meet the required low emissions standards at the time of purchase.

## 12 Equality Issues

- 12.1 An EQIA screening has been completed in accordance with the Council's EQIA methodology and no potential for unlawful discrimination or negative impact has been identified, therefore a full EQIA has not been carried out.

## 13 Other Issues

- 13.1 There are no other issues.

## 14 Conclusion and reasons for recommendation

- 14.1 All Council land, vehicle and IT assets have been reviewed to ensure that those included on the draft programme are the most appropriate at this time.
- 14.2 For this reason it is recommended that the items shown in Annex 1 are included in the revised AMP for 2021/22 and the items shown in Annex 2 are included in the AMP for 2022/23.
- 14.3 Asset management needs to have flexibility due to the difficulty of knowing exactly when an item will need repair or replacement. In order to ensure that operational efficiency is not impaired it is recommended that controlled safeguards are built in to the financing of the AMP to ensure that unforeseen works can be undertaken without undue delay.

<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
None			
<u>Confidentiality</u>			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.			
No of Annexes:	2	File Ref:	N/A
(Portfolio: Finance and Resources) Councillor M Flood			
Officer:	Jenni Carter	Ext:	8236
Report to:	Cabinet	Date:	8 December 2021

**LAND & BUILDINGS**  
**ASSET MANAGEMENT REQUIREMENT 2021/22**

<u>Property Name</u>	<u>2021/22</u> <u>Budget</u> £	<u>Budget</u> <u>changes</u> £	<u>Actual spend</u> <u>to date</u> £	<u>On hold</u> £	<u>Carry forward</u> <u>to 2022/23</u> £	<u>Budget</u> <u>remaining</u> £
<b><u>Property &amp; Asset Management</u></b>						
18 Market Place	36,259				(36,259)	0
Abbottswood Sports Pavilion	7,000		2,620			4,380
Andover Bus Station	9,000		1,238			7,762
Beech Hurst	298,298		37,153	(223,423)		37,722
Bourne House	3,000					3,000
Broadwater Road Public Convenience	1,500	(1,300)				200
Bus Shelters	10,000		5,075			4,925
Charlton Cemetery Mess Room	1,000	(825)				175
Charlton Sports Centre	30,000					30,000
Churchill Bungalow	20,000		7,736			12,264
Crosfield Hall	10,000			(10,000)		0
Guildhall	218,471	27,000	241,689			3,782
The Lights	30,000			(30,000)		0
London Road Sports Pavilion	51,000	27,730	78,449			281
Portway Depot	224,237	(20,000)	5,851			198,386
St Mary's Churchyard	38,983					38,983
Stockbridge Public Conveniences	1,000	(870)				130
Union House	5,000	(5,000)				0
Various car parks	5,000		5,643			(643)
Various - Management Information System	5,000	(5,000)				0
Various - site surveys	47,124	(38,250)	8,874			0
Various sites - EPC outcome works	150,000				(150,000)	0
Walworth Enterprise Centre	64,826		33,617		(12,500)	18,709
<b>Total Property &amp; Asset Management</b>	<b>1,266,698</b>	<b>(16,515)</b>	<b>427,945</b>	<b>(263,423)</b>	<b>(198,759)</b>	<b>360,056</b>
<b><u>Community &amp; Leisure</u></b>						
Cemeteries / Memorials	15,608					15,608
Green Spaces	640,597		141,414			499,183
The Lights	32,114	(20,000)	4,859			7,255
Playgrounds	50,000		49,640			360
Sports Facilities	384,194		316,805			67,389
<b>Total Community &amp; Leisure</b>	<b>1,122,513</b>	<b>(20,000)</b>	<b>512,718</b>	<b>0</b>	<b>0</b>	<b>589,795</b>
<b>Total Land &amp; Buildings Requirement for 2021/22</b>	<b>2,389,211</b>	<b>(36,515)</b>	<b>940,663</b>	<b>(263,423)</b>	<b>(198,759)</b>	<b>949,851</b>
<b><u>Reserve list - Scheduling to be agreed:</u></b>						
<b><u>Property &amp; Asset Management</u></b>						
Beech Hurst	15,000					15,000
Former Magistrates Court, Romsey	35,000					35,000
Picket Twenty Sports Pavilion	10,000					10,000
Various sites - condition survey outcomes	150,000					150,000
<b>Total Property &amp; Asset Management Reserve List</b>	<b>210,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>210,000</b>

**VEHICLES & PLANT - ASSET MANAGEMENT REQUIREMENT 2021/22**

<u>Unit</u>	<u>Type of Asset</u>	<u>2021/22 Budget</u>	<u>Budget changes</u>	<u>Actual spend to date</u>	<u>On order but not yet received</u>	<u>Carry forward to 2022/23</u>	<u>Budget remaining</u>
		£	£	£	£	£	£
Grounds Maintenance	Van	22,000					22,000
Grounds Maintenance	Cultivator/chain harrow	3,000					3,000
Grounds Maintenance	Roller	2,000					2,000
Grounds Maintenance	Trailer	* 1,200	(1,200)				0
Grounds Maintenance	Tractor	95,000					95,000
Grounds Maintenance	Cylinder mower	3,700					3,700
Grounds Maintenance	Chain harrow	2,500					2,500
Grounds Maintenance	Trailer	3,000					3,000
Grounds Maintenance	Cylinder mower	20,000					20,000
Waste Collection	Refuse vehicle	180,000					180,000
Charlton Cemetery Mess Ro	Refuse vehicle	180,000					180,000
Waste Collection	Refuse vehicle	180,000					180,000
Grounds Maintenance	Specialist equipment	* 2,500	(2,500)				0
Grounds Maintenance	Flail mower	* 16,000	(16,000)				0
Grounds Maintenance	Flail mower	* 16,000	(16,000)				0
Vehicle Workshop	Charging stations x 2	**	14,000				14,000
Balancing amounts		***	16,318				16,318
Vehicle Workshop	Depot Equipment	35,000					35,000
Grounds Maintenance	Trailer	* 4,000	(4,000)				0
Grounds Maintenance	Cut & collect unit	**	7,700				7,700
Grounds Maintenance	Rotary mower	25,000					25,000
Grounds Maintenance	Rotary mower	25,000					25,000
Grounds Maintenance	Flail mower	25,000					25,000
Vehicle Workshop	Vehicle Maintenance	100,000		25,000			75,000
Grounds Maintenance	Rotary Mower	18,100		18,100			0
Grounds Maintenance	Rotary Mower	18,100		18,100			0
Grounds Maintenance	Rotary Mower	18,100		18,100			0
Grounds Maintenance	Rotary Mower	23,750		23,750			0
Street Cleansing	Tipper	39,250			39,250		0
Street Cleansing	Tipper	39,250			39,250		0
Street Cleansing	Tipper	39,250			39,250		0
Waste Collection	Tipper	50,936			50,936		0
Waste Collection	Tipper	50,936			50,936		0
Grounds Maintenance	Trailer	1,383		1,383			0
Grounds Maintenance	Trailer	3,675		3,675			0
Grounds Maintenance	Trailer	3,675		3,675			0
Grounds Maintenance	Van	21,266	811	22,077			0
Grounds Maintenance	Van	21,266	811	22,077			0
Street Cleansing	Tipper	31,632	10	31,642			0
Street Cleansing	Tipper	31,632	10	31,642			0
Street Cleansing	Tipper	31,632	10	31,642			0
Street Cleansing	Tipper	31,632	10	31,642			0
Street Cleansing	Tipper	31,632	10	31,642			0
Street Cleansing	Tipper	31,632	10	31,642			0
Vehicle Workshop	Fleet Management System	19,000		19,000			0
<b>Total Vehicles &amp; Plant Requirement 2021/22</b>		<b>1,498,630</b>	<b>0</b>	<b>364,789</b>	<b>219,622</b>	<b>0</b>	<b>914,219</b>

**VEHICLES & PLANT - ASSET MANAGEMENT REQUIREMENT 2021/22**

<u>Unit</u>	<u>Type of Asset</u>	<u>2021/22 Budget</u>	<u>Budget changes</u>	<u>Actual spend to date</u>	<u>On order but not yet received</u>	<u>Carry forward to 2022/23</u>	<u>Budget remaining</u>
		£	£	£	£	£	£

**Reserve list - Scheduling to be agreed:**

Grounds Maintenance	Tractor	65,000					65,000
Grounds Maintenance	Tractor	65,000					65,000
<b>Total Vehicles &amp; Plant Reserve List</b>		<b>130,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>130,000</b>

**IT INFRASTRUCTURE - ASSET MANAGEMENT REQUIREMENT 2021/22**

<u>Description</u>	<u>2021/22 Budget</u>	<u>Budget changes</u>	<u>Actual spend to date</u>	<u>Carry forward to 2022/23</u>	<u>Budget Remaining</u>
	£	£	£	£	£
Desktop Refresh	111,019		56,510		54,509
Servers - 3 VM Hosts	79,200				79,200
Network Refresh	65,911		2,493		63,418
Citrix upgrade	5,000				5,000
IDOX upgrade	10,000		1,900		8,100
Asset Explorer	0	13,121			13,121
CCTV	16,500			(16,500)	0
Info @ work	17,000	(400)		(16,600)	0
Apps - other migrations	31,000	(16,000)		(15,000)	0
Remote working investments	15,000				15,000
Charlton Cemetery Mess Room	130,000	(130,000)			0
ArcServe Backup	5,000				5,000
Ipads (Members & HoS)	25,000	(25,000)			0
Meeting Room Comms Equipment	10,000		3,091	(6,909)	0
Richmond upgrade	2,500				2,500
Door system	57,000	(42,000)		(15,000)	0
Financial Management System upgrade	51,000				51,000
<b>Total IT Infrastructure requirement 2021/22</b>	<b>631,130</b>	<b>(200,279)</b>	<b>63,994</b>	<b>(70,009)</b>	<b>296,848</b>

**LAND & BUILDINGS**  
**ASSET MANAGEMENT REQUIREMENT 2022/23**

<u>Property Name</u>	<u>Estimated cost</u> £	<u>Brought forward from 2021/22</u> £	<u>2022/23 Budget</u> £
<u>Property &amp; Asset Management</u>			
18 Market Place		36,259	36,259
Abbottswood Sports Pavilion	5,000		5,000
Beech Hurst	35,000		35,000
Bus Shelters	10,000		10,000
FMC	200,000		200,000
Italianate Chapel, Romsey	50,000		50,000
Portway Depot	100,000		100,000
Charlton Cemetery Mess Room	10,000		10,000
Various car parks	5,000		5,000
Various sites - EPC outcome works	0	150,000	150,000
Walworth Enterprise Centre		12,500	12,500
<b>Total Property &amp; Asset Management</b>	<b>415,000</b>	<b>198,759</b>	<b>613,759</b>
<u>Community &amp; Leisure</u>			
Green Spaces	404,500		404,500
The Lights	30,000		30,000
Playgrounds	316,000		316,000
Sports Facilities	86,500		86,500
<b>Total Community &amp; Leisure</b>	<b>837,000</b>	<b>0</b>	<b>837,000</b>
<b>Total Land &amp; Buildings Requirement for 2022/23</b>	<b>1,252,000</b>	<b>198,759</b>	<b>1,450,759</b>

**VEHICLES & PLANT - ASSET MANAGEMENT REQUIREMENT 2022/23**

<u>Unit</u>	<u>Type of Asset</u>	<u>Estimated cost</u>	<u>Brought forward from 2021/22</u>	<u>2022/23 Budget</u>
		£	£	£
Grounds Maintenance	Cylinder mower	4,500		4,500
Grounds Maintenance	Rotary mower	4,500		4,500
Grounds Maintenance	Rotary mower	5,000		5,000
Grounds Maintenance	Cylinder mower	5,000		5,000
Vehicle Workshop	Depot equipment	5,003		5,003
Vehicle Workshop	Depot equipment	5,500		5,500
Street Cleansing	Washers / cleaners	5,800		5,800
Grounds Maintenance	Flail mower	6,500		6,500
Vehicle Workshop	Depot equipment	7,000		7,000
Street Cleansing	Gritter	10,000		10,000
Charlton Cemetery Mess Ro	Gritter	10,000		10,000
Building maintenance	Van	25,000		25,000
Street Cleansing	Sweeper	15,000		15,000
Street Cleansing	Sweeper	15,000		15,000
Street Cleansing	Sweeper	15,000		15,000
Waste Collection	Van	22,000		22,000
Street Cleansing	Van	22,000		22,000
Vehicle Workshop	Van	22,000		22,000
Grounds Maintenance	Washers / cleaners	25,000		25,000
Car Parks	Van	22,000		22,000
Car Parks	Van	22,000		22,000
Street Cleansing	Van	18,000		18,000
Street Cleansing	Van	18,000		18,000
Street Cleansing	Van	18,000		18,000
Street Cleansing	Van	18,000		18,000
Grounds Maintenance	Van	19,000		19,000
Grounds Maintenance	Van	19,000		19,000
Parks & Open Spaces	Van	19,000		19,000
Vehicle Workshop	Depot equipment	25,000		25,000
Waste Collection	Refuse vehicle	180,000		180,000
Waste Collection	Refuse vehicle	180,000		180,000
<b>Total Vehicles &amp; Plant Requirement 2022/23</b>		<b>787,803</b>	<b>0</b>	<b>787,803</b>

**IT INFRASTRUCTURE - ASSET MANAGEMENT REQUIREMENT 2022/23**

<u>Description</u>	<u>Estimated cost</u>	<u>Brought forward from 2021/22</u>	<u>2022/23 Budget</u>
	£	£	£
Desktop Refresh	101,400		101,400
Network (WiFi, LAN) refresh	50,000		50,000
UPS Upgrade/replacement	20,000		20,000
ArcServe Backup/replacement	48,000		48,000
Richmond service desk exploration	2,500		2,500
Meeting Rooms Hybrid set up	20,000	6,909	26,909
EFIN server upgrade/replacement	10,000		10,000
Exchange / 2012 upgrade	5,000		5,000
Citrix / 2012 upgrade	15,000		15,000
Website upgrade - Redesign/accessibility	60,000		60,000
Charlton Cemetery Mess Room	10,000		10,000
Iken upgrade - Legal	6,000		6,000
Public Access upgrade	4,000		4,000
Info@work upgrade	0	16,600	16,600
Room booking upgrade	2,000		2,000
Mod.gov upgrade	7,000		7,000
CCTV	0	16,500	16,500
Door system	0	15,000	15,000
Idox upgrade	10,000		10,000
SharePointOnline exploration	5,000		5,000
Apps - other migrations	0	15,000	15,000
Capita system updates/change requests	3,000		3,000
<b>Total IT Infrastructure requirement 2022/23</b>	<b>378,900</b>	<b>70,009</b>	<b>448,909</b>

Known projects without budget allocation

New telephony system

## **ITEM 10           Capital Programme Update 2021/22 to 2023/24**

Report of the Finance and Resources Portfolio Holder

### **Recommended:**

- 1.     That the new capital schemes with a total cost of £1,100,000 as shown in Annex 2 to the report, be added to the 2021/22 to 2023/24 Capital Programme.**
- 2.     That the revised estimates and financing for the 2021/22 to 2023/24 Capital Programme as shown in Annex 1 to the report, be approved.**

### **Recommendation to Council**

#### **SUMMARY:**

- This report provides an update on the progress of the existing 2021/22 Capital Programme and includes forecast changes to its timescale and total cost.
- It also puts forward proposals for new capital schemes recommended to be added to the Capital Programme over the period 2021/22 to 2023/4.
- The total cost of new projects recommended for inclusion in the Capital Programme is £1.10M. After taking into account external funding, the net cost of these bids is £100,000.
- The net cost of the capital bids is recommended to be funded from the Capital Receipts Reserve.

## **1     Introduction**

- 1.1    The progress of the Capital Programme is reported to Councillors each year, usually in May, November and February.
- 1.2    The last update was presented on 23 June 2021 and gave details of the overall expenditure and financing of the Capital Programme for 2020/21 to 2022/23.
- 1.3    This report provides an update on the Capital Programme approved at that meeting, together with proposals for new projects to be added to the programme. It also examines how the costs of the proposed new programme will be financed.

## **2     New Capital Bids**

- 2.1    All Services were invited to submit bids for new projects to be added to the Capital Programme. The summary shown in Annex 2 shows that only a small number of bids were received. These all relate to the continuation of existing grant and loan schemes.

2.2 All new capital schemes are considered with regard to their relative merits in continuing the Council's priorities, legislative requirements, sustainability and a number of other factors including the level of financing available.

2.3 All projects that were submitted are recommended to be included in the Capital Programme.

### 3 Proposed Capital Programme 2021/22 to 2023/4

3.1 The 2021/22 to 2022/23 Capital Programme approved in June (2020/21 outturn) had a total cost of £38.51M. There have been some changes since that time and these are summarised below.

	<b>£'000</b>
<b>Approved Budget for 2020/21 to 2021/22</b>	<b>38,512.6</b>
Changes to Asset Management Plan Requirement	1,317.9
Community Asset Fund	(0.5)
Andover War Memorial	8.0
Leisure Contract	(865.3)
Approved CIL projects	1202.8
Charlton Leisure Centre Car Park upgrade	(8.0)
Wheelchair swing	25.7
Pocket Park, Town Mill Access & Environmental Enhancement	1.5
Generator - Business Continuity	(40.0)
Property Purchase	(175.0)
Project Enterprise – Schemes to be identified to 2022/23	3,000.0
Discretionary Grants/Loans	500.0
Renovations & Minor Works Grants	(70.0)
<b>Sub-total – movements in the existing Capital Programme</b>	<b>43,409.7</b>
Cost of new bids for inclusion in programme. See Annex 1	1,100.0
<b>Updated Estimate for 2021/22 to 2023/24</b>	<b>44,509.7</b>

- 3.2 An Asset Management Plan (AMP) update report is also on the agenda for this meeting. That report provides an update on the current year's programme and recommended projects for 2022/23. The capital element of the report's recommendations is built in to the figures above.

#### Community & Leisure Projects

- 3.3 Community Asset Fund – there is a time limit on applications for funds and periodically grants are written off as they have exceeded the time limit - this year to date £500 has been written off.
- 3.4 Andover War Memorial – the delay in obtaining faculty permission from Winchester has resulted in an increase of the cost of materials and contract costs from Scottish and Southern Electricity of £8,000. The additional cost will be funded by a saving to be found in the Charlton Leisure Centre Car Park upgrade project.
- 3.5 Andover Leisure Centre – the remaining potential capital expenditure on this project has been reduced following a review of the maximum potential amounts that remain outstanding in the contract. The main reason for the reduction is that items for which capital provision was made at the time the project was approved, have been reclassified as revenue expenditure and will not, therefore, be shown in the capital programme. The overall combined revenue and capital cost will remain within the approved budget level.
- 3.6 CIL projects – six projects have been added that were approved by Cabinet on the 18 August 2021 (minute 140). These are funded by the Community Infrastructure Levy.
- 3.7 A wheel chair swing was installed at Picket Twenty being fully funded by a contribution from Persimmon Homes. Following a query by a resident regarding the inclusiveness of the play offering on the development, the resident subsequently contacted the developer about the provision at the play area. The developer agreed to fund a wheelchair swing which was installed by Test Valley Borough Council.

#### Property & Asset Management Service

- 3.8 Pocket Park/Town Mills Enhancement – this project is being managed by Hampshire County Council (HCC) with contributions from Test Valley Borough Council's New Homes Bonus reserve and S106 contributions. TVBC also applied for and received £513,000 of Local Enterprise Funding. The small over spend showing in the capital programme is relevant to ancillary expenditure for legal costs and permissions.
- 3.9 Generator, Business Continuity – following a review of the original business case for purchasing a generator, it is now recommended that it would be more economical to pay a retainer for the use of a generator, if required, and as such it has been removed from the Capital programme.

- 3.10 Property purchase - following negotiations for the purchase of a property in Andover that had fallen into disrepair, the vendor decided to sell privately. Therefore this project has been removed from the programme.

#### HEH

- 3.11 There have been fewer applications for Renovations and Minor Works Grants than anticipated, therefore, this budget has been reduced by £70,000 to £30,000. An additional sum of £100,000 has been added to the programme for discretionary grants and loans for the current year. These are funded by the Better Care Fund which was agreed in a report to Cabinet on 26 May 2021(minute 16.2).

#### Slippage in the Existing Capital Programme

- 3.12 Picket Twenty pavilion/pitch changes - a wider range of sites are currently being appraised following the adoption of the Sports and Recreation Strategy, so this project will slip into the next financial year.
- 3.13 Picket Twenty Phase 4 – the first of these projects has been completed and the remaining work is currently at the planning stage so is likely to slip into 2022/23.
- 3.14 Four public art projects have been affected by Covid resulting in a total slippage of £53,500 to 2022/23.
- 3.15 Property Investment – the first stage of this project is nearing start on site but the majority of expenditure is likely to slip into the next financial year.

### **4 New Capital Projects**

- 4.1 The total cost of new bids recommended to be added to the Capital Programme is £1.1M. After taking into account external funding the net cost of bids for consideration is £100,000.
- 4.2 Annex 1 shows a summary of capital projects by Service. The projects recommended to be added to the Capital Programme are included in this.
- 4.3 Annex 2 shows a summary of all new capital projects together with an explanation of the project and its key deliverables.

### **5 Financing the Capital Programme**

- 5.1 It is recommended that the new capital projects are financed from Government grants and the Capital Receipts Reserve.

#### Resource Implications

- 5.2 The level of capital spending is entirely dependent on the resources that are available to finance the programme. The ability to add new schemes to the programme is influenced by forecasts of future resources. However, once a scheme is in the programme it is assumed that it will be completed and financed irrespective of whether or not resource forecasts are entirely accurate.

- 5.3 The maximum use of grants and contributions from external bodies and other internal reserves has been taken into account in the proposed financing of the Capital Programme.
- 5.4 The level of capital resources as at outturn for the capital programme is compared to those for the current programme in the following table:-

	<b>Outturn 2020/21</b>	<b>November 2021</b>
<b>Capital Programme</b>	<b>£'000</b>	<b>£'000</b>
Balance Capital Receipts Reserve (CRR) as at 1 April 2021	10,817.1	10,817.1
Total Capital Expenditure 2021/22 – 2023/24	(19,710.6)	(25,707.7)
Total Capital Financing 2021/22 – 2023/24	17,846.8	23,030.5
<b>Capital Receipts Reserve Forecast as at 31 March 2024</b>	<b>8,953.3</b>	<b>8,139.9</b>

- 5.5 The table shows that the forecast Capital Receipts Reserve is expected to reduce from a balance of £10.8M to £8.1M over the life of the existing programme.

## **6 Revenue consequences of the Capital Programme**

- 6.1 The ongoing revenue impact of the capital projects will be built into Service estimates for 2022/23 and will be included in the next budget update in January 2022.

## **7 Corporate Objectives and Priorities**

- 7.1 The capital programme enables capital investment to support the Council's priorities and to maintain its assets so that services may continue uninterrupted in the future.

## **8 Risk Analysis**

- 8.1 The schemes laid out in the proposed capital programme for the coming years are reliant on future capital receipts – the timing and extent of which are by no means certain. This risk is mitigated by cautious valuations of receipt values and through cash flow management to ensure schemes are not delayed for financial reasons.
- 8.2 Each individual project will have specific risks attached to it. These will be identified by the responsible officer at the start of each project.
- 8.3 The Capital Programme presented for approval takes into account all known future capital receipts.

## 9 Equality Issues

- 9.1 An EQIA screening has been completed in accordance with the Council's EQIA methodology and no potential for unlawful discrimination or negative impact has been identified, therefore a full EQIA has not been carried out.

## 10 Consultations

- 10.1 Heads of Service and project managers were consulted in the update of the 2021/22 to 2023/24 Capital Programme.

## 11 Conclusion and reasons for recommendation

- 11.1 This report identifies new capital bids with a total cost of £1.10M (net cost of £100,000 allowing for funding from external sources). These bids will help to deliver the Council's key priorities and are recommended to be added to the Capital Programme.

The report also provides an update on the existing approved Capital Programme.

<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
None			
<u>Confidentiality</u>			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.			
No of Annexes:	2	File Ref:	N/A
(Portfolio: Finance and Resources) Councillor M Flood			
Officer:	Laura Berntsen	Ext:	8204
Report to:	Cabinet	Date:	8 December 2021

**CAPITAL PROGRAMME AND FINANCING****Approved Projects**

	Outturn			November 2021			
	2021/22 £'000	2022/23 £'000	Total £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £'000
<b>CAPITAL EXPENDITURE</b>							
Asset Management Projects	2,533.1	0.0	2,533.1	2,070.5	1,780.5	0.0	3,851.0
Community & Leisure	4,172.0	202.5	4,374.5	3,253.9	1,733.3	0.0	4,987.2
Property & Asset Management	2,444.0	0.0	2,444.0	2,230.5	0.0	0.0	2,230.5
Project Enterprise	20,151.0	4,000.0	24,151.0	6,349.0	17,802.0	0.0	24,151.0
Housing & Environmental Health	950.0	0.0	950.0	980.0	1,250.0	0.0	2,230.0
Affordable Housing	810.0	0.0	810.0	810.0	0.0	0.0	810.0
<b>Total</b>	<b>31,060.1</b>	<b>4,202.5</b>	<b>35,262.6</b>	<b>15,693.9</b>	<b>22,565.8</b>	<b>0.0</b>	<b>38,259.7</b>
<b>CAPITAL FINANCING</b>							
Capital Grants	850.0	0.0	850.0	950.0	1,150.0	0.0	2,100.0
Capital Receipts	6,042.0	1,156.0	7,198.0	6,483.7	1,156.0	50.0	7,689.7
Internal Borrowing	14,802.0	4,000.0	18,802.0	1,000.0	17,802.0	0.0	18,802.0
Capital Contributions	8,231.5	1,317.3	9,548.8	7,515.4	4,628.6	846.8	12,990.8
<b>Total</b>	<b>29,925.5</b>	<b>6,473.3</b>	<b>36,398.8</b>	<b>15,949.1</b>	<b>24,736.6</b>	<b>896.8</b>	<b>41,582.5</b>
Contribution (to) / from balances	1,134.6	(2,270.8)	(1,136.2)	(255.2)	(2,170.8)	(896.8)	(3,322.8)
<b>Total Financing</b>	<b>31,060.1</b>	<b>4,202.5</b>	<b>35,262.6</b>	<b>15,693.9</b>	<b>22,565.8</b>	<b>0.0</b>	<b>38,259.7</b>

**CAPITAL PROGRAMME AND FINANCING****Schemes yet to be identified**

	Outturn				November 2021			
	2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £'000
<b>CAPITAL EXPENDITURE</b>								
Community & Leisure	250.0			250.0		250.0		250.0
Project Enterprise	3,000.0		0.0	3,000.0	3,000.0	3,000.0	0.0	6,000.0
<b>Total</b>	<b>3,250.0</b>	<b>0.0</b>	<b>0.0</b>	<b>3,250.0</b>	<b>3,000.0</b>	<b>3,250.0</b>	<b>0.0</b>	<b>6,250.0</b>
<b>CAPITAL FINANCING</b>								
Capital Contributions	250.0			250.0		250.0	0.0	250.0
<b>Total</b>	<b>250.0</b>	<b>0.0</b>	<b>0.0</b>	<b>250.0</b>	<b>0.0</b>	<b>250.0</b>	<b>0.0</b>	<b>250.0</b>
Contribution (to) / from balances	3,000.0			3,000.0	3,000.0	3,000.0		6,000.0
<b>Total Financing</b>	<b>3,250.0</b>	<b>0.0</b>	<b>0.0</b>	<b>3,250.0</b>	<b>3,000.0</b>	<b>3,250.0</b>	<b>0.0</b>	<b>6,250.0</b>

**ASSET MANAGEMENT PROJECTS**  
**CAPITAL PROGRAMME**

Ref	Scheme	Outturn				November 2021			
		2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £000
1	Land and Property Projects	808.1			808.1	541.6	775.0		1,316.6
2	Vehicle and Plant Projects	1,368.0			1,368.0	1,355.7	739.0		2,094.7
3	IT Equipment Projects	357.0			357.0	173.2	266.5		439.7
<b>Total AMP Capital Programme</b>		<b>2,533.1</b>	<b>0.0</b>	<b>0.0</b>	<b>2,533.1</b>	<b>2,070.5</b>	<b>1,780.5</b>	<b>0.0</b>	<b>3,851.0</b>

**COMMUNITY & LEISURE  
CAPITAL PROGRAMME**

Ref	Scheme	Outturn				November 2021			
		2021/22	2022/23	2023/24	Total	2021/22	2022/23	2023/24	Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£000
1	Community Asset Fund - New projects 2021/22				0.0	250.0			250.0
1A	Community Asset Fund - O/s projects	145.5			145.5	145.0			145.0
2	Andover War Memorial	30.0			30.0	38.0			38.0
3	East Anton Public Art	2.5			2.5		2.5		2.5
4	Leisure Contract	1,565.3			1,565.3	700.0			700.0
5	Fishlake Meadows	88.8			88.8	88.8			88.8
6	Ganger Farm - Sports & Recreation	128.0			128.0	128.0			128.0
7	Ganger Farm - Sports & Recreation enhancement	103.9			103.9	103.9			103.9
8	Boundary fencing & hedging - land purchase	2.5	2.5		5.0	2.5	2.5		5.0
9	Picket Twenty - Pavilion/pitch changes	1,400.0			1,400.0		1,400.0		1,400.0
10	Picket Twenty - Phase 4 play area	146.3			146.3	69.0	77.3		146.3
11	SANG - Sherfield English	30.0			30.0	30.0			30.0
12	Ampfield Recreation Ground	1.8			1.8	1.8			1.8
13	Plaza Theatre Stage House Rebuild		200.0		200.0		200.0		200.0
14	Valley Park Community Centre	3.9			3.9	3.9			3.9
15	Stockbridge Travel to School	95.0			95.0	95.0			95.0
16	King Johns House and Signage	36.5			36.5	36.5			36.5
17	Trojan Sports Club					350.0			350.0
18	Monxton Village Hall					345.0			345.0
19	Broughton Sports Pavilion					200.0			200.0
20	Abbots Ann Clubhouse					250.0			250.0
21	N. Baddesley Fitness Equipment					40.0			40.0
22	Kings Somborne Traffic Calming					17.8			17.8
23	Charlton Leisure Centre Car Park upgrade	200.0			200.0	192.0			192.0
24	Abbotswood Public Art	46.0			46.0	46.0			46.0
25	Picket Piece Public Art	27.0			27.0	25.0	2.0		27.0
26	Picket Twenty Public Art	69.0			69.0	60.0	9.0		69.0
27	Public Art Andover Town Centre	50.0			50.0	10.0	40.0		50.0
28	Wheelchair Swing Picket 20					25.7			25.7
<b>Total Approved Projects</b>		<b>4,172.0</b>	<b>202.5</b>	<b>0.0</b>	<b>4,374.5</b>	<b>3,253.9</b>	<b>1,733.3</b>	<b>0.0</b>	<b>4,987.2</b>
Community Asset Fund Projects - yet to be identified		250.0			250.0		250.0		250.0
<b>Total C&amp;L Capital Programme</b>		<b>4,422.0</b>	<b>202.5</b>	<b>0.0</b>	<b>4,624.5</b>	<b>3,253.9</b>	<b>1,983.3</b>	<b>0.0</b>	<b>5,237.2</b>

**PROPERTY AND ASSET MANAGEMENT SERVICE**  
**CAPITAL PROGRAMME**

Ref	Scheme	Outturn				November 2021			
		2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £000	2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £000
1	Hampshire Community Bank	125.0			125.0	125.0			125.0
2	Pocket Park, Town Mill Access & Environmental Enhancement	207.6			207.6	209.1			209.1
3	Romsey Flood Alleviation Scheme	235.0			235.0	235.0			235.0
4	Generator - Business Continuity	40.0			40.0				0.0
5	Footpath link - Smannell to Augusta	164.0			164.0	164.0			164.0
6	Strategic purchase	65.6			65.6	65.6			65.6
7	Multi Storey Car Park Lighting Refurbishment	20.6			20.6	20.6			20.6
8	Chantry Centre Roof(area 20)	30.2			30.2	30.2			30.2
9	Southampton Rd, Pedestrian & Cycle Route	247.3			247.3	247.3			247.3
10	Property Purchase	175.0			175.0				0.0
11	Chantry House Works 4/5 floors	218.7			218.7	218.7			218.7
12	Strategic Land purchase	915.0			915.0	915.0			915.0
<b>Total P &amp; AM Capital Programme</b>		<b>2,444.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2,444.0</b>	<b>2,230.5</b>	<b>0.0</b>	<b>0.0</b>	<b>2,230.5</b>

**PROJECT ENTERPRISE  
CAPITAL PROGRAMME**

Ref	Scheme	Outturn				November 2021			
		2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £000	2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £000
1	Portersbridge Properties	72.0			72.0	72.0			72.0
2	Walworth Business Park Investment	5,277.0			5,277.0	5,277.0			5,277.0
3	Property Investment	14,802.0	4,000.0		18,802.0	1,000.0	17,802.0		18,802.0
<b>Total Approved Projects</b>		<b>20,151.0</b>	<b>4,000.0</b>	<b>0.0</b>	<b>24,151.0</b>	<b>6,349.0</b>	<b>17,802.0</b>	<b>0.0</b>	<b>24,151.0</b>
	Purchase of Investment properties - yet to be identified	3,000.0			3,000.0	3,000.0	3,000.0		6,000.0
<b>Total PE Capital Programme</b>		<b>23,151.0</b>	<b>4,000.0</b>	<b>0.0</b>	<b>27,151.0</b>	<b>9,349.0</b>	<b>20,802.0</b>	<b>0.0</b>	<b>30,151.0</b>

**HOUSING & ENVIRONMENTAL HEALTH SERVICE**  
**CAPITAL PROGRAMME**

Ref	Scheme	Outturn				November 2021			
		2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £000	2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £000
1	Renovations and Minor Works Grants	100.0			100.0	30.0	100.0		130.0
2	Disabled Facilities Grants/Loans	850.0			850.0	850.0	750.0		1,600.0
3	Discretionary Grants/Loans					100.0	400.0		500.0
<b>Total H &amp; EH Capital Programme</b>		<b>950.0</b>	<b>0.0</b>	<b>0.0</b>	<b>950.0</b>	<b>980.0</b>	<b>1,250.0</b>	<b>0.0</b>	<b>2,230.0</b>

**AFFORDABLE HOUSING  
CAPITAL PROGRAMME**

Ref	Scheme	Outturn				November 2021			
		2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £000	2021/22 £'000	2022/23 £'000	2023/24 £'000	Total £000
	<u>Testway Covenant</u>								
1	Nightingale Lodge	810.0			810.0	810.0			810.0
	<b>Total A H Capital Programme</b>	<b>810.0</b>	<b>0.0</b>	<b>0.0</b>	<b>810.0</b>	<b>810.0</b>	<b>0.0</b>	<b>0.0</b>	<b>810.0</b>

### Summary of New Capital Projects November 2021

Disabled Facilities Grants	Grants to provide essential housing modifications to enable people to remain in their homes.	This budget is necessary to ensure that the Council fulfils the legislative requirement to provide people with financial assistance for making necessary adaptations to their property. Government funding is confirmed to cover this.	750,000	0
Housing Renewal Grants	To provide targeted financial help, in the form of grant and loan assistance, to residents living in private sector housing.	This budget helps to ensure that the Council fulfils its commitments within the Housing Strategy by providing people with financial assistance for making necessary repairs, improvements and adaptations to their property. This budget is split between grants and loans.	100,000	100,000
Community Grants	To provide grants to schemes brought forward under the Community Asset Fund scheme.	Continuation of the current Community Asset Fund that has been successfully delivered for several years. This represents the estimated capital element of a combined revenue and capital grants scheme. Funding to come from the New Homes Bonus reserve.	250,000	

<b>Total of New Capital Bids:</b>	<b><u>£ 1,100,000</u></b>
<b>Financed by:</b>	
<b>Government Grants</b>	<b>£ 750,000</b>
<b>New Homes Bonus</b>	<b>£ 250,000</b>
<b>Capital Receipts Reserve</b>	<b>£ 100,000</b>
	<b><u>£ 1,100,000</u></b>

## **ITEM 11 Community Car Scheme Grants – Proposal for Minor Amendment to Terms of Grant**

Report of the Recycling, Street Cleaning and Transport Portfolio Holder

### **Recommended:**

**That, with effect from 1 January 2022, a minor amendment be made to the Terms of Grant for the Community Car Scheme, as set out in paragraph 4.1 of the report.**

#### **SUMMARY:**

This report provides a background to the Community Car Scheme grants provided by the Council, and the impact of the proposed minor amendment to the Terms which would enable scheme groups to make claims for journeys they have made to assist clients, but where the client has been unable to physically make the journey for themselves.

### **1 Introduction**

- 1.1 This report sets out the background to the grant arrangements for Community Car Schemes operating in the borough, and the impact to the Council of the proposed variation which would allow schemes to claim for journeys made to assist an eligible client but where the client was not themselves physically transported during said journey.

### **2 Background**

- 2.1 In 2008, following changes to the national Concessionary Travel arrangements, the Executive, as it was then, considered the impact of free bus travel for older people by means of a Farepass. On payment of a small administration fee to Hampshire County Council, women who have reached normal retirement age and men at the pensionable age of a woman born on the same day can obtain a Farepass which then enables them to travel on bus services for free.
- 2.2 However, in a significantly rural area, the provision of bus services varies greatly across the Borough. The Executive identified that it wished to continue to support the Community Car Schemes operating in parts of the Borough which provide transport for those persons eligible for a Farepass but not able to use public transport, or for those journeys such as hospital appointments where individual transport by car is more appropriate.

- 2.3 The Executive considered how best to provide this support, and the then Leader and Economic Portfolio Holder met with representatives of the groups to hear their views. The consistent feedback from the groups was that, as volunteers working in their communities, they were best placed to decide how their customers could benefit from any financial support offered for journeys undertaken by each scheme. The groups were very keen that no universal criteria were set but that rather each scheme decided upon their individual criteria, reflecting the need in their area.
- 2.4 At that time, in order to manage the Council's expenditure, the scheme that was introduced included the calculation of a maximum grant available to each group operating the Community Car Scheme.
- 2.5 This 'cap' on the amount of grant that could be claimed was based on the formula £1,000 per 500 (or part thereof) of the population aged 60 or over, in the parishes served by the group. The age 60 was chosen as this was the female retirement age at that time, and hence when residents became eligible for a Farepass.
- 2.6 Groups can claim up to the maximum annual 'cap' by means of a regular return to the Council.
- 2.7 At its meeting on 2 April 2008 the Executive resolved:
1. **That the Council increases the maximum grant available to a community car scheme from £1,000 to an amount to be determined by a formula of £1,000 per 500 (or part thereof) of the over 60 population of the parishes served by the group. The grant to be administered on terms to be agreed by the Head of Revenues in conjunction with the Economic Portfolio Holder.**
  2. **That the views of the Community Car Scheme administrators of the impact and operation of this new grant scheme be considered as part of the review of the Concessionary Travel Scheme by the Overview and Scrutiny Committee in Autumn 2008.**
- 2.8 With the phased introduction of uniformity in male and female pension ages and the phased increase in normal pension age, the eligibility age for a Farepass is no longer 60 years of age.
- 2.9 When the recommendations were drafted for the Executive meeting on 2 April 2008 (see 2.5 above), the method of calculation of the 'cap' was specified as being by reference to the "over 60 population" rather than the number of the population who are eligible for a Farepass. The effect of that was that the calculation of the cap unintentionally lost the link to eligibility to Farepass (which increases in line with normal pension age).
- 2.10 At its meeting on 15 February 2017, Cabinet considered a report which proposed to reinstate the link in the Community Car Scheme Terms of Grant to Farepass eligibility age and remove the reference in the Terms to the "over 60 population".

- 2.11 The consequence of reinstating this link was that this in some cases it would result in a reduction to a scheme's maximum grant cap (because the grant would then be based upon a smaller eligible population).
- 2.12 To mitigate this, Cabinet resolved at that 2017 meeting that transitional arrangements would be put in place so that, whilst the grant cap would in future be calculated by reference to the Farepass eligibility age, where this would result in a reduction in the maximum available grant (when compared to the cap for 2016/17), the 'cap' would be protected at the 2016/17 level.
- 2.13 The effect of the 'cap protection' is demonstrated in Annex 1, which illustrates that there are a number of the existing car schemes which are benefitting from these transitional arrangements.
- 2.14 The community car scheme grants have continued to provide support to the Council's local communities with an average of £52,000 paid out each year in total to existing car schemes in the financial years 2017-18 to 2019-20.
- 2.15 In April 2020 as part of the Council's emergency response to the COVID-19 pandemic, as a temporary measure community car schemes were permitted to also claim from their grant for journeys made to assist people (of an eligible age to apply for an older person's Farepass) who were self-isolating or shielding; for example, arranging food or prescription deliveries to them.
- 2.16 This measure was welcomed by the local community car groups, and claims (for both accompanied and unaccompanied journeys) were paid totalling almost £27,000 in 2020-21, and up to end August 2021 claims totalling £12,000 have been paid.
- 2.17 Following relaxations by the government on the rules applying to those people previously advised to 'shield', as well as the recent relaxation on the requirements to self-isolate, this temporary variation to the terms came to an end on 1 September 2021.
- 2.18 Whilst the pandemic has brought about its share of challenges for us all, it has also given us as a Council an opportunity to review the way in which we do things and an opportunity to be more flexible.
- 2.19 Having considered the merits of this small variation to the car scheme as part of our review of lessons learnt from the pandemic, we recognise that the need to be able to make journeys on behalf of a client who is unable to make the journey for themselves is not isolated to the circumstances that arose during the pandemic. Communities have older residents of Farepass age who are unable to go shopping or collect prescriptions for themselves due to illness or impairment, and at times it is not viable for them to use online services or deliveries because these services are not always available at short notice, as is the case say for a brand-new prescription.
- 2.20 It is therefore recommended that the temporary variation in 2.15 should continue moving forward as a permanent adjustment to the car scheme rules.

### 3 Corporate Objectives and Priorities

- 3.1 The provision of community car scheme grants supports the corporate priority “Contribute to and be part of a stronger community” by helping local communities to be more resilient and do more for themselves providing for the transport needs of the local community.

### 4 Options

Two options have been identified:

#### 4.1 Option 1

Add an additional clause 5e (as below) to the existing Terms to enable Car Schemes to claim for journeys made to assist eligible clients, but where their client has been unable to make the journey for themselves:

**“This scheme is in place to provide support to Community Car Schemes to enable them to provide transport for those persons eligible for a Farepass but unable to use or access public transport, or for example for those journeys such as hospital appointments where individual transport by car is more appropriate. Claims may also be made against the grant where journeys have been made to assist an eligible client but where the client is not able to physically make the journey for themselves (for example due to illness or impairment), and there is considered to be no other viable alternative. Any such claims are to be annotated on the Claim Return form ‘Client not present’.”**

(See Annex 2, proposed amended Terms).

The community car groups found the temporary variation introduced as an emergency measure to be a great benefit, and they and their users are likely to welcome this change.

#### Option 2

- 4.2 Do nothing, leave the scheme rules as they are – Claims can only be made from the grant where the client has been transported by the community transport team.

With this option schemes could be left in a position where they are trying to coax clients unfit to travel into a vehicle in order that they are able to secure grant funding for the journey from the Council.

### 5 Risk Management

- 5.1 An evaluation of the risks indicates that the existing controls in place mean that no significant risks have been identified at this time.

## **6 Resource Implications**

- 6.1 The calculation of the maximum grant (cap) available to the car schemes remains unchanged. Given that the purpose of the journey should remain unchanged, the only difference should be that the client may not have been transported on some occasions. Even if all schemes were to claim for more journeys than before, they can still only claim up to value of their maximum grant for that year.
- 6.2 The maximum grants which schemes are eligible to claim currently totals £68,000, based upon current population figures and factoring in the 2016/17 'cap'.
- 6.3 The budget forecast for the current financial year 2021-22 is set at £55,000. Not all of car scheme groups claim all (or even any in some cases) of their available full grant. There is always the potential for the budget forecast to be exceeded, where the maximum grant available to be claimed is greater than the budget forecast for the year. The budget forecast is set factoring in the levels of claims by each group in recent years in order to try to and accurately predict expenditure, and this budget is kept under regular review.
- 6.4 There is the potential for the overall cost of the scheme to increase in the future if additional Community Car Schemes are set up in parishes which are currently not covered by Community Car Scheme groups, or if the older persons' population figures were to increase. This situation will be kept under review and a report brought back to Cabinet if necessary.

## **7 Legal Implications**

- 7.1 The Community Car Scheme is a discretionary scheme and as such the terms of the scheme are entirely determined by the Council.

## **8 Equality Issues**

- 8.1 The Community Car Schemes are much valued by those residents who benefit from their services. Some of these residents face obstacles in accessing the free bus travel offered by the Farepass scheme.

## **9 Other Issues**

- 9.1 None.

## **10 Conclusion and reasons for recommendation**

- 10.1 When the grants to Community Car Schemes were introduced, they were intended to support journeys made by residents eligible for a Farepass who were unable to make that journey via free bus travel.

On the back of lessons learnt from our response to the COVID-19 pandemic, it is felt appropriate to build permanently into the scheme this small but worthwhile adjustment to the Terms, further benefitting our local communities.

<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
None			
<u>Confidentiality</u>			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.			
No of Annexes:	2	File Ref:	N/A
(Portfolio: Recycling, Street Cleaning and Transport) Councillor N Adams-King			
Officer:	Julie Askew	Ext:	8725
Report to:	Cabinet	Date:	8 December 2021

2019-20					
Group Name	Population eligible for an older persons Farepass (over 65)	Projected Grant	2016-17 Protected Grant Level	2019-20 Grant (with 2016-17 level protection if applicable)	Claimed to date
Amport, Monxton, Grateley and Quarley Neighbourcare	676	£2,000.00	£2,000.00	£2,000.00	£0.00
Andover Neighbourcare	13171	£27,000.00	£30,000.00	£30,000.00	£29,608.10
Awbridge Neighbourcare	170	£1,000.00	£1,000.00	£1,000.00	£647.15
Baddesley Friends	3390	£7,000.00	£8,000.00	£8,000.00	£3,592.45
Broughton Good Neighbours	293	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Romsey Good Neighbours	6339	£13,000.00	£14,000.00	£14,000.00	£12,454.50
Shipton Good Neighbours	277	£1,000.00	£1,000.00	£1,000.00	£376.65
Somborne Neighbourcare	482	£1,000.00	£2,000.00	£2,000.00	£0.00
Stockbridge, Longstock & Houghton Neighbourcare	421	£1,000.00	£2,000.00	£2,000.00	£2,000.00
Thorngate Village Care Group	480	£1,000.00	£2,000.00	£2,000.00	£2,000.00
Wallop Good Neighbours	278	£2,000.00	£2,000.00	£2,000.00	£0.00
Wellow Help Group	1050	£3,000.00	£3,000.00	£3,000.00	£1,245.00
<b>Totals</b>	<b>27027</b>	<b>£60,000.00</b>	<b>£68,000.00</b>	<b>£68,000.00</b>	<b>£52,923.85</b>

2020-21					
Group Name	Population eligible for an Older Persons Farepass (over 65.5)	Projected Grant	2016-17 Protected Grant Level	2020-21 Grant (with 2016-17 level protection if applicable)	Claimed to date
Amport, Monxton, Grateley and Quarley Neighbourcare	648	£2,000.00	£2,000.00	£2,000.00	£0.00
Andover Neighbourcare	12635	£26,000.00	£30,000.00	£30,000.00	£18,387.00
Awbridge Neighbourcare	157	£1,000.00	£1,000.00	£1,000.00	£49.50
Baddesley Friends	3215	£7,000.00	£8,000.00	£8,000.00	£2,135.20
Broughton Good Neighbours	278	£1,000.00	£1,000.00	£1,000.00	£417.60
Romsey Good Neighbours	6045	£13,000.00	£14,000.00	£14,000.00	£3,160.01
Shipton Good Neighbours	270	£1,000.00	£1,000.00	£1,000.00	£141.30
Somborne Neighbourcare	453	£1,000.00	£2,000.00	£2,000.00	£0.00
Stockbridge, Longstock & Houghton Neighbourcare	388	£1,000.00	£2,000.00	£2,000.00	£0.00
Thorngate Village Care Group	451	£1,000.00	£2,000.00	£2,000.00	£2,000.00
Wallop Good Neighbours	553	£2,000.00	£2,000.00	£2,000.00	£0.00
Wellow Help Group	999	£2,000.00	£3,000.00	£3,000.00	£686.00
<b>Totals</b>	<b>26092</b>	<b>£58,000.00</b>	<b>£68,000.00</b>	<b>£68,000.00</b>	<b>£26,976.61</b>

2021-22 to 25th August 2021					
Group Name	Population eligible for Older Persons Farepass (66+)	Projected Grant	2016-17 Protected Grant Level	2021-22 Grant (with 2016-17 level protection if applicable)	Claims received to 25th August 2021 (5/12 of year)
Amport, Monxton, Grateley and Quarley Neighbourcare	676	£2,000.00	£2,000.00	£2,000.00	£0.00
Andover Neighbourcare	13463	£27,000.00	£30,000.00	£30,000.00	£8,382.00
Awbridge Neighbourcare	166	£1,000.00	£1,000.00	£1,000.00	£0.00
Baddesley Friends	3381	£7,000.00	£8,000.00	£8,000.00	£437.60
Broughton Good Neighbours	298	£1,000.00	£1,000.00	£1,000.00	£0.00
Romsey Good Neighbours	6605	£14,000.00	£14,000.00	£14,000.00	£2,837.50
Shipton Good Neighbours	287	£1,000.00	£1,000.00	£1,000.00	£0.00
Somborne Neighbourcare	472	£1,000.00	£2,000.00	£2,000.00	£0.00
Stockbridge, Longstock & Houghton Neighbourcare	400	£1,000.00	£2,000.00	£2,000.00	£0.00
Thorngate Village Care Group	475	£1,000.00	£2,000.00	£2,000.00	£0.00
Wallop Good Neighbours	576	£2,000.00	£2,000.00	£2,000.00	£0.00
Wellow Help Group	1031	£3,000.00	£3,000.00	£3,000.00	£355.00
<b>Totals</b>	<b>27830</b>	<b>£61,000.00</b>	<b>£68,000.00</b>	<b>£68,000.00</b>	<b>£12,012.10</b>

### Proposed Terms of Grant for Community Car Schemes Groups

1. The following information must be provided by all community car schemes:
  - Confirmation from the Hampshire Voluntary Care Group Advisory Services that the organisation has the relevant accreditation,  
or
  - A copy of the organisations constitution OR Memorandum and Articles of Association, and a copy of the organisation's latest audited / independently checked accounts (If you are a new group, a projected budget for the first year together with a bank statement)
2. The maximum grant available to each car scheme group will be calculated based on the population numbers of people in the parishes served by the group who are by age eligible for the older person's bus pass.
3. Grants for each financial year will be determined by reference to the population figure as at 31<sup>st</sup> January preceding the start of the financial year. Each group will be notified in writing by 1<sup>st</sup> March preceding the start of the financial year of how their grant has been calculated.
4. A grant cap for each scheme will be based on a tariff of £1000 per 500 people who by age are eligible for the older person's bus pass.
5. In order to claim the grant, the following procedures applies:
  - a. Car scheme administrators will be able to decide which customers they allow to benefit from their grant. In order to access the scheme and qualify for the grant, each group must have their own criteria which has been notified to the Council and publicised to their clients.
  - b. Where some grant is allocated to a customer by means of a free, half price or otherwise discounted fare (to be determined by each car scheme) then the bus pass number (for eligibility identification purpose only and not entitlement to free-car travel) is recorded along with the amount of the journey cost to be claimed from the grant. If in exceptional circumstances a bus pass number cannot be provided, the scheme administrator will provide a signed declaration confirming the customer's eligibility for the grant. The level of discount to the customer as a result of the grant is to be included in the notification provided to the Council and published to their clients.
  - c. The car scheme groups reclaim the grant by means of a monthly return to the Council.
  - d. Grants will only be paid to individual car scheme groups up to the level of their grant cap.
  - e. This scheme is in place to provide support to Community Car Schemes to enable them to provide transport for those persons eligible for a Farepass but unable to use or access public transport, or for example for those journeys such as hospital appointments where individual transport by car is more appropriate. Claims may also be made against the grant where journeys have been made to assist an eligible client but where the client is not able to physically make the journey for themselves (for example due to illness or impairment), and there is considered to be no other viable alternative. Any such claims are to be annotated on the Claim Return form 'Client not present'.

## **ITEM 12                      Andover Conservation Area Review**

Report of the Planning Portfolio Holder

### **Recommended:**

- 1.     That the Andover Conservation Area Appraisal and Management Plan (CAAMP) document shown in Annex 1 to the report be approved.**
- 2.     That the proposed revised boundaries to the Andover Conservation Area be approved as set out in Annex 3 to the report.**

### **SUMMARY:**

This report seeks approval for proposed amendments to the Conservation Area boundaries, and the approval of the revised Conservation Area Appraisal and Management Plan for the Andover Conservation Area. The final documents have been produced following public consultation on a consultation version. The responses received in response to the consultation have been reviewed, and, where appropriate, amendments were made to both the CAAMP and the boundary.

### **1     Introduction**

- 1.1     The Council is required by Section 69 (2) of the Listed Buildings and Conservation Areas Act, 1990 to periodically review Conservation Areas. Section 71 of the same requires Councils to draw up and publish proposals for the preservation and enhancement of said Conservation Areas (i.e. appraisals and management plans). If the Conservation Area boundaries are not reviewed the Local Planning Authority could be criticised by Historic England, Stakeholders, members of the public etc. for failing to comply with the requirements of the Act or for relying on outdated Conservation Area policy documents, making it difficult to defend conservation policies effectively at appeal.
- 1.2     The NPPF at Para 190 also sets out how Plans should set out a positive strategy for the conservation of the Historic Environment.
- 1.3     Para 191 of the NPPF directs that Local Planning Authorities should ensure an area justifies its status because of its special architectural or historic interest, and that the concept of conservation should not be devalued through inclusion of areas which lack special interest. It is taken that this should also apply to the retention of previously included parts of the Conservation Area which no longer met the criteria for designation.

### **2     Background**

- 2.1     The Andover Conservation Area was designated in 1969 and extended in 1984.

- 2.2 The Council have engaged Purcell, conservation specialists, to carry out a review of the Conservation Area and its boundary.
- 2.3 As part of the review process the Conservation Area Character Appraisal and accompanying Management Plan have been prepared in accordance with current best practice guidance published by Historic England. The management plan sets out how and why change in the Conservation Area is controlled, and includes guidance on alterations, extensions and new development as well as good practice advice on repair and maintenance.
- 2.4 The first stage of the review was to check the boundaries to see if there were any anomalies. This included consideration of whether anything on the ground had changed which meant areas no longer reflected the reasons for designation, as well as looking at whether there were areas which no longer met the criteria for designation when weighed against current guidance.
- 2.5 The second stage was to determine whether buildings or features within the Conservation Area made a positive contribution to its character or not. Positive features include listed buildings, non-designated heritage assets, historic parks and public realm, green and open space. Features/buildings which do not make a positive contribution relates to buildings of limited architectural or historic interest or which could be found anywhere.
- 2.6 The Conservation Area boundary was then reassessed against these criteria and in accordance with the Historic England guidance. It is recommended that the boundary should be revised to retain the historic core of the town with removal of those areas which fail to meet the criteria for retention within the Conservation Area. Some additional areas were also assessed and considered worthy for inclusion within the designated area. This is dealt with in more detail in Section 4, and the proposed revisions are explained in Annex 2.

### **3 Corporate Objectives and Priorities**

- 3.1 The review has been carried out as Town Centres are a Corporate Plan priority allowing them to adapt and be attractive, vibrant and prosperous places.

### **4 Consultations/Communications**

- 4.1 Section 71 (2) & (3) of the Listed Building and Conservation Area Act, 1990 requires proposals for the preservation and enhancement of Conservation Areas to be submitted for consideration to a public meeting in the area in which they relate and that the LPA shall have regard to any views concerning the proposals expressed.
- 4.2 The Test Valley Borough Council Statement of Community Involvement (SCI) (2017) also stresses the importance of public involvement and sets out how this shall be done. Paragraph 3.2 states that planning has a direct impact on the daily lives of residents and the business community therefore it is very important that development proposals are transparent and people have the opportunity to have a say in the planning decisions made by the Council.

- 4.3 There has been extensive public consultation on the Andover Conservation Area review within the limitations of the current Covid-19 pandemic.
- 4.4 An early-stage stakeholder engagement exercise was carried out in Winter/Spring 2021 in the form of a questionnaire circulated to key representatives such as the Ward and local Councillors, the Town Council, and the Andover Vision members. The results of the questionnaire were fed into the review process. Following the questionnaire a virtual meeting was also held on February 24 2021 to address some of the issues raised. The questionnaire and virtual meeting were in lieu of a face-to-face meeting which was not possible at that time due to the pandemic.
- 4.5 The consultation boundary amendments and Conservation Area Appraisal and Management Plan were made available for public inspection and comment for a seven-week period from Monday 17 May 2021 – Monday 5 July 2021 (This is longer than the SCI's 4-week requirement). The consultation document and associated maps were accessible on the Council's website, and hard copies would have been provided to anyone who requested them. It was not possible to have hard copies available in the Council receptions due to Covid-19 safety concerns (see addendum to SCI June 2020).
- 4.6 A drop-in public meeting was held at St. Mary's Church, Andover on the evening of June 29 2021 which seventeen people attended. In addition a virtual public meeting was offered to enable those who might not want to attend in person due to the Covid-19 pandemic to be involved. There was very limited interest for this virtual meeting, and so it did not go ahead. However, care was taken to ensure that all the information presented at the drop-in meeting was accessible in other places – including on the Council's website for people who were shielding/self-isolating due to Covid. Both meetings were advertised on the Council's social media, in the Chantry Centre shopfront, and with posters in a number of locations round the town including: the parking ticket booths, the Guildhall hoardings, the Leisure Centre, The Lights (at the time in use as a Covid vaccination centre) and Andover College.
- 4.7 The consultation was widely advertised including in the Andover Advertiser, on the Council's website, and with posters located in various popular sites around Andover including the Leisure Centre, The Lights (at the time being used as a vaccination centre), Andover College, Andover Museum, the Chantry Centre, the hoardings around the Guildhall, and some local businesses. Care was taken to ensure there were posters in outside locations in case people felt nervous about entering buildings, and therefore might have otherwise missed the advertising. The Council also took an empty shop unit in a prominent position in the Chantry Centre and used the shop front to display information about the review as well as the dates of the meetings).
- 4.8 Use was also made of the Council's social media, with regular updates on the consultation posted as well as notifications for the meetings.

- 4.9 A video presentation explaining the Review was also prepared by Purcell and was published on the Council's website and YouTube channel. This was in order to include people who might not wish to attend in-person events due to the pandemic, as well as people who were not available on the date of the drop-in meeting. The video was also played at the drop-in meeting.
- 4.10 A questionnaire was also produced and made available from the Council's website to enable people to provide their responses. It was also possible for written comments to be submitted and a postal address was provided on the webpage. The questionnaire was also available in hard-copy form at the drop-in meeting.
- 4.11 The consultation exercise is the opportunity to receive feedback on the proposed amendments to the boundary and the consultation version Management Plan and Conservation Area Appraisal and to tap into local knowledge about the area. 29 responses were received in response to the early stakeholder consultation. These were fed into the preparation of the consultation draft report and used to frame the review. 6 responses were received for the draft document consultation in addition to the verbal feedback given at the drop-in meeting. Four were from members of the public, one from a Councillor, and one from the Andover History & Archaeology Society. These responses were forwarded to the consultants following the close of the consultation period.
- 4.12 Most of the responses received related to the proposed changes to the boundary as discussed below. Other comments related to pigeon netting, condition of specific buildings, and the omission of specific reference to No. 17, Chantry Street (a photograph of this building has now been included).
- 4.13 Following consideration of comments received during the consultation exercise, revisions have also been made to the Appraisal and Management Plan and the revised boundary.
- 4.14 During the initial early-stage Stakeholder & Members consultation the former Sainsbury's site on Bridge Street was considered for removal from the Conservation Area boundary. Concerns were raised, including from Members, and during the preparation of the review it was considered there was sufficient justification (including historic street patterns) to retain this site in the designated area.
- 4.15 When the revised Conservation Area document went out for public consultation the proposed boundary amendments included the removal of the Lardicake public house as part of the changes to the boundary in the Adelaide Road/Rack Close area. Various comments were received regarding the heritage significance of the Lardicake public house, and the proposed boundary change has been amended to retain the pub, but remove the areas which do not merit inclusion (see Annex 2). Other buildings in this area were also suggested for inclusion, however, they have been much altered, and would no longer make sufficient contribution.

- 4.16 Concerns were also raised during the consultation period regarding the removal of the George Yard car park and the southern part of East Street. These comments were reviewed by Purcell and Council Officers, however, it is not considered these areas have sufficient merit to warrant designation, and their retention would dilute the special interest of the Conservation Area. Further information can be found in Annex 2 (Boundary Review). The principal buildings of interest in East Street are listed and thus protected in their own right. It should also be noted that any development proposed in the setting of designated heritage assets needs to have due regard to conserving or enhancing that setting.
- 4.17 The removal of Hambledon House and the Waverley Buildings was also questioned. As above, detailed reasoning for their removal can be found in Annex 2. Hambledon House is a large modern building which does not respect the scale, design, materials, or historic layout of the conservation area. It makes a negative contribution, and its retention would dilute the special interest of the designated area. The building does retain an historic passage, but it is not immediately apparent this is a thoroughfare. It is true that the Waverly Buildings are aligned to some previous buildings, however, they are now modern buildings, and the layout of area to the north (not in the conservation area) has been significantly altered with the construction of the Chantry Centre. This area does not tell the story of the town sufficiently well to warrant inclusion where all the buildings are modern. As with the areas above – any replacement development here would need to be appropriate to the setting of the conservation area.
- 4.18 It is also recommended that the following areas be removed from the Conservation Area: Savoy Close and Barrett House. The detailed reasoning for their removal are set out in the report at Annex 2 (These are unchanged from the consultation version).
- 4.19 In addition it is also recommended the following areas be included in the Conservation Area: The Commonwealth War Graves in St. Mary's churchyard and the Salvation Army chapel and No. 16, Winchester Street. The detailed reasoning for their inclusion are set out in the report at Annex 2 (Again, there are no changes to these following public consultation).
- 4.20 It was also suggested, during the consultation period, that the Quaker burial ground in Winchester Street be included in the boundary. Whilst it is considered that this burial ground may have historic merit, it is considered to be too remote from the nearest part of the boundary to include. To do so would also require including some large modern office buildings, and either a section of the concrete flyover or the roundabout at the end of Winchester Street.

## **5 Options**

- 5.1 The option to consider is whether or not to approve the Andover Conservation Area Appraisal and Management Plan (CAAMP).
- 5.2 Members also need to consider whether or not to approve the revised Conservation Area boundary.

5.3 It is possible for only one of the items to be approved without the other. However, this would not be good practice, and would be likely to lead to issues in the future.

5.4 The options are to either approve the documents, or decline to approve them.

## **6 Option Appraisal**

6.1 The Council is required to periodically review Conservation Areas. If the Conservation Area boundaries are not reviewed the Local Planning Authority could be criticised for failing to comply with the requirements of the Planning (Listed Buildings and Conservation Areas) Act 1990. Retention of areas which do not merit inclusion could devalue the credibility of the Conservation Area. If the reviews are not carried out the Council could be criticised for failing to review Conservation Area boundaries on a regular basis or for relying on outdated Conservation Area policy documents, making it difficult to defend conservation policies effectively at appeal.

6.2 The Conservation Area Appraisal and Management plan are needed in order to set out what is significant about the Conservation Area, why it merits designation, and to set out how it should be appropriately managed in order to preserve or enhance its special interest.

6.3 If approved, the CAAMP would be a material consideration of great weight in determining planning applications. (see para 37 of the Historic England document: *Conservation Area Appraisal, Designation and Management: Historic England Advice Note 1 (Second Edition)*.) It would also be an important tool in informing the implementation of the Andover Masterplan.

6.4 Cabinet could choose not to approve the CAAMP. This would leave the existing 1984 designation document in place. However, it would mean that Andover still would not have an up-to-date appraisal and management document for the conservation area in place. As stated above, this would not meet the requirements of the Listed Buildings and Conservation Areas Act, 1990 (Section 71) to periodically formulate and publish proposals for the preservation and enhancement of Conservation Areas. Without an up-to-date document it is more difficult and time consuming for Officers to advise owners, developers and stakeholders and it is harder to defend decisions at appeal.

6.5 The revised document should ensure appropriate management of change in the Andover Conservation Area in order to preserve and enhance its special interest for this and future generations. (see para 189, NPPF).

6.6 Members could also choose not to approve the boundary changes as set out in Annex 2. This would mean that the areas recommended for inclusion would not be subject to the protection afforded by designation. It would also leave in the areas which are no longer considered to merit designation, which could dilute the effectiveness of the Conservation Area. It would also mean the requirement of Section 69 of the Listed Buildings and Conservation Areas Act had not been met.

6.7 Conversely if Members approve the proposed boundary, the Andover Conservation Area will have robust and up-to-date designation which is not weakened by areas not worthy of inclusion, and which includes some areas which were not previously designated, but which are considered to warrant preservation. The Conservation Area will be compliant with the 1990 Act and with the guidance of the NPPF.

6.8 Likewise, approval of the CAAMP will ensure the requirements of the Act are met. It will also facilitate the appropriate management of the designated area based on a better understanding of its significance.

## **7 Resource Implications**

7.1 The proposed recommendation can be met from within existing budget.

## **8 Legal Implications**

8.1 The Council has a statutory obligation under the Planning (Listed Buildings and Conservation Areas) Act 1990 to review Conservation Areas and produce documents for their management.

8.2 Section 69 of the Act deals with the designation of boundaries. There is no requirement to carry out public consultation for this, though the Council has done so.

8.3 Section 71 of the Act deals with the formulation and publication of proposals for preservation and enhancement of conservation areas. This includes a requirement for the proposals to be submitted for consideration to a public meeting in the area to which they relate. The Council has done this.

## **9 Equality Issues**

9.1 An EQIA screening has been completed in accordance with the Council's EQIA methodology and no potential for unlawful discrimination and/or low level or minor negative impact have been identified, therefore a full EQIA has not been carried out.

## **10 Other Issues**

10.1 Community Safety – None.

10.2 Environmental Health Issues – None.

10.3 Sustainability and Addressing a Changing Climate – None.

10.4 Property Issues – None.

10.5 Wards/Communities Affected – Andover St. Mary's and Andover Winton.

## 11 Conclusion

- 11.1 The Conservation Area Review (with the revised conservation area boundaries) and the Andover Conservation Area Appraisal and Management Plan (prepared within the published guidelines) will provide a robust and up to date framework within which to determine future planning applications in the Andover conservation area, and development which might affect its setting including implementing the Masterplan. It can also be used in providing guidance to owners and stakeholders at pre-application stage.

<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
None			
<u>Confidentiality</u>			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.			
No of Annexes:	3	File Ref:	N/A
(Portfolio: Planning) Councillor P Bundy			
Officer:	Margaret Bennett	Ext:	8469
Report to:	Cabinet	Date:	8 December 2021

ANDOVER CONSERVATION AREA  
APPRAISAL AND MANAGEMENT PLAN  
JULY 2021



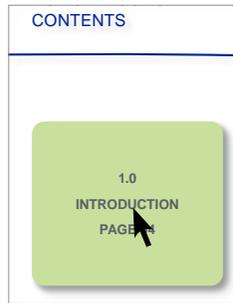
# HOW TO USE THIS DOCUMENT

For ease of use this document has been produced to be read on-screen. It contains a series of features that make it easier to use and navigate between the sections.

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**1.1 WHAT IS A CONSERVATION AREA?**  
 A conservation area is defined as an “area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance.”<sup>01</sup>

## Navigation

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You can also use the buttons in the top right hand corner to jump to the contents, appendices, further information, or back to the page you were previously on.



## Plans



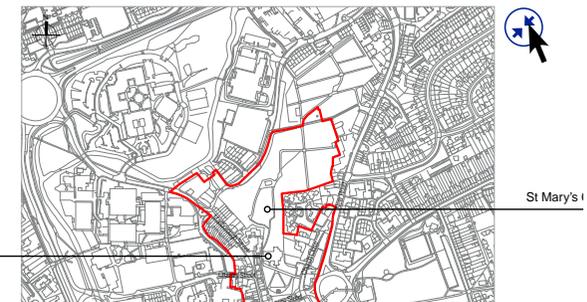
When you see this icon, click to see a full-sized version of the plan (located in [Appendix B](#)).



Click on this icon and it will take you back to the original plan within the document.



Plan 1: Boundary of Andover Conservation Area with key landmarks for orientation



Test Valley Borough Council - Cabinet - 8 December 2021

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# 1 INTRODUCTION

This section gives an overview of Andover Conservation Area, provides information about what conservation area designation means and its implications for development, what the purpose of the Conservation Area Appraisal and Management Plan is and outlining the consultation process that has been undertaken to prepare it.

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## 1.1 WHAT IS A CONSERVATION AREA?

A conservation area is defined as an “*area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance.*”<sup>01</sup>

Designation of a conservation area recognises the unique quality of the heritage of that area as a whole. This quality comes not only from individual buildings but also other features, including (but not limited to) topography, materials, thoroughfares, street furniture, open spaces and landscaping. These all contribute to the historic character and appearance of an area, resulting in a distinctive local identity and sense of place.

The extent to which a building, or group of buildings / structures, positively shape the character of a conservation area is derived from their exteriors, principally those elevations which are street-facing but also side and rear elevations, the integrity of their historic fabric, overall scale and massing, detailing and materials. Open spaces can be public or private, green or hard-landscaped

and still contribute to the special interest of an area. Furthermore, the spaces between buildings, such as alleys, streets and paths all contribute to appearance and character.

## 1.2 ANDOVER CONSERVATION AREA

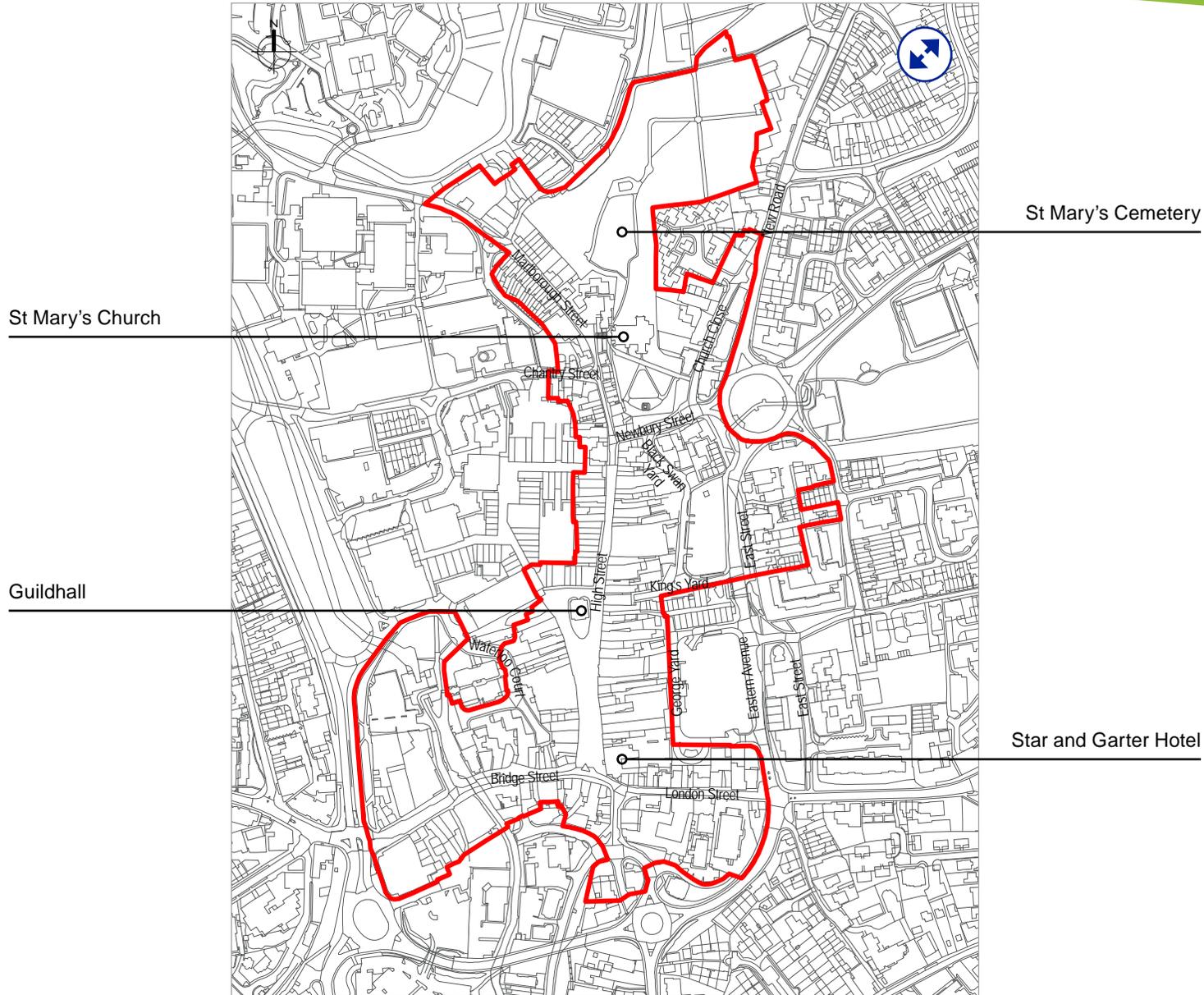
Andover Conservation Area was first designated in 1969 and its boundary was extended in 1983. Further changes to the boundary are proposed as part of this current review, details can be found in **Section 6.0** of this document. **Plan 1** overleaf shows the current boundary of Andover Conservation Area.

The Conservation Area covers the core of the historic town, centred on the High Street along with the main approaches, London Street from the east, Bridge Street from the west and Marlborough Street from the north. The northern part of the Conservation Area consists of St Mary’s Church and its cemetery along with an enclave of Georgian buildings in Newbury Street and Church Close. There is a further pocket of historic buildings to the east of Eastern Avenue, which includes the United Reformed Church and Nos.32 to 48 East Street.

## 1.3 WHAT DOES CONSERVATION AREA DESIGNATION MEAN?

Conservation area designation aims to preserve or enhance the character and appearance of an area which is of special architectural or historic interest. In order to ensure this, in the conservation area changes to the external appearance of a building may require planning permission from the Council that is not required elsewhere as some permitted development rights are curtailed. For example, demolition or substantial demolition of a building will require planning permission and planned work to a tree must be notified to the Council six weeks in advance. Under the *National Planning Policy Framework* (NPPF) conservation areas are designated heritage assets and their conservation is to be given great weight in planning permission decisions. Further details can be found in **Section 5.0**

<sup>01</sup> Section 69 (1), *Planning (Listed Buildings and Conservation Areas) Act 1990*



Plan 1: Boundary of Andover Conservation Area with key landmarks for orientation

## 1.4 PURPOSE AND SCOPE OF THE CONSERVATION AREA APPRAISAL

Understanding the character and significance of conservation areas is essential for managing change within them. It is therefore a requirement under the *Planning (Listed Buildings and Conservation Areas) Act 1990* that all Councils “formulate and publish proposals for the preservation and enhancement” of conservation areas within their jurisdiction, and conservation areas are periodically reviewed.<sup>02</sup>

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The proposals are normally presented in the form of a Conservation Area Appraisal and Management Plan (CAAMP), which defines and records the special interest of a conservation area, (see [Section 2.0](#)), analyses the characteristics that make it special (see [Section 3.0](#)), as well as setting out a plan for managing change to ensure its on-going protection and enhancement (see [Section 5.0](#)).

This CAAMP has been prepared in line with current best practice guidance published by Historic England, the public body who manage the care and protection of the historic environment.

The document is intended to be comprehensive, however, omission of any building, structure, feature or space does not imply that the element is not significant or does not positively contribute to the character and special interest of the Conservation Area. The protocols and guidance provided in [Section 5.0](#) are applicable in every instance.

The assessments which provide the baseline information for this CAAMP have been carried out utilising publicly available resources and thorough on-site analysis from the publicly accessible parts of the Conservation Area.

## 1.5 CONSULTATION AND ENGAGEMENT

It is a statutory requirement under the *Planning (Listed Buildings and Conservation Areas) Act 1990* for conservation area

guidance produced by or on behalf of the Council to be subject to public consultation, including a public meeting, and for the local authority to have regard of the views expressed by consultees.<sup>03</sup>

A draft of this CAAMP underwent public and stakeholder consultation between the 17th May and 5th July 2021. During and prior to the statutory consultation, engagement with the local community was undertaken using a digital questionnaire, recorded presentation and Q&A sessions.<sup>04</sup> This engagement was intended to raise awareness of the Conservation Area review, utilise local knowledge of the area’s special interest and gather feedback on the opportunities for enhancing this special interest and changes proposed to the Conservation Area boundary. The results of this consultation have informed the preparation of this document.

<sup>02</sup> Section 71 (2) and (3), *Planning (Listed Buildings and Conservation Areas) Act 1990*

<sup>03</sup> Section 71 (1), *Planning (Listed Buildings and Conservation Areas) Act 1990*

<sup>04</sup> The initial, targeted consultation of stakeholders was undertaken virtually due to the Covid-19 pandemic and the statutory consultation was undertaken both virtually and in person.

## 2 SUMMARY OF SPECIAL INTEREST

This section provides a summary of what is significant about Andover Conservation Area in terms of its history, appearance, character and setting.

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## 2.1 GENERAL STATEMENT OF SIGNIFICANCE

The town draws significant special interest from its prevailing 18th and 19th century character. Perhaps the most central building dating to this period, is the Guildhall, which is a landmark building in views at the town centre and demonstrates an emerging civic identity. Other surviving buildings dating to the 18th and 19th centuries range from coaching inns reflecting Andover's important role as a staging-post for coaches and residential terraces indicating Victorian expansion. Besides demonstrating the historic development of Andover, this range of building types, styles and decorative features brings special interest by introducing variety and character to the street scene.

Andover is important due to its historic function as a medieval market town. Although few jettied or timber-framed 15th to 17th century buildings survive, the remaining medieval plot pattern, comprising long, narrow-fronted burgage plots either side of the wide marketplace, as well as the survival of narrower medieval nearby, reflects the importance of the historic market. The continuation of regular markets here and the

role that the ancient marketplace still plays at the commercial and social heart of Andover reinforces this special interest.

The current mid-19th century St Mary's Church is a landmark building of particular interest with a prominent tower and good visibility throughout the Conservation Area. The site of the church brings special interest as it has long been in religious use. The

medieval church, joined with a medieval priory, was located here as was a speculated Saxon minster church. It has been suggested that an associated Saxon royal palace lay nearby, possibly reflected in the existing ovoid street pattern to the north of the marketplace. The existing church's generous grounds and surrounding green space form an important open space for residents and visitors today.



*The High Street today*

## 2.2 ASSESSMENT OF SPECIAL INTEREST

The overriding architectural character of Andover is that of the 18th and 19th centuries, when many buildings in the town were replaced or refronted with genteel Georgian elevations or Victorian terraces.

These buildings are important to the special interest of the Conservation Area not only on architectural and aesthetic grounds, but also as important indicators of the town's expansion in the 18th and 19th centuries. This growth is linked both with the town's emerging civic character and its important function as a staging-post due to its location on key routes between London and the south-west and Southampton and the Midlands. The survival of a few coaching inns including the Star and Garter on the High Street, which remains in hospitality use, illustrates and renders tangible this element of the town's special interest.

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Several grand banks, the post office, and of course the Guildhall itself, conjure a civic and institutional character emerging at Andover in the period between the 18th and 19th century and add visual interest to the street scene through imposing proportions, polite classical styles and stone detailing. The early 19th century, Grade II\* listed Guildhall brings particular interest for its prominent position in the High Street, on the site of a number of earlier Guildhalls, and strong presence in views looking along the High Street and from Bridge Street. The Church of St Mary's is also important and similarly listed at Grade II\*; the building, which dates to the 1840s features a tall tower and a distinctive Gothic Revival

style making it a landmark building and highly visible through much of the Conservation Area. The expansive green space around St Mary's, comprising the cemetery and War Memorial Garden, provides a pleasing setting for this landmark building, setting it apart from the town, whilst also forming an important amenity space for residents and visitors. The development of uniform Victorian terracing on the key approach routes to the town and new roads such as New Street, at the peripheries of the medieval core, introduces an important domestic character and a more diminutive scale relative to the grander civic buildings at the centre.



*View of Andover from Ladies' Walk, the church tower is highly visible*

The town draws significant special interest from its historic function as a market town serving the surrounding countryside, a role that it maintains today with a regular twice weekly market and an additional monthly farmers' and craft market. The town's market dates at least to the medieval period, with the High Street built in the late 13th century but redeveloped post 1435 following catastrophic fire damage. Andover's historic market function is seen visually in the proportions of the High Street, built wide enough to accommodate the market. In association with the development of the marketplace, medieval burgage plots were laid out either side of the street and these historic plots remain in part today, particularly legible on the east side of the street. Through their distinctive long, narrow-fronted plots, these add considerable historic character and special interest to the town centre. The medieval street pattern extends beyond this principal street: London, Bridge, Newbury, Winchester and Chantry Streets retain their historic routes, therefore preserving a sense of the medieval historic core at the town centre.

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*18th and 19th century buildings on Bridge Street*

Andover has relatively few medieval and post-medieval buildings, however those remaining certainly contribute to the historic character and special interest of the town as characterful ancient buildings distinguished by their timber-framing and jettying. These buildings include the Angel Inn, Nos.11, 13 and 15 Chantry Lane, No.84a High Street.

Wool and cloth production were the town's dominant industries in the medieval and post-medieval period, with other industries including milling, tanning, parchment-making

and ironworking. Little physical evidence of these former industries remains, however, many would have relied upon the River Anton, which runs through the west side of the town and contributes to the town's special interest. The former 18th century corn mill at Town Mill, which straddles the river off Bridge Street, occupies the site and adopts the name of a late 13th century mill, which reinforces the historic narrative of milling in and around Andover.

The 12th century doorway within the setting of the existing church, brings special interest to the town. As well as providing an interesting and ornamental example of a rounded Norman arch with chevron detailing, the doorway forms a valuable reminder of the earlier medieval church demolished in 1840, which was established on roughly the same site as St Mary's Church.

Some special interest is drawn from the town's ancient origins. Although little archaeological or built evidence remains, there were settlements in and around Andover during the Romano-British and Saxon periods. During the latter, the recorded settlement at Andover was associated with several reigning monarchs who bequeathed land, held councils, and formed treaties here making the likelihood of a Saxon minster church and royal palace or 'bury' at Andover probable. A distinctive ovoid shape in the street layout between the High Street, Chantry Street and West Street may represent the ancient palace boundary.

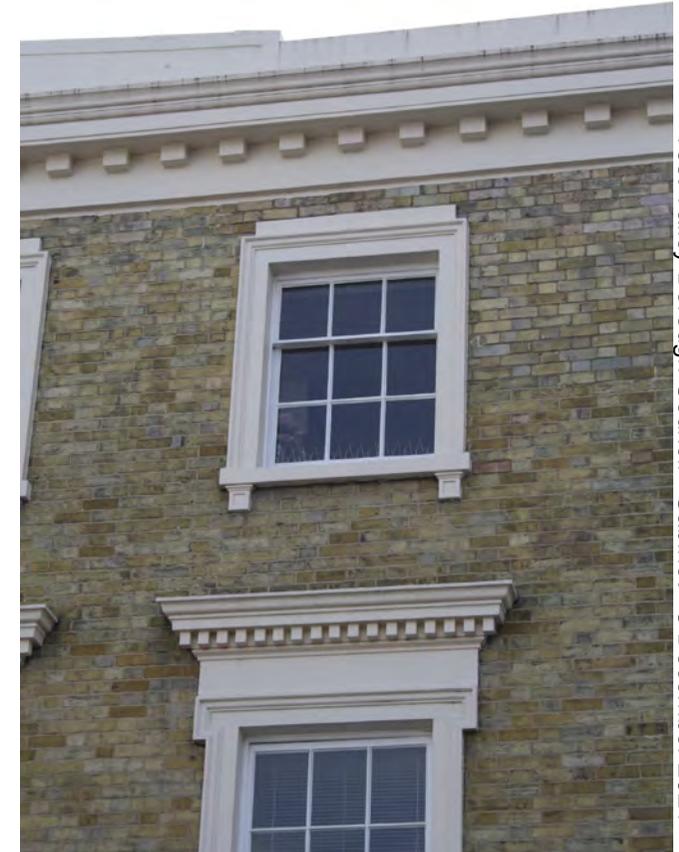
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*The spacious St Mary's churchyard*

The range of building types and styles at Andover results in an interesting and varied street scene, which is important to the town's special interest. Red brick is the most common material, reflecting its availability locally, although other brick tones are used and plenty of brickwork has been painted or rendered in pale colours. Stone and flint are used but these are typically reserved for higher-status, civic or religious buildings. The most significant buildings are likewise adorned with greater architectural detailing and decoration including dentilled cornices, stone quoining, rendered window surrounds bow windows, classical porches and lintels and decorative ironwork. For more modest buildings, decoration takes the form of brickwork bands and detailing, simple cornices, rendered lintels and string courses. Finally, historic shopfronts, which survive in part or whole, for example No.17 Chantry Street, No.2 Bridge Street and No.92 High Street, represent the importance of retail to the town centre both historically and today. Mostly dating to the Victorian period, these shopfronts demonstrate this phase development in the town centre and surviving features contribute to the overall appearance of the town centre.

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*Decorative features including dentilled or bracketed cornices and rendered window surrounds*

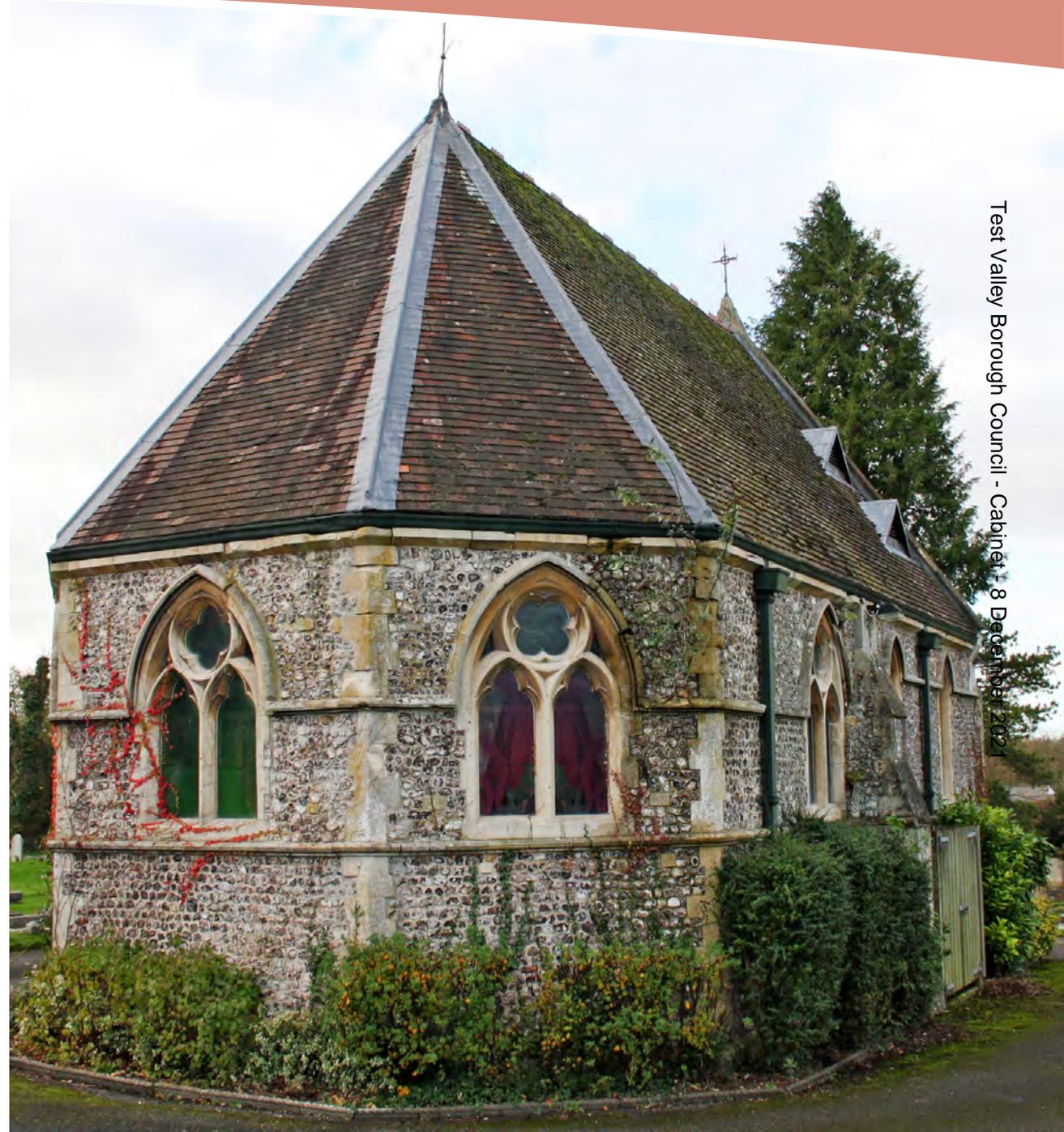
# 3 CHARACTER ASSESSMENT

This section provides analysis and assessment of the character and appearance of Andover Conservation Area and the way in which this contributes to its special interest. The first part (3.1) identifies and assesses the different character areas within the conservation area and the following parts (3.2 onwards) look at the conservation area as a whole, covering different elements of character including spatial analysis, material and architectural details, public realm, important views and setting.

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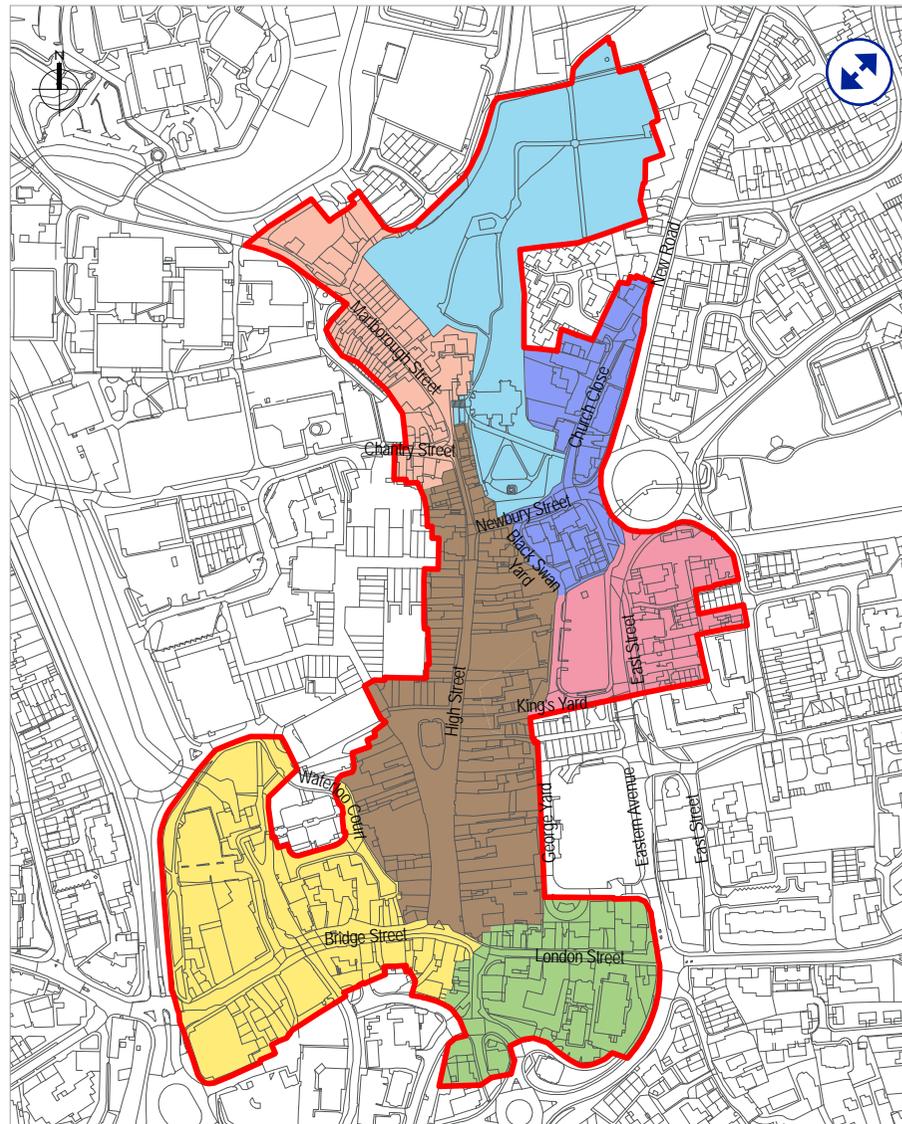
**3.1 AREA BY AREA ASSESSMENT**

Andover Conservation Area covers much of the town centre, as such there are areas within it which are of differing character. This section identifies and describes the different character areas within the Conservation Area, which are shown on **Plan 2**.

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- Conservation Area Boundary
- Area 1: High Street
- Area 2: Marlborough Street and Chantry Street
- Area 3: Bridge Street and Setting
- Area 4: Winchester Street and London Street
- Area 5: St Mary's Church and Surrounding Open Spaces
- Area 6: Newbury Street and Church Close
- Area 7: East Street

*This plan is not to scale*



**Plan 2:** Map showing the different character areas within Andover Conservation Area

*Click on each Character Area Colour on the map to be taken to the relevant page*

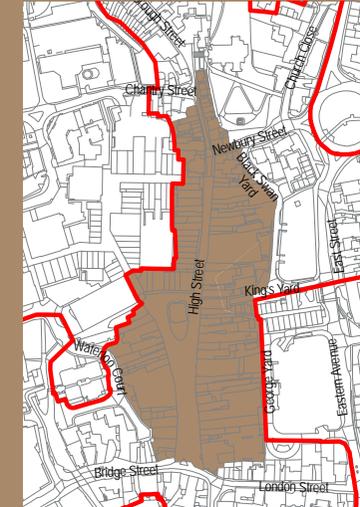
### 3.1.1 AREA 1: HIGH STREET

#### Building Uses

- The High Street, which lies at the heart of the Conservation Area, is characterised by a largely commercial character with building uses including banks, retail and hospitality (hotels, pubs and restaurants).
- Two historic coaching inns of particular importance survive, the Star and Garter and the Angel Inn.
- Most upper storeys are in residential or commercial use.
- The Guildhall is an important civic building and positioned prominently at the centre of the High Street.

#### Street and Plot Pattern

- The High Street runs on a north-south axis through the centre of the Conservation Area and comprises a wide lower (southern) section and a narrower upper (northern) section.
- All the other principal routes converge on the High Street - Marlborough Street and Newbury Street to the north and Bridge Street and London Street to the south.
- There is relatively good survival of the medieval plot pattern comprising deep, narrow-fronted plots particularly on the east side of the street. Some plot amalgamation has taken place giving variety to frontage widths.
- Various narrow yards and alleyways made up of smaller plots meet the High Street at right angles including Black Swan Yard, King's Yard and Shaws Walk.



#### Streets within this Character Area

- High Street
- Black Swan Yard
- King's Yard
- Shaws Walk
- George Yard



View looking north along the lower section of the High Street

### 3.1.1 AREA 1: HIGH STREET

#### *Building Scale and Massing*

- The buildings along the main (south) stretch of the High Street are generally tall three-storey terraced buildings with a few two storey buildings with attic accommodation.
- There is a very fine grain to development with few gaps between buildings except for carriage arch passageways through to side streets and alleys. These narrow routes connect the High Street to rear yards, service areas and car parking.
- At the very north end of the High Street, towards the residential Marlborough Street, the scale of buildings decreases, with buildings being mainly two storeys.
- Detached buildings are rare with the exception of the Guildhall, at the centre of the High Street.

#### *Building Materials and Architectural Details*

- Whilst red and yellow or buff-coloured brick buildings are typical, many of these have been refronted, rendered or painted in white or off-white shades.
- A number of modern buildings use brown or red brick, which is brighter than historic brick shades and not characteristic.
- Stone was not found locally, however, certain buildings including banks and the Guildhall employ a grander stone materiality to reflect their higher status. Other buildings use stone more sparingly to pick out and emphasise architectural details such as window surrounds and door cases.
- Roofs are either pitched or hipped and finished with slate or clay tiles, or concealed from view behind parapets.
- Most medieval timber-framed buildings were replaced during the 18th and early/mid-19th centuries resulting in a Georgian, Regency and Victorian High Street today. A few earlier buildings were refronted and these include Nos. 66 and 90 High Street.



View looking north along the upper section of the High Street



Doorcase to No.22 (Lloyds Bank)

### 3.1.1 AREA 1: HIGH STREET

- Decorative features comprise window ornament including architraves, window surrounds and lintels, as well as quoining, string courses and cornices.
- Regency details include stucco with channelling (horizontal indentations), bow windows and round-arched doorways and windows, all of these features are seen at the Star and Garter Hotel.
- Timber-framed sash windows are typical, on upper floors most often square but there are some examples which have round- or segmental-arches.
- Ground floors are occupied by shopfronts, many of which are unfortunately modern replacements, however historic or traditional shopfront survive mainly towards the north end of the High Street.

#### *Boundary Treatments*

- Due to the character area's location at the commercial centre of the Conservation Area, the majority of building are positioned hard up against the pavement with no boundary treatments.

#### *Public Realm and Open Space*

- The High Street is an important pedestrianised, public space with seating, public art, cycle racks and other street furniture including signage and streetlights.
- The street furniture is of mixed appearance and quality and generally contributes little to the historic character of the area. However, there are some items which are of historic origin or have a traditional or sympathetic appearance which do positively contribute.
- The lower part of the High Street features relatively new surface treatments comprising brick setts and paving stones with a shared surface to allow for car parking and deliveries.
- Public art installations signpost the alleys and yards leading off the lower part of the High Street and a mosaic surface treatment depicts episodes of local history and legend.



Public art for signage through to Globe Yard



Historic shopfronts at the upper end of the High Street towards the church

### 3.1.1 AREA 1: HIGH STREET

- The High Street hosts a twice weekly market and a monthly farmers' and craft market meaning that the main street retains its traditional function.
- There are planters and plant trellises, which add greenery to the otherwise urban nature of the character area but their design could be improved.
- The range of materials, architectural features and detailing present across the length of the High Street add to character of the street scene.
- The surviving historic shopfronts, particularly at the north end of the High Street, contribute positively to this part of the street and the Conservation Area as a whole.

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#### *Special Interest*

- The special interest of the High Street stems from it being the commercial, civic and social heart of the town, both historically and today, as demonstrated by the civic and institutional buildings found on the street and the continuation of regular markets here.
- Landmark buildings bring significant character to the High Street: the Guildhall is distinctive for its detached nature and prominent position in views along the High Street and the Star and Garter for its Regency style and visibility in views along Bridge Street.



*View looking north along the lower section of the High Street*



*The regency style Star and Garter Hotel*



*Fine-grained development and 18th and 19th century appearance of buildings in the High Street*

### 3.1.2 AREA 2: MARLBOROUGH STREET AND CHANTRY STREET

#### Building Uses

- The area is almost entirely residential with the exception of the vacant, formerly industrial buildings at Anton Laundry and one historic retail premises in Chantry Street.
- The listed Pollen's Almshouses remain in residential use and are distinctive for their architectural detail.

#### Street and Plot Pattern

- Marlborough Street is a continuation of the High Street and a key historic approach to the north-west of Andover. The road curves to the north-west and eventually meets Charlton Road and the Folly Roundabout.
- Chantry Street is aligned east-west at the junction of the High Street and Marlborough Street.

- The character area features generally small, narrow-fronted plots, particularly to the west side of Marlborough Street, however there are some more irregular, modern plots at its southern end.
- The former Anton Laundry, once a tannery, at the north-west end of the character area occupies a larger plot, although the buildings on the site have been significantly reduced and lie derelict, meaning the building is less characterful than when it was a working building.

#### Scale and Massing

- The buildings in the character area are generally domestic in scale, two storeys high.
- Most buildings in the character area are short rows of terraced cottages or almshouses, except the larger, detached remaining laundry buildings.



#### Streets within this Character Area

- Marlborough Street
- Chantry Street



View along Marlborough Street looking south-east

### 3.1.2 AREA 2: MARLBOROUGH STREET AND CHANTRY STREET

#### *Building Materials and Architectural Details*

- The buildings in the character area are generally finished in red brick, except the almshouses which combine red brick with knapped flint.
- In Chantry Street some buildings are rendered and painted white or off-white.
- Most buildings in the character area are 19th century with the exception of the Anton Laundry which dates to the 18th century and surviving, albeit altered, medieval, timber-framed buildings with jettied upper storeys in Chantry Street.
- Roofs are pitched or in the case of the former industrial buildings, hipped, and are mostly clay-tiled or slated.
- The dwellings in the character area have little decoration beyond brick detailing for quoins, window surrounds, date plaques, rendered lintels, bay and dormer windows.

- The former school building features stone quoins, window surrounds and decorative timber bargeboards.
- The buildings associated with the former laundry have no or minimal detailing, demonstrative of their industrial function.
- There is an example of an 18th century, double-fronted shop at 17 Chantry Street with multi-paned glazing, timber fascia sign and central door.

#### *Boundary Treatments*

- As is typical for terraced streets, all of the buildings are positioned hard against the pavement with no front boundary treatments.



*The timber-framed 17 Chantry Street is of 16th century origins and contains an 18th century shopfront, which is one of the oldest in the Conservation Area.*



*Doors to Pollen's Almshouses*

### 3.1.2 AREA 2: MARLBOROUGH STREET AND CHANTRY STREET

#### Public Realm and Open Space

- There are no street trees and no front gardens, meaning there is very little greenery in the character area, however, the trees in the setting of the church are visible in the background.
- There are small areas of grass verges around the junction of Chantry Street and the High Street.
- At the north-west end of the street, beyond the roundabout and in the setting of the former laundry, hedgerows and trees have been planted screening the development outside the Conservation Area to a certain degree.

#### Special Interest

- The alignment of Chantry Street is of historic origins, forming part of the historic medieval, and possibly Saxon, core.
- The special interest of the character area derives from the retained residential appearance of the Victorian terraces, the rebuilt 17th century almshouses and surviving medieval cottages.
- The residential accommodation along Marlborough Street reflects a key phase in the historic development of the town, Victorian expansion beyond the medieval town centre.
- The remnants of the former Anton Laundry, recognised by Grade II listing, represent a late 18th century industrial site and contribute to the special interest of the area but are in a dilapidated condition.



Former Anton Laundry buildings



View looking east along Chantry Street showing medieval, partly refronted buildings on the right

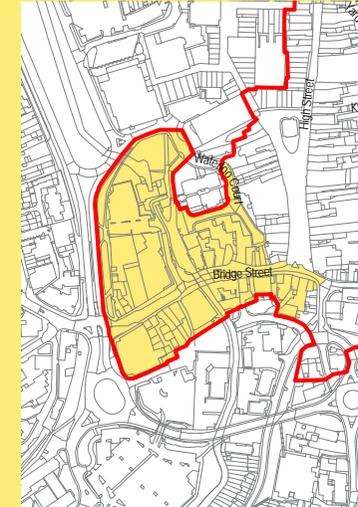
### 3.1.3 AREA 3: BRIDGE STREET AND SETTING

#### Building Uses

- Commercial uses are dominant in Bridge Street, ground storey uses include retail, hospitality (hotels, pubs and restaurants) and bank buildings, whilst the upper floors are generally in residential or commercial use. The area also contains Andover's Methodist Church.
- The area to the north of Bridge Street (Waterloo Court and west of Western Avenue) is characterised by a mix of public realm, surface car parking and service yards and delivery bays associated with the High Street to the east.
- Historically, there was some industry in the area; Town Mill, a former corn mill, remains today, now converted to a pub, although the malshouses in this area no longer survive.

#### Street and Plot Pattern

- The character area was formerly bounded to the west by the railway line as indicated by the historic OS maps in the Appendix. The line was demolished in the 1960s and little evidence of the former line remains, although the present boundary, Western Avenue, does follow the course of the former railway line.
- Bridge Street curves slightly to the south-west, particularly after its crossing of the River Anton, which cuts across the middle of the street.
- The street remains an important approach to the historic town centre from the south-west.
- Plot sizes vary due to the piecemeal development and considerable change in the post-war period.
- The east end of the street retains its fine-grained, historic plot pattern made up of narrow-fronted deep plots, with wider plots for high status buildings.



#### Streets within this Character Area

- Bridge Street
- Waterloo Court
- West Street



View along Bridge Street from the entrance to the Conservation Area at Western Avenue

### 3.1.3 AREA 3: BRIDGE STREET AND SETTING

- The west end of the street, formerly comprised industrial, detached buildings including a carriage manufactory and a motor / coach works. This layout has been altered with the addition of modern buildings including Sainsburys on the south side and Wilko on the north side.
- Until the Victorian period, there remained some gaps in the street frontage for example to the west of the works' buildings (part of the site of what is now Sainsburys). Unlike in the High Street, however, these were infilled during the 20th century with the River Anton now providing the principal break in development.
- The street and plot pattern in the area to the north of Bridge Street is more irregular with Town Mills surrounded by parking areas and public realm.

#### *Scale and Massing*

- The scale of buildings in the character area is generally two to three storeys, however there are modern buildings which are larger in scale (for example, Wilko at Nos.22-30 Bridge Street); these are not characteristic of the area.
- On Bridge Street, there is a relatively fine grain of development, due to the number of different buildings positioned in a close-knit terrace arrangement and the intersecting streets and landscape feature (the river). The buildings, which range from narrow to wider fronted, vary in height and roofline.
- Some buildings on Bridge Street retain carriage arch passageways through to back / service yards.
- The Methodist Chapel is the only detached building on Bridge Street, however, it is positioned very close to the neighbouring eastern terrace and so does not appear isolated.



View along Bridge Street looking east



Town Mills to the north of Bridge Street

### 3.1.3 AREA 3: BRIDGE STREET AND SETTING

- To the north of Bridge Street, Town Mills forms a semi-detached two-storey pair with the Mill House; the pair sits over the River Anton and is set within open green space.

#### ***Building Materials and Architectural Details***

- Buildings are generally fronted in red brick, or rendered or painted white or off-white.
- Roofs are pitched or hipped and generally slated, although a few use clay tiles; some roofs are concealed behind parapets.
- A few buildings including the White Hart Hotel and Nos.31-32 Bridge Street, feature decorative features including stucco channelling, quoining, string courses and cornices.
- The Methodist Church is distinguished by knapped flint materiality and pointed Gothic arches.

- The former red brick post office employs stone detailing for finishes including the doorcase, window architraves, cornice and features a distinctive corner cupola.
- The modern buildings generally use brown or red brick and feature no or minimal detailing.
- Whilst a number of historic shopfronts have been replaced with modern versions, several historic or traditional style shopfronts remain on Bridge Street.
- Timber-framed sash windows are typical, most often square but some round- or segmental-arched.

#### ***Boundary Treatments***

- Most of the buildings are positioned hard against the pavement giving the area an urban character.
- The Methodist Church is unique in that it has a low walled boundary with iron railings, distinguishing it as a high status building.



*The mid-19th century Nos. 31-32 Bridge Street, which is Grade II listed*



*View of the former post office showing its characterful cupola and stone detailing*

### 3.1.3 AREA 3: BRIDGE STREET AND SETTING

#### *Public Realm and Open Space*

- The Pocket Park is a recently upgraded area of public realm to the north of Town Mills with public seating, several pieces of public art, planting and high quality surface finishes. The park also contains many mature trees and forms an important green space close to the town centre.
- The approach to Town Mills from Bridge Street has also recently been upgraded to be a high quality area of public realm with the mill race forming the principal feature.
- There is a small park to the north of the mill race at Town Mills, which is characterised by trees, public art and seating.

#### *Special Interest*

- The mix of commercial uses on Bridge Street creates a lively street scene, contributing to the area's character and appeal.

- Special interest derives from the retention of the historic street pattern and characterful historic buildings, particularly at the east end of the street and around the junction with Western Avenue.
- Landmark and historic buildings, such as the Methodist Church and Town Mills both positioned close to the river, and the White Hart hotel, make a specific contribution.
- Many of the buildings contain traditional architectural and decorative features, such as window and cornice detailing, which contribute to the overall special interest of the area.
- The presence of the river and public green spaces provide a contrasting character to the fine urban grain of the town centre.



*Public park to the north of Bridge Street*

3.1.4 AREA 4: WINCHESTER STREET AND LONDON STREET

**Building Uses**

- Winchester Street is characterised by a retail function; the west end of London Street comprises retail and office uses, whilst to the east, the typical uses are a mixture of residential, leisure and hospitality. At its southern end is the Salvation Army Chapel, originally a Methodist Church.
- London Street historically contained an industrial malthouse site, which does not survive or remain legible today due to the modern redevelopment of this part of the south side of the street.

**Street and Plot Pattern**

- The historic plots on Winchester and London Street are generally small and not particularly deep.

- Winchester Street retains its fine-grained terraced development to the north, however, the south part of the street has been eroded by the construction of the modern Eastern Avenue, the associated roundabout and South Street and Savoy Court (excluded from the Conservation Area).
- London Street has been bisected by Eastern Avenue, with its eastern part excluded from the Conservation Area.
- The north side of London Street retains a historic fine-grained development comprising small narrow plots.
- The south side of London Street is similarly characterised by small plots at the west end, however, the rest of this side features larger plots.



**Streets within this Character Area**

- Winchester Street
- London Street
- South Street



View east along London Street from Winchester Road

### 3.1.4 AREA 4: WINCHESTER STREET AND LONDON STREET

#### Scale and Massing

- The historic buildings in Winchester Street are generally two storeys with attic accommodation above.
- London Street has been developed in a piecemeal fashion with terraced buildings added at different dates, ranging from two to three storeys in height and resulting in a varied roofline and scale. The historic building of the grandest scale is the 18th century Savoy Chambers
- More modern buildings on London Street, including the former cinema and 6-9 London Street, are detached and adopt a much larger scale and massing.

#### Building Materials and Architectural Details

- The historic buildings generally use red, yellow or buff-coloured brick, although many of these have been rendered or painted white or off-white. Modern buildings often employ a bright red/ brown coloured brick, which is not characterisitc.
- Roofs are typically pitched and tiled in slates or clay tiles, although many of the roofs on London Street are concealed behind a parapet.
- Architectural features and detailing are relatively modest and are generally limited to window lintels or architraves for historic buildings and traditional shopfront features for example at No.15 London Street.
- No.33 London Street features a sculptural heraldic frieze and a sundial above the classical doorcase, which is an unusual feature.
- The modern buildings have very little articulation or detailing.



*Terraced houses at the north end of Winchester Street*



*Terraced buildings along the north side of London Street (west end)*

### 3.1.4 AREA 4: WINCHESTER STREET AND LONDON STREET

#### Boundary Treatments

- Buildings along the northern side of London Street and the north end of Winchester Street are positioned hard against the pavement and therefore do not feature boundary treatments.
- The south side of London Street and the southern part of Winchester Street have more varied frontage lines, with some buildings hard against the pavement and others set back behind low brick walls or metal railings.

#### Public Realm and Open Space

- Along London Street and Winchester Street, there are a few street trees and planters, however, there is an overriding urban character.

#### Special Interest

- The character area derives special interest from the supporting role it plays to the town centre. London Street would once have been an important approach from the east, however, the historic street pattern of both roads has been altered through the construction of modern roads (Eastern and Western Avenues).
- The surviving Georgian/ Regency buildings on Winchester Street contribute positively to the street scene and are visible in views along London Street, Winchester Street and to a certain extent from the High Street.



A large-scale modern building (former cinema in use as a nightclub) at the east end of London Street



The Foresters Arms on the south side of London Street (west end)



The Salvation Army Chapel and No.16 Winchester Street

3.1.5 AREA 5: ST MARY’S CHURCH AND SURROUNDING OPEN SPACES

**Building Uses**

- This character area contains the Grade II\* listed Church of St Mary, which was built between 1840 and 1846, and a mortuary chapel. The character area has long been in religious use and has significant historic value, making an important contribution to Andover.
- The remainder of the area is in associated cemetery / memorial use and provides important green public space for the town. The cemetery was laid out in the Victorian period and the Garden of Remembrance in the second part of the 20th century.

**Street and Plot Pattern**

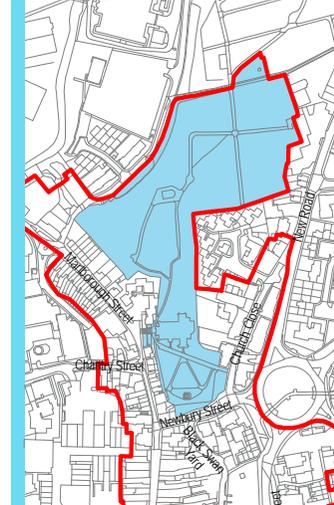
- The church and its setting form the least developed part of the Conservation Area comprising an extensive cemetery to the north with gravestones and a small mortuary chapel, as well as a smaller Garden of Remembrance to the south featuring the Andover War Memorial to the First World War and the wall with memorial plaques to the Second World War. The modern cemetery extension to the north

contains more recent burials, which are not included in the Conservation Area, and the town’s Commonwealth War Graves which contribute to the social history of the town.

- The cemetery features a number of informal paths linking the church, chapel and gravestones, whilst the Garden of Remembrance features a more formal layout of linear and radial paths.

**Scale and Massing**

- The Church is the largest and the tallest building in the Conservation Area and is particularly prominent in views from the High Street and Marlborough Street due to the height of its tower, its stepped approach and the raised ground it sits upon. The church is also visible beyond the Conservation Area, including from the elevated Ladies’ Walk to the east of Andover.



**Streets within this Character Area**

- St Mary’s Church
- The Cemetery
- Garden of Remembrance
- Commonwealth War Graves



Andover’s Cenotaph within the Garden of Remembrance

### 3.1.5 AREA 5: ST MARY'S CHURCH AND SURROUNDING OPEN SPACES

#### *Building Materials and Architectural Details*

- The church's high status is indicated by its stone and knapped flint materiality, as well as its Gothic Revival features including pointed arches and windows, ornamental tracery and prominent towers with pinnacles. The mortuary chapel employs a similar architectural language but at a much smaller scale.
- The remnants of an earlier Norman church on the site in the form of a rounded arch adds further historic and architectural interest and forms the entrance to the Garden of Remembrance from the High Street.

#### *Boundary Treatments*

- The boundary treatments to the cemetery include stone gate piers and walls (in front of the west entrance), brick and knapped flint boundary wall (to the north-west along Shepherd's Spring Lane) and elsewhere by rear returns to residential terraces or development.

- The Garden of Remembrance is bounded by planted hedges.

#### *Public Realm and Open Space*

- The cemetery and Garden of Remembrance are important areas of green public space in the Conservation Area and are well-treed with mature / semi-mature English and Irish Yews and conifers in the cemetery and Common Lime in the Garden of Remembrance.
- The steps accessing the church are framed by a pair of Monkey Puzzle trees.
- These areas of landscaping are not only of amenity value but also offer good viewpoints for admiring the church and places for contemplation.



*View of the west elevation of St Mary's Church showing the prominent tower*

### 3.1.5 AREA 5: ST MARY'S CHURCH AND SURROUNDING OPEN SPACES

#### Special Interest

- The church is one of the most important and most prominent buildings in the Conservation Area meaning it brings significant special interest. It is also the latest of a series of religious buildings on the site, namely the medieval church/priory and possibly a speculated Saxon minster church.
- The tall church tower makes it a landmark building, visible from all around the Conservation Area and beyond.
- The areas of landscaping within the setting of the church are the largest green public spaces in the Conservation Area and provide valuable amenity space for residents and workers.



*View looking across the cemetery towards the chapel and church*



*The mortuary (Non-conformist) chapel in the cemetery grounds*



*View looking across the Garden of Remembrance towards the south elevation of the church*



*View looking west across the Garden of Remembrance*

### 3.1.6 AREA 6: NEWBURY STREET AND CHURCH CLOSE

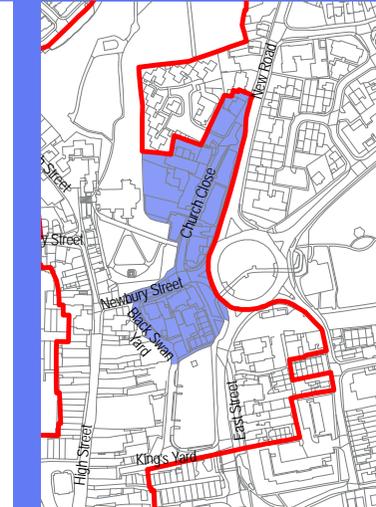
#### Building Uses

- The character area was historically a residential area ancillary to the church. It contained detached or semi-detached dwellings, the vicarage (Nos.8 and 8a Newbury Street), the former grammar school buildings and an additional school. Today several buildings have been converted and the range of uses includes commercial offices, residential and the Museum of the Iron Age and Andover Museum (in the former Grammar School).
- The west end of Newbury Street is similar in terms of its uses to the adjacent High Street comprising retail units and other commercial premises and High Street side returns; it is therefore included in the High Street character area.

#### Street and Plot Pattern

- The layout of the streets was in part determined by the boundaries of St Mary's Church, which prior to the current 19th century church contained a Norman church and priory.

- The character area was formerly made up of a single residential street, New Street, however, the street was truncated and altered in the 20th century with the arrival of Eastern Avenue and the ring road. The former southern stretch of New Street was renamed Church Close, which forms the main element of the character area, and the southern course of New Street was moved slightly to the east, immediately outside the conservation area.
- The buildings on Church Close and Newbury Street generally occupy relatively generous and wide plots with small back gardens, sometimes considerably curtailed by modern infrastructure.
- Spaces between buildings remain, today mainly in use for car parking.



#### Streets within this Character Area

- Newbury Street
- Church Close



The 1894 OS map shows the historic layout of the streets in this character area, prior to the truncation and diversion of New Street.

### 3.1.6 AREA 6: NEWBURY STREET AND CHURCH CLOSE

#### *Scale and Massing*

- Most of the buildings are two to three storeys high and detached although some are semi-detached or form part of short terraces.
- The museum appears of a slightly grander scale due to its attic accommodation and its gable ends.

#### *Building Materials and Architectural Details*

- The character area features a mix of red brick and render or stucco, the latter materials being particularly prevalent on Newbury Street and the south end of Church Close and painted in white or off-white.
- Both streets feature grand Georgian and Regency buildings, formerly dwellings, which are characterised by stuccoed channeling, bow windows, segmental arches and classical doorcases and porches.

- Roofs range from pitched, gabled to parapeted and are generally slate-tiled, except a few which feature clay tiles.
- Timber-framed sash windows are typical, most often square but the Old Vicarage has segmental sash windows.

#### *Boundary Treatments*

- Due to the location beyond the town centre and the formerly residential nature of this character area, most buildings are set back from the pavement and several buildings feature front gardens.
- Historic boundary treatments survives including walled boundaries or low walls with iron railings.
- A higher brick and flint wall with coping tiles and central brick gate piers and ball finials lines part of the west side of the street; this historic boundary is likely associated with the church.



*View looking south-west along Church Close showing the historic boundary walls lining the street with the church behind*



*The Georgian Old Vicarage (Nos. 8 and 8a Newbury Street), now offices*

### 3.1.6 AREA 6: NEWBURY STREET AND CHURCH CLOSE

#### Public Realm and Open Space

- At the junction between Newbury Street and Church Close, there is a small area of public realm with a grass verge featuring planting beds and public seating placed along the pavement.
- There are trees within the public realm and trees and other greenery in private gardens giving the character area a leafy, verdant character.

#### Special Interest

- Despite an expansion in building uses in this character area, the formerly residential character is largely retained through the retention of boundary treatments, attentive building maintenance, limited commercial signage and the survival of features including doorways, doorcases and timber-sash windows.
- The prevailing Georgian and Regency style brings special interest in defining the appearance and character of the area.

- The character area draws special interest both historically and at present from its proximity and relationship to St Mary's Church; the character area affords several good viewpoints for experiencing and appreciating the church, particularly its eastern apse.
- The presence of the street trees and green private gardens contribute to the residential character of the character area despite its proximity to the town centre.



View south along Church Close



View looking west down Newbury Street showing the Regency villas on the left and the small area of public realm on the right



View looking east along Newbury Street showing grass verges, planting beds, mature trees and Regency buildings to the right

### 3.1.7 AREA 7: DEVELOPMENT TO THE EAST OF EASTERN AVENUE

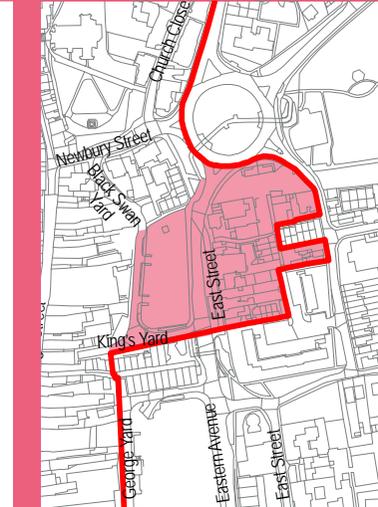
#### **Building Uses**

- The character area contains a mix of uses but is residential with some religious (the United Reformed Chapel), community (the Lardicake pub) uses and surface car parking (Black Swan Yard car park).
- The Acre almshouses at the north end of the character area were historically accompanied by informal gardens and a recreation ground, this open space has now been truncated by road infrastructure including a large roundabout but remains an important public green space in the setting of the Conservation Area.

#### **Street and Plot Pattern**

- The street pattern of the character area was altered in the 20th century with the arrival of Eastern Avenue, which resulted in the loss of the few buildings on the west side of East Street.

- Black Swan Yard car park is a municipal car park which lies on the formerly largely open land to the rear of the High Street. Historically this area was the yards and gardens of properties lining the east side of the High Street with a small number of ancillary buildings.
- East Street contains a terraced row of mainly 18th century houses and largely retains its deep, narrow-fronted plots.



#### **Streets within this Character Area**

- East Street
- Adelaide Street
- Rack Close (north end)
- Common Acre (west end)



*Acre Almshouses at the western end of Common Acre*

### 3.1.8 AREA 7: DEVELOPMENT TO THE EAST OF EASTERN AVENUE

#### *Scale and Massing*

- East Street, the Acre Almshouses, buildings fronting Adelaide Road and Rack Close and the United Reformed Church are two-storeys.
- The terraced row of listed buildings on the east side of East Street is two to three storeys.

#### *Building Materials and Architectural Details*

- The typical building material for the character area is red brick, although there are instances where the brick is painted or rendered white and pastel colours.
- The Georgian and Regency buildings feature classical doorcases, window architraves, rendered banding and corncicing, whilst the Victorian buildings are characterised by quoining, stone date/ name plaques, brick banding ironwork details to windows and window heads.

#### *Boundary Treatments*

- The terraced houses in East Street are generally positioned hard against the pavement with walled or railed boundaries to their rear.
- The United Reform Church is set back behind a planted garden with gate piers and iron railings at the boundary.
- The East Street features a planting buffer of beds and shrubbery to screen the busy Eastern Avenue.
- Similarly, the car park is also partially screened from Eastern Avenue by planted hedges to its reduce visual impact.



*View looking south along the upper part of East Street showing the terraced row on the left (east) separated from the rest of the Conservation Area by Eastern Avenue*



*A view of the north end of the character area showing No.54 East Street on the right, the United Reformed Church in the middle and Acre Almshouses on the far left*

### 3.1.8 AREA 7: DEVELOPMENT TO THE EAST OF EASTERN AVENUE

#### *Public Realm and Open Space*

- There are street trees and planting beds on the island in the upper part of East Street as well as limited street furniture including a timber bench.
- Eastern Avenue is lined by grass verges, hedges and trees to reduce the road noise and pollution.
- The Black Swan Yard car park to the west of East Street/Eastern Avenue features shrubbery and greenery screening the surface car parking and providing additional greenery to the street scene.

#### *Special Interest*

- The special interest of this character area is derived from individual buildings and groups of buildings including the attractive terraced row at the upper end of East Street, the Palladian-style United Reformed Chapel and the red brick almshouses both nearby.
- Although East Street has been altered by the construction of Eastern Avenue, the character area was historically an important route to the east of the town.



View looking north along the upper part of East Street showing the listed terraced houses



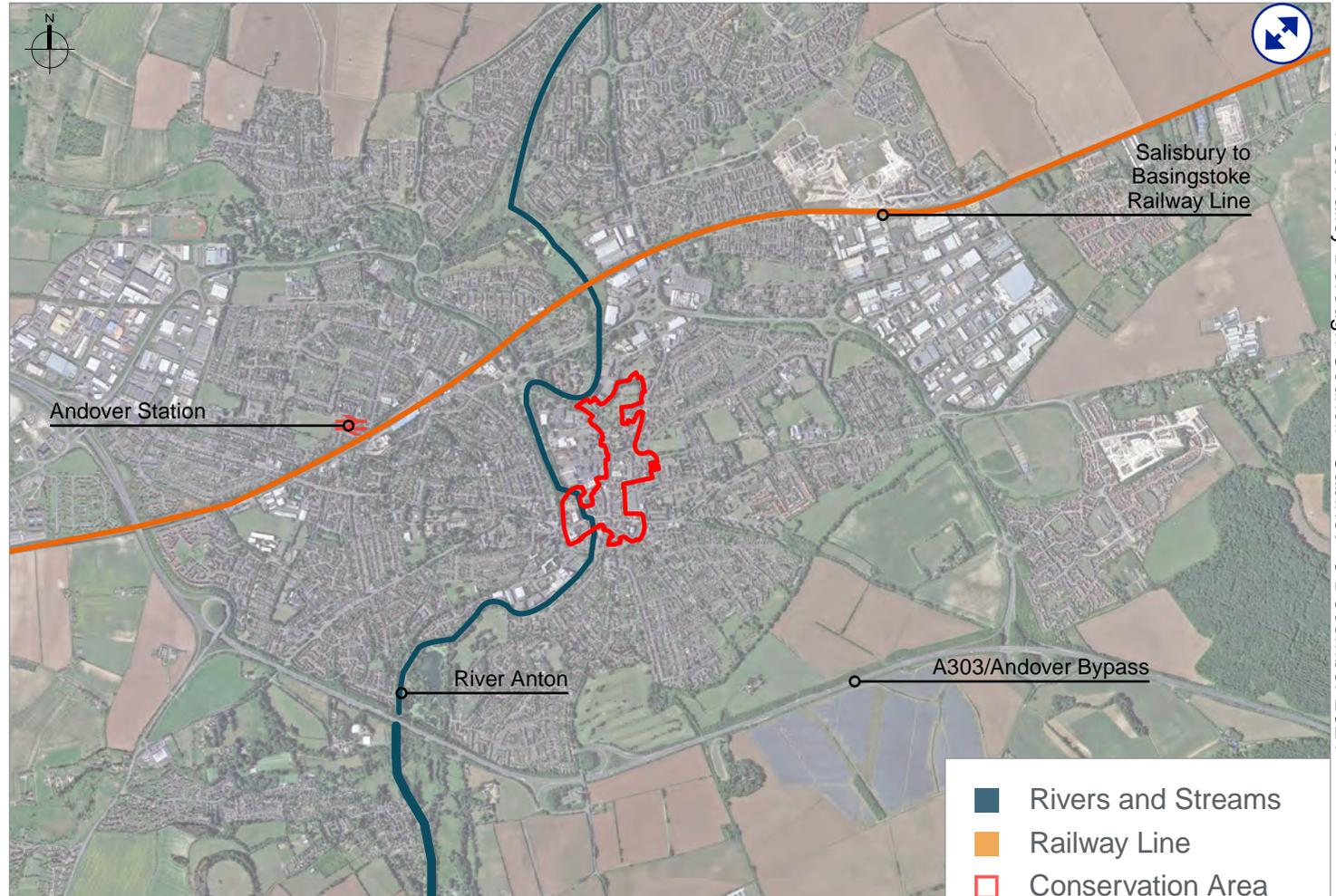
The Lardicake public house in Adelaide Road

**3.2 LOCATION, TOPOGRAPHY AND GEOLOGY**

**3.2.1 LOCATION OF ANDOVER**  
Andover is one of the principal towns and the administrative centre for the Borough of Test Valley. It is located on the River Anton, a major source of the River Test, and along one of the major routes from London to the South-West, mid-way between Basingstoke and Salisbury. The A303 bypasses the town to the west and to the east is another important route, the A34, passing north-south and connecting Andover with Newbury and Winchester. The Conservation Area is at the heart of the town and surrounded on all sides by suburban development with the exception of the Enham Arch retail park. The boundary of Andover Conservation Area in relation to its surroundings is shown on **Plan 3**.

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Caption: Plan 3: Location of Andover Conservation Area with key features identified to aid orientation



Plan 3: Location of Andover Conservation Area with key features identified to aid orientation

- Rivers and Streams
- Railway Line
- Conservation Area Boundary

*This plan is not to scale*

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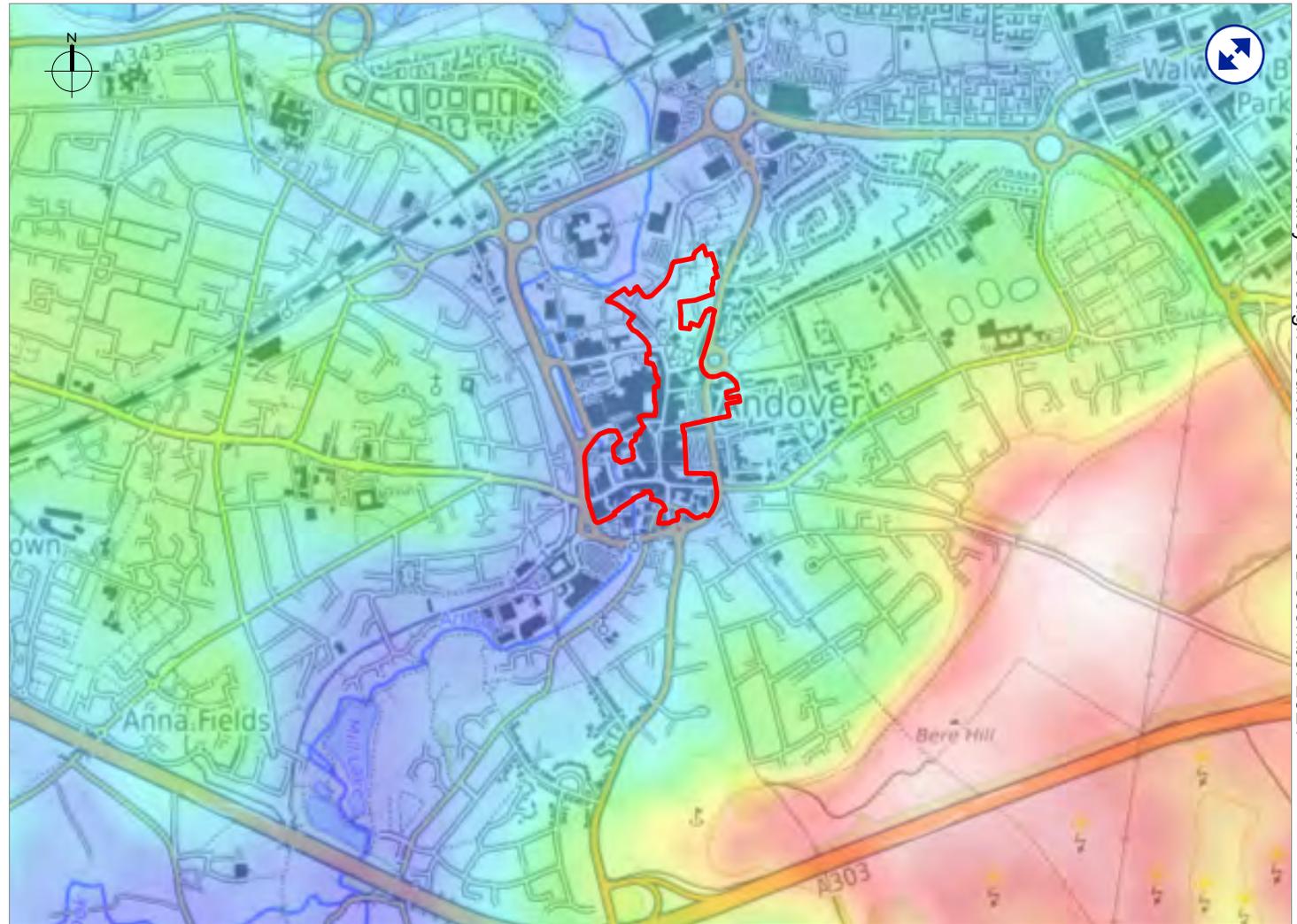
3.2.2 TOPOGRAPHY

The historic core of Andover, which forms the Conservation Area, is positioned in the river valley of the Anton. The ground rises on both sides of the river and therefore within the Conservation Area, there is an incline from the bottom of the High Street up to St Mary’s Church, which sits on the highest point. There is some 40ft (12m) height difference between the Bridge Street, High Street junction and the churchyard. To the east and west of the town, the ground continues to gently rise, up to Weyhill to the west and Bere Hill to the east. The topography of the Conservation Area and its surroundings are shown on Plan 4.

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3.2.3 GEOLOGY

Andover is built on the chalk bedrock of the Hampshire Downs, resulting in thin soils and vegetation mainly being grasses. The resulting pastoral farming tradition of the surrounding landscape has shaped the historic industries that took place in the town, wool and cloth manufacture, tanning and wool exporting. The latter through weekly markets and several annual fairs.



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Plan 4: Topography of Andover, the boundary of the Conservation Area is shown in red

Ground Level    Lowest    Highest

### 3.3 IMPORTANT VIEWS AND LANDMARK BUILDINGS

#### 3.3.1 IMPORTANT VIEWS

Andover has evolved over the centuries and as such it does not contain any specifically designed vistas. The Conservation Area is experienced through incidental, kinetic and transitional views, constantly changing as one moves along the street and through the town. These include views along historic streets which often take in St Mary's Church.

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All views which take in historic buildings, listed or not, and general historic environment of the area are important and contribute to the understanding and experience of the Conservation Area. As a consequence, the views considered in this section are only an indicative selection and not intended to be a comprehensive set of the important views in the Conservation Area. When proposals for change are being considered, a detailed study of the views important for any given site and the contribution they make to the Conservation Area will be necessary.

#### *Street Views*

The best means of experiencing the Conservation Area is through views along its historic streets. Street views showcase the different periods of the town's evolution and areas of different character and use. These include the enclave of Georgian buildings in views along Newbury Street and Church Close, 16th century jettied cottages in Chantry Street, upstream towards the Town Mill from the River Anton bridge and the retail and civic character of the High Street, Bridge Street and London Street. Streets are gently curving and there are no long views. As such views change moving along the streets. The exception are views along the lower part of the High Street which is long and broad allowing excellent views of the historic character of the town core.

Adjacent and overleaf is an illustrative selection of the street views within the Conservation Area.



View up Chantry Street which retains 16th century jettied buildings

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View along Newbury Street showing its Georgian character



View up the River Anton to the Town Mill



View along Bridge Street, terminating with a glimpse of the Star and Garter Hotel

*Views of the Guildhall*

The Guildhall is one of the most important buildings in the town and its position at the centre of the lower part of the High Street means it is a focal point in views. Of particular importance to the special interest of the Conservation Area are views up the High Street from the south which terminate with the Guildhall. However, the detached nature of the building means that it is viewed in the round with all sides presenting its classical, early 19th century appearance.

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Adjacent are an illustrative selection of the views of the Guildhall.



*View looking up the lower section of the High Street towards the Guildhall*



*View looking up the High Street towards the Guildhall*



*View looking down the lower section of the High Street showing the side elevation of the Guildhall*



*View looking down the lower section of the High Street showing the side and rear elevations of the Guildhall*

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Views of St Mary's Church

St Mary's Church is another prominent historic building within Andover. Although its position is less central than that of the Guildhall, it is visible from many points both within and from outside the Conservation Area. Its tall tower is glimpsed above the rooftops across the Conservation Area including from the lower stretch of the High Street and from East Street. The Church grows more visible from the upper part of the High Street and is particularly prominent in views up Chantry Street and Marlborough Street. The open nature of the churchyard and the Garden of Remembrance present particularly good view of the Church as a whole and the east end can be well appreciated from Church Close. The Church is also an orientating and landmark feature from views of Andover from the wider area, in particular the historic Ladies Walk.

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Adjacent are an illustrative selection of the views of St Mary's Church from within the Conservation Area and the wider area.



A view of Andover from Ladies Walk, the nave and tower of St Mary's Church are prominent features



View up Chantry Street with St Mary's Church becoming a dominant feature



View of St Mary's Church from the upper end of the High Street



View of the east end of St Mary's Church from Church Close



A close view of St Mary's Church from the Garden of Remembrance

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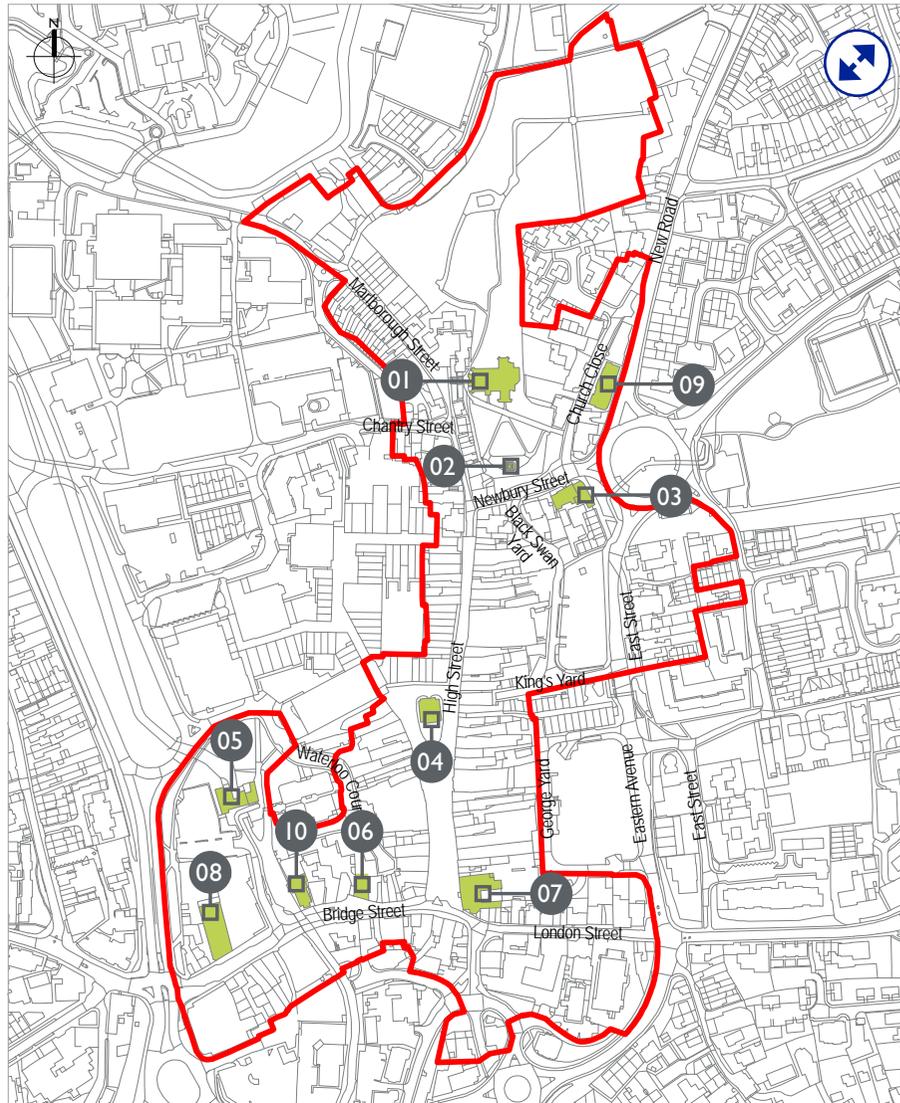
3.3.2 LANDMARK BUILDINGS AND STRUCTURES

The special interest of the Conservation Area is often best experienced visually by taking in the historic buildings and spaces of the area. Nearly all the buildings and spaces in the Conservation Area contribute to the understanding of its special interest.

However, there are individual buildings and structures which play a more important role in establishing the character of the area.

These are considered to be landmarks and are identified on Plan 5 and described on the following pages. Their landmark quality may be derived from their relative height, for prominent features, such as the pediment and classical frontage of the Guildhall, their position within the street scene or their role in wayfinding and creating a sense of place.

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**KEY FOR LANDMARK BUILDINGS AND STRUCTURES**

- Landmark Buildings and Structures
- Conservation Area Boundary

- 01 St Mary's Church
- 02 Andover War Memorial
- 03 Nos.8-8a Newbury Street
- 04 Guildhall
- 05 Town Mill
- 06 White Hart Hotel
- 07 Star and Garter Hotel
- 08 Former Post Office
- 09 Andover Museum and Museum of the Iron Age
- 10 Bridge Street Methodist Church

*This plan is not to scale*

Plan 5: Landmark buildings and structures in the Andover Conservation Area

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### 01 St Mary's Church

St Mary's Church is the most prominent historic building in Andover, visible from many locations within the Conservation Area and from the wider area. Its position at the highest point in the historic town core and the considerable height of its tower give this building its landmark status.



### 02 Andover War Memorial

Andover's War Memorial is of considerable communal value. It is positioned prominently within the Garden of Remembrance, one of the few green public spaces within the historic town core. The stone cenotaph was unveiled in 1920 in front of the Guildhall, before it moved to its present site in St Mary's churchyard in 1956.



### 03 Nos.8-8A Newbury Street

This grand early 18th century villa was formerly the vicarage for St Mary's Church. The long frontage; central pediment and porch; and classical Georgian style all contribute to its landmark nature.

### 04 Guildhall

The early 19th century Guildhall is the focal building in the High Street, occupying the central position, mid-way along the street where it opens out into a broad, triangular open space. The building has strong, classical proportions and stylistic features, including central pediment, columns and arched ground floor, and dominates views up the High Street from Bridge Street. As a detached building in a public space, it is visible from all sides and all are significant.

### 05 Town Mill

The Town Mill is one of the only historic industrial buildings remaining in the town centre and therefore makes a particular contribution to understanding the evolution of the town and creating its sense of place. The 18th century Mill, which lies on the site of earlier mills dating back to the 13th century, has a long frontage, spanning over the River Anton, and terminates view upstream from Bridge Street.

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06 White Hart Hotel

The White Hart is one of several historic coaching inns to survive in Andover and remains in its original use. The angled alignment of its principal elevation serves to give the building prominence in views east along Bridge Street, which the coaches would have travelled along en route to London.

07 Star and Garter Hotel

The Star and Garter Hotel is another of the historic coaching inns to survive in Andover and remains in hospitality use. The early 19th century building has a wide, symmetrical façade, prominent in both the High Street and Bridge Street.

08 Former Post Office

The former Royal Mail Post Office on Bridge Street possesses a corner turret and cupola, making it a prominent feature in views into the Conservation Area from Western Avenue.

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### 09 Andover Museum and Museum of the Iron Age

As the last building on the east side of Church Close, this characterful Georgian building is easily visible within the street scene and, due to its museum function, an important landmark to locals and visitors.

### 10 Bridge Street Methodist Church

The church is distinctive in Bridge Street due to its knapped flint materiality, pointed gables and position next to the river making it visible along much of the street. The church is also of important communal value.

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### 3.4 SETTING OF THE CONSERVATION AREA

#### 3.4.1 INTRODUCTION

The setting of a conservation area often makes a contribution to the special interest of the area. Setting is the surroundings in which the conservation area is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive, negative or neutral contribution to the special interest of the conservation area.

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Views are often used to define the extent and importance of setting. However, whilst views of the area's surroundings play an important role in the way the setting of the conservation area is experienced there are other factors which contribute, including but not limited to, the pattern and appearance surrounding townscape, the noise, ambience and use of the surrounding area and the historic relationships between the conservation area and its surroundings.

The following analysis of the setting of Andover Conservation Area is not exhaustive but highlights some of the important components of the area's setting which

assist in the understanding, legibility and appreciation of what is special about the Conservation Area.



*Ladies Walk provides good views of the Conservation Area, and Andover, set within its rural setting*

### 3.4.2 URBAN AND SUBURBAN SETTING

When proposals are being developed within the setting of the Conservation Area, specific analysis should be undertaken to understand the contribution a specific site or building makes to the special interest of the Conservation Area and how the proposals may impact upon this contribution and the special interest of the Conservation Area as a whole.

The principal setting of Andover's Conservation Area is the surrounding urban and suburban development. There are a number of modern buildings of large scale and massing within its immediate setting, for example the supermarkets and car parks found off Western Avenue. Extensive residential expansion has taken place around the town, largely since the mid-20th century, and there are also large industrial and retail parks along the main approaches to the town and the outer fringes of the settlement.

There are pockets of late Victorian and Edwardian housing, such as in Old Winton Road and Junction Road; the latter, to the north-west of the conservation area also contains the former Andover Union Workhouse completed in 1836, but now converted to residential use. However, the

majority of residential suburbs, even close to the historic core, are of post-war date. These residential suburbs contribute a small degree to the special interest of the Conservation Area by illustrating how the town grew and evolved. The retail and industrial parks do not contribute to the special interest of the Conservation Area.

### 3.4.3 WIDER RURAL SETTING

The wider setting of the Conservation Area, beyond the settlement boundary of Andover,

is formed by the surrounding agricultural landscape of fields, plantations and small villages. This aspect of the setting of the Conservation Area contributes more greatly to its special interest by providing a glimpse of the historic setting of the town. The green landscape setting of the Conservation Area can be best experienced from its higher areas, from St Mary's churchyard and the cemetery. Ladies Walk also provides an excellent opportunity to view the town within its rural setting.



*The wider rural landscape setting of Andover*

3.5 TOWNSCAPE ANALYSIS

3.5.1 STREET AND PLOT PATTERN

The Conservation Area centres on the High Street, the principal route through historic Andover, which runs on a north-south axis. The Guildhall sits at its focal point, at the north end of the lower section of the street. This central artery is characterised by its broad width and finely grained development with surviving medieval plots, distinctive for their narrow frontages and depth. Side streets and alleys, such as Newbury Street, Black Swan Yard and Union Street, meet the central High Street at right angles. These narrower streets, lined with smaller plots, are often accessed through passages under buildings' first storeys and enhance connectivity across the conservation area, linking the front of house High Street to the back of house areas.

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The High Street showing its generous width and landmark building, the Guildhall



Narrow yards and alleys meeting the High Street



Narrow yards and alleys meeting the High Street

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Some plots to the west of the High Street, namely Nos.11-19, have been amalgamated and accommodate a larger rear extension with bulkier massing. To the north of the Guildhall, just outside the Conservation Area, is the Chantry Shopping Centre characterised by its sprawling footprint, which has eroded all historic plot pattern in this area. The plot layout to the east of the High Street is

generally much less cohesive with looser grain and more varied plot patterns, comprising service yards and surface car parks.

The south end of the High Street meets Bridge Street and London Street at a T-junction and Winchester Street lies just to the east of this important intersection. Winchester Street is truncated by the modern Western Avenue and

Eastern Avenue. Bridge Street curves slightly to the south-west, particularly after it crosses the River Anton. Chantry Street joins the north end of the High Street from the west. At this point, the High Street joins Marlborough Street, which aligns north-west and downhill away from St Mary's Church, which is atop the hill. The church occupies a large plot of land comprising a landscaped Garden of Remembrance and a cemetery.

East Street, which runs parallel to the east of the High Street, has been altered by the late 20th century construction of the Eastern Avenue and the associated roundabouts serving the busy A-road. The busy route from East Street merging to Eastern Avenue features the Black Swan Yard car park to its west forming the rear to the High Street and to the east a combination of narrow-fronted terraced buildings.



*Rear returns, extensions and service yards to the east of the High Street*

### 3.5.2 BUILDING SCALE AND MASSING

Building heights in the Conservation Area range between one and four storeys with the majority being two to three storeys. The buildings on the main streets, including the High Street and Bridge Street, are generally three storeys, whereas more residential areas, such as Marlborough Street, are generally characterised by a more diminutive scale of two storeys. Along the main thoroughfares, the buildings are typically terraced, rather than detached or semi-detached, and the development is fine-grained, reflecting the premium placed historically on land at the centre of town.

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*Smaller scale residential terraces on Marlborough Street to the north of the historic centre*

Modern buildings are often characterised by a larger scale than historic buildings, as demonstrated by Wilko, which is of an oversized scale and massing. These proportions are not characteristic of the historic nature of the area.

The tallest building in the Conservation Area is St Mary's Church with its prominent tower surmounted by pinnacles, which is visible at intervals across the Conservation Area. The church's significant height and positioning on higher ground also makes it a landmark beyond the Conservation Area: it is particularly distinctive from Ladies' Walk on the south-eastern outskirts of Andover.



*The tower of St Mary's Church*

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### 3.5.3 BUILDING USES

The present use of different buildings and areas is indicative of the development and character of the Conservation Area, contributing to the understanding of the place. The principal uses within the Conservation Area are commercial and residential. Historically, there would have been more residential accommodation at the town centre, with shopkeepers living above their shops; some remain, whilst others have been converted to office use. Commercial uses are concentrated along the High Street at ground floor level, comprising banks, cafes and restaurants, local businesses and retail units. The commercial character continues along Bridge Street which features shopfronts and pubs. The land use to the north of Bridge Street is characterised by a mix of public realm, surface car parking, a pub, largescale commercial buildings to the rear (west) of the High Street and associated service yards and delivery bays. The building uses at the west end of London Street are similarly retail and offices, whilst, as the street progresses to the east, the emphasis shifts towards residential, leisure and hospitality uses.

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Beyond the inner core of the town centre, Marlborough Street to the north-west has a more residential character featuring terraced housing and surface car parking. The formerly residential Church Close and Newbury Street to the north-west, today contains a wider range of uses including commercial and museum uses. East Street contains residential and religious buildings along with the Black Swan Yard car park to its west. Black Swan Yard and George Yard, the roads that run east to west between the High Street and East Street, are characterised by surface back-of-house service yards behind the High Street.

Religious buildings are interspersed across the Conservation Area, with the largest, St Mary's Church, at the north end of the High Street, accompanied by an extensive cemetery. There is a Methodist Chapel in Bridge Street and on East Street, the United Reform Church. These buildings add character to the Conservation Area due to their historic religious function, which is perpetuated today by Anglican, non-conformist and other congregations.



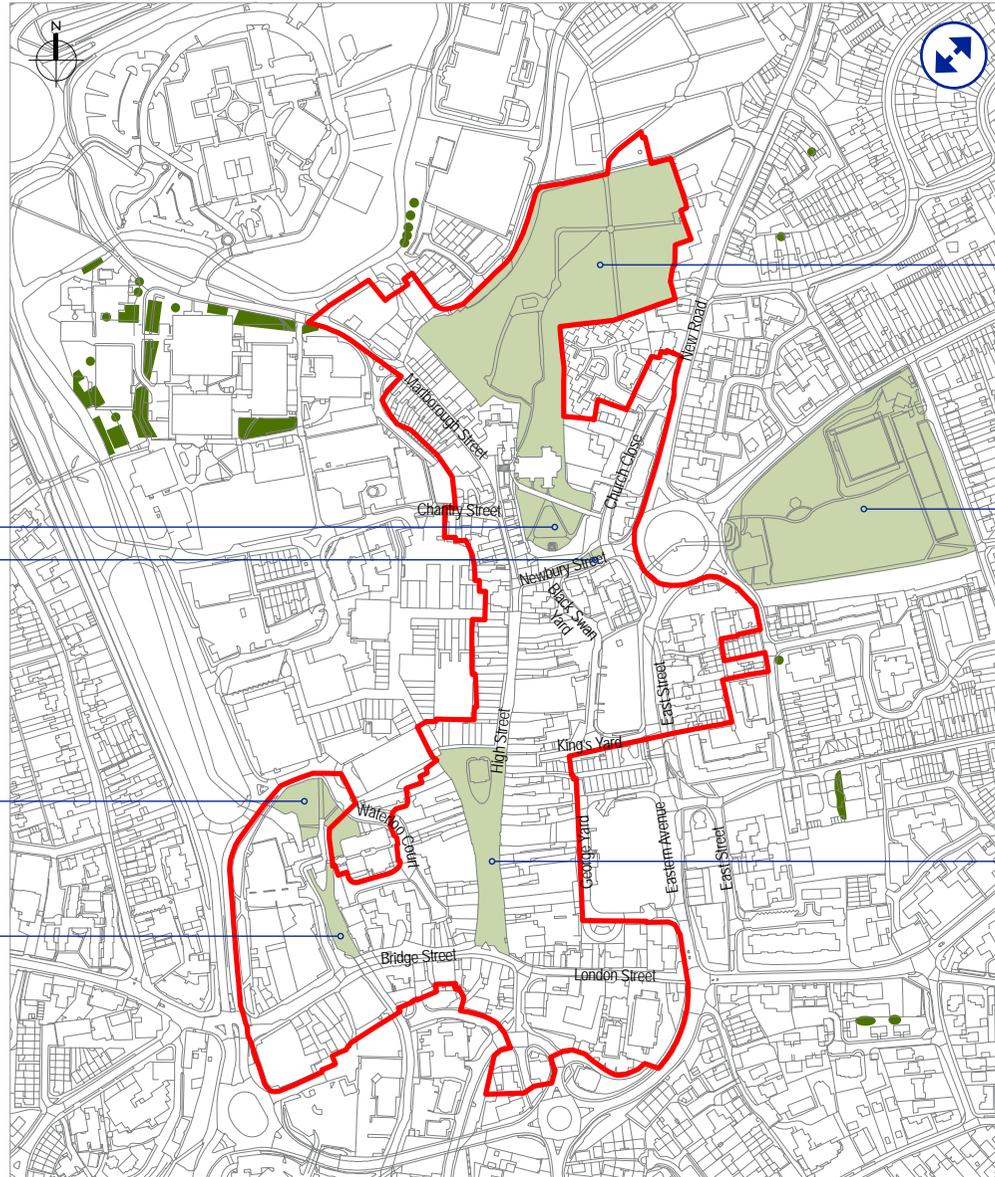
*The Methodist Chapel next to the River Anton on Bridge Street*

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3.5.4 PUBLIC REALM, OPEN SPACES AND TREES

- Conservation Area Boundary
- Important Open Spaces
- Tree Preservation Orders

*This plan is not to scale*



Cemetery to St Mary's Church

Vigo Road Recreation Ground and the Common Acre form an important green space to east of the town centre but not within the Conservation Area boundary

Garden of Remembrance

Small area of public realm at the junction of Newbury Street and Church Close

Small park to the north of Town Mills

Public realm and riverside off Bridge Street

Pedestrianised High Street

Plan 6: Plan showing Public Spaces and Tree Preservation Orders

### Open Spaces

The setting of St Mary's Church, the largest green space within the Conservation Area, forms an important amenity space and gives the church a generous buffer from the town centre. The cemetery to the north, features mature and semi-mature English and Irish Yews and conifers and a number of informal paths around the graves and approaching the small mortuary chapel. Beyond the cemetery, on the opposite side of the footpath, is the cemetery extension including Andover's Commonwealth War Graves, which is the only part of the cemetery extension included within the Conservation Area. To the south of the church is a smaller formally landscaped Garden of Remembrance centred around Andover's War Memorial. The memorial comprises a cenotaph moved from in front of the Guildhall in 1956 remembering the fallen of the First World War and flanking curved walls dedicated to the Second World War dead. The memorial is positioned in front of a lawned space with gravel paths and public seating, encouraging use of the space as a place for contemplation and remembrance and hosts the Remembrance Service. The Vigo Road Recreation Ground and the Common Acre form a large park lying immediately to the east of the Conservation Area and therefore forms part of its setting.



*Cemetery to the north of St Mary's Church showing the church tower in the distance and the mortuary chapel in the middle ground*



*Commonwealth War Graves to the north of St Mary's cemetery*



*War memorial within the Garden of Remembrance to the south of St Mary's Church*



*Lawn and public seating in front of the War Memorial*

The High Street forms the most frequented open public space in the Conservation Area. Its broadness and pedestrianised nature make it an attractive destination and meeting place, as well as a suitable location for a twice weekly food market, which continues the historic tradition of regular markets in the town. There is public seating, cycle racks and other street furniture encouraging people to spend time here and take in views of the Guildhall and the church tower. The street furniture is a mixture of styles, mainly modern and does not contribute to the special interest of the Conservation Area. However, there is a historic lamp standard in front of the Guildhall, which is Grade II listed, and other bollards and lampposts which are traditional in style and are appropriate within this historic context. Likewise the surface treatments along the length of the High Street are varied comprising different styles of paving and inset public art. In general the finishes are modern and do not contribute to the special interest of the area.

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*The High Street at its widest point in front of the Guildhall*



*View looking south along the lower section of the High Street*

The Pocket Park, to the north of Town Mills, is a recently upgraded area of public realm in close proximity to the town centre. The Park has mature trees, shrub planting, public seating and pieces of public art. A small area of public realm with public seating and street furniture lines the riverbank of the Anton to the west of the Methodist Church. The approach to Town Mills from Bridge Street therefore is bounded by the mill race, which widens towards the north, and features grass banks.

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At the junction between Newbury Street and Church Close, a broad grass verge features planting beds and public seating, placed along the pavement.

Surface car parking, however, whilst necessary to serve to the town centre, has a significant and in parts overbearing presence in the Conservation Area. Some car parks are partially screened from view behind hedges and mature trees and shrubbery.



The recently upgraded public realm along the river Anton to Bridge Street.



Grass verge and street furniture at the junction of Newbury Street and Church Close



Pocket Park to the north of the mill race at Town Mills

Street Furniture

Street furniture ranges in appearance, quality and amount across the Conservation Area. The High Street features a particularly high concentration of modern streetlamps, public seating, bins, bollards, street signage and planters which adds clutter to the street scene and detracts from its historic character. Some of the specific types of street furniture in the Conservation Area are discussed over the following paragraphs.

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Streetlamps within the Conservation Area are frequently traditional in style like those along Bridge Street and Newbury Street, however others are modern and municipal in style including those along the High Street. There is a single Victorian, ornamental lamp post in front of the Guildhall in the High Street, which is Grade II listed. Bins also vary from modern cylindrical metal on the High Street to more traditional, square bins painted black elsewhere.

Whilst there is some, the provision of public seating is relatively limited within the Conservation Area. Those that do exist are not generally consistent in style, for example those along the High Street, which comprise different types of metal and timber benches.

Most of the signage across the Conservation Area is of a traditional type and materiality, namely metal finger post signs for directions and metal plaques set into the pavement associated with Andover Heritage Trail.

The wide range of styles of street furniture used across the Conservation Area generally detracts from its special interest due to the lack of consistency. Historic items of street furniture, such as the lamp standard in front of the Guildhall, make a positive contribution.

Types of street furniture in the Conservation Area



Public art installations are present across the Conservation Area, but most prominently in the High Street. A mosaic surface treatment artwork, 'The Andover Time Ring', narrates stories of local legend and history, whilst the side streets leading off the High Street feature metal arches or gateways with decorative signage and signposting. These gateways contribute to the character of the High Street and help navigation around the Conservation Area.

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The lower section of the High Street features brick setts and paving stones with a shared surface indicating the pedestrianised nature of this part of the street. Contrastingly, the upper section of the street, which is not pedestrianised, features narrow tarmac pavements. Shared surface treatments are also used elsewhere for example in London Street but in this case with lower quality tarmac materiality, which would benefit from replacement. Other streets comprise a mixture of paving slabs or tarmac with granite or concrete edges.



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*Examples of ornamental gateways from the High Street to the side streets and yards beyond*

### 3.6 LISTED BUILDINGS

Andover is a historic town and therefore contains many historic buildings and structures, which are significant in their own right as well as collectively contributing to the overall character and special interest of the Conservation Area. Buildings and structures of sufficient special and architectural interest are added to the National Heritage List for England.

There are over 70 entries for Andover on the list, some of which cover more than one building.

There is therefore a high density of listed buildings within the Conservation Area.

Listing is a statutory designation and listed buildings are protected under the *Planning (Listed Buildings and Conservation Areas) Act 1990*. The criteria for listing are defined by DCMS and the list is administered by Historic England. Listing ranges from Grade I (the highest level of protection) through to II\* and II (the most common level).<sup>01</sup>

Within Andover Conservation Area, there are five Grade II\* listed buildings, St Mary's Church, the Guildhall, the Star and Garter Hotel, the Angel Inn and Nos.89-93 High Street. The location of all the listed buildings in the Conservation Area is shown on **Plan 7** and

their list entries can be found on the National Heritage List for England.<sup>02</sup>

Outbuildings and subsidiary structures associated with listed buildings are likely to be within their 'curtilage'. That is, a building or structure which is associated with a listed building and has been so since before July 1948. In case of curtilage listing, the curtilage listed structure has the same level of protection as the main listed building and will be subject to the same Listed Building Consent procedures.

Alterations, additions or demolitions to listed buildings require Listed Building Consent, which allows the Council to make decisions that have been informed by an understanding of the building or the site's significance. Information on Listed Building Consent can be found on the Planning Portal and the Council also have a Pre-Application Advice service, details for both can be found in **Further Information**.

Furthermore, national and local planning policies also recognise that changes to other buildings or sites in the setting of a listed building can affect its special interest. Preserving or enhancing the setting of a listed building is a material consideration in planning decisions.

<sup>02</sup> National Heritage List for England: <https://historicengland.org.uk/listing/the-list/>

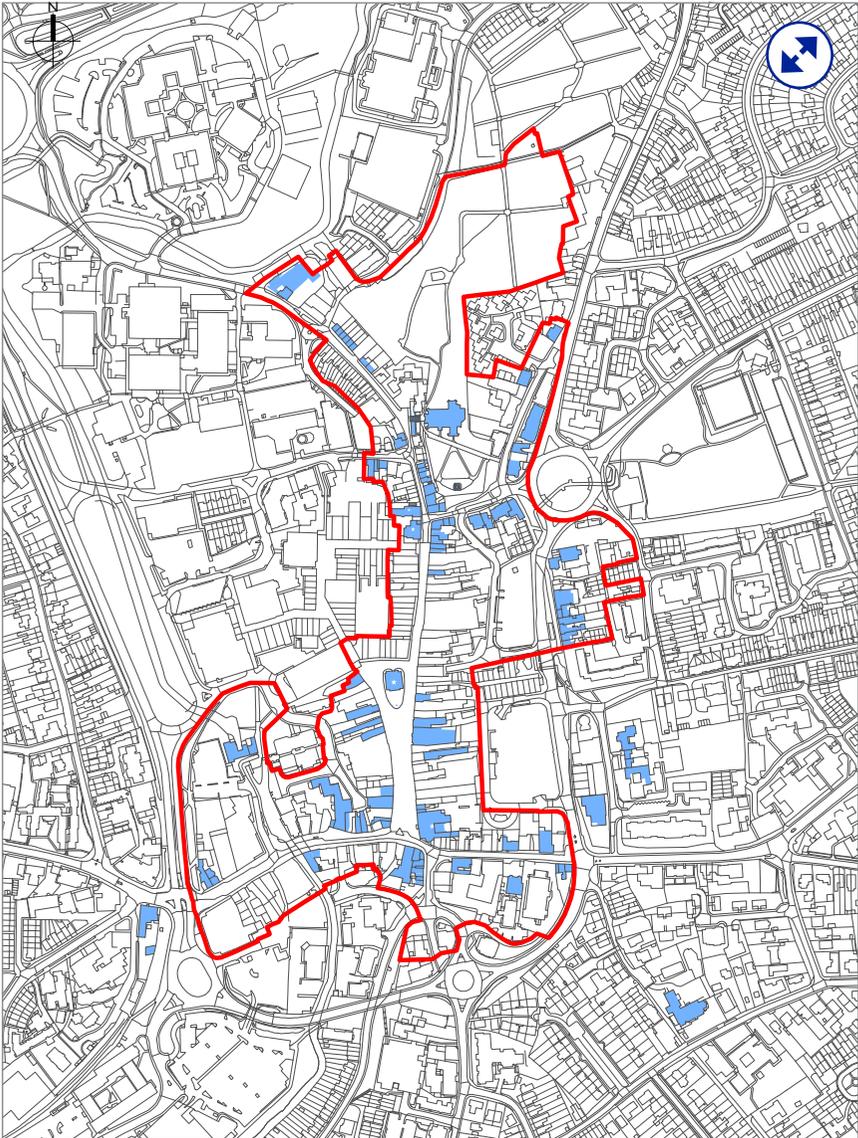


*Andover has an important history as a coaching town, with many inns and hotels surviving in their original use, including the Angel Inn, which is Grade II\* listed.*



*Many buildings in the High Street are listed, including No.32 (Grade II) with its distinctive bowed frontage.*

<sup>01</sup> Grade I and II\* listed buildings together comprise around 7% of all listed buildings, with the remainder being Grade II.



■ Listed Buildings  
□ Conservation Area Boundary

*This plan is not to scale*

*Plan 7: Map showing the statutorily listed buildings within Andover Conservation Area*

**3.7 MATERIALS AND DETAILING**

**3.7.1 BUILDING MATERIALS**

The predominant cladding material in the Conservation Area is brick with red brick most commonly used although there are some examples of yellow or buff-coloured brick buildings, typically dating to the Georgian period. Whilst for many buildings the brick materiality is left untreated, for others it is painted white or off-white. Contrasting coloured bricks are used to add patterning and details such as window dressings, quoins and diaperwork. The brick used for modern buildings is often brighter in shade than the traditional buildings and is not characteristic.

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Rendered facades are also common with the render widely adopting white or off-white shades. A number of medieval buildings have been refronted with rendered frontages, although elements of timber-framing do survive, however more common are the rendered Georgian and Regency buildings.

Hampshire has limited natural stone so only the higher status buildings employ this material including the Guildhall and bank buildings such as Barclays on the High Street. Other important buildings feature stone detailing for ground floor levels, doorcases or architraves including the former Post Office on Bridge Street.

Whilst knapped flint is not common, it is typically employed for religious buildings including St Mary's Church, the associated mortuary chapel in the cemetery, and the Methodist Church. The almshouses on Marlborough Street combine a knapped flint and red brick materiality.

For roofs, the oldest and most traditional buildings are clad in hand-made clay tiles, whilst other buildings feature Welsh slates.

*Materials palette*



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### 3.7.2 ARCHITECTURAL STYLE AND DETAILS

The Conservation Area is characterised by a range of architectural styles, demonstrating a vivid sense of the historic and piecemeal development of Andover. The range of architectural features present contributes to the character of the place by articulating facades and enlivening terraces, whilst the varying levels of detail indicate buildings' different construction dates, functions and status. Domestic Georgian terraces, such as those in East Street, are characterised by minimal detailing and instead by plain brickwork, simple doorcases sometimes with fanlights and timber sash windows. Other modest buildings feature simple detailing in brick for string courses and window ornament.

Grander Georgian and Regency buildings, formerly dwellings, such as those in Newbury Street and Church Close, are characterised by stuccoed channelling, bow windows, segmental arches, porches supported by Ionic columns or doorcases with reeded pilasters and pediments.

Whilst a number of terraces feature very little articulation, some Victorian terraces are enlivened with ornamental ridge tiles, terracotta detailing and date or name plaques. Other buildings are characterised by polychromatic brickwork picking out quoining, window and door surrounds and string coursing.

Religious buildings dating to the Victorian period are characterised by Gothic Revival features including pointed arches and windows, ornamental tracery and prominent towers surmounted by pinnacles. In close proximity to St Mary's Church, a Norman doorway with chevron ornament remains as a survivor of the former, ancient church on the site.

Stone or render is often used to pick out key architectural features in plain brick facades, most notably entablatures and dentilled cornices, string courses and quoins, and window and door architraves. High status buildings of civic or institutional function often employ a grandiose classical architectural language with features including giant pilasters, capitals, entablatures, triangular or segmental pediments, rusticated quoining and ground floor channelling.

Historic shopfronts are important contributors to the Conservation Area's character. Few of these survive in their entirety with those along the main thoroughfare of the High Street almost entirely replaced. However, good examples remain at the north end of the High Street and at the corner of London and Winchester Streets. Corner shopfronts are particularly characterful, most notably No.2 Bridge Street and No.92 High Street, due to their curved frontages visible from two converging streets. Fragments or features of historic shop fronts are more common, including glazing divided by mullions, recessed entrances, pilasters, consoles, fascias and, sometimes, Victorian glazing.

Examples of surviving historic shopfronts in part or in whole

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No.15 London Street



No.92 High Street



Historic glazing set within a modern shopfront at 74 High Street

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Doorways and doorcases are given a certain degree of attention in the Conservation Area with decorative fan lights, canopies and porches greatly adding to the character of the street scene. Doors often feature round-arched entrances or classical doorcases comprising pilasters, entablatures and pediments. Simpler doors to plain terraced houses feature a more modest canopy, lintel or weather hood. The majority of windows within the Conservation Area are timber-framed sashes some featuring decorative lintels supported on brackets or architraves. Some retain original ironwork to the cill. Most windows are square-headed sashes, although others are segmental. Residential terraces sometimes feature ground or first floor bay windows.

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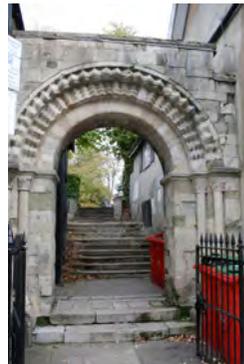
Historic or traditional signage and advertising comprising painted brickwork can be found at public houses or formerly industrial buildings such as the Town Mill.



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*Door surrounds with projecting canopies supported on console brackets at the north end of East Street*

Characterful architectural features palette



### 3.8 ACTIVITY AND MOVEMENT

The way in which we experience and appreciate the character of an area in part depends on the level and type of activity and movement which is taking place within it. This can change depending on the time of day or time of year.

The Conservation Area forms the heart of Andover as its busy town centre. Historically a market town and coaching-post, it continues to host twice weekly markets in the High Street as well as featuring a high concentration of retail units. The central High Street, therefore, is a hub of activity, as is Bridge Street, which meets the main street at its southern end; this activity and movement preserves the historic character of the conservation area and as such contributes to its special interest. Owing to the High Street's part pedestrianised nature, the street forms the retail centre and an important amenity space for local residents. Bridge Street on the other hand features both pedestrian and vehicular activity.

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London Street, which is today curtailed by Eastern Avenue, would also once have been a busy route serving the town but today the street is largely pedestrianised. Beyond these main streets there is less activity due to the more secondary nature of the streets, for example Waterloo Court and George Yard.

The northern part of the Conservation Area is largely characterised by residential use and open space and therefore has a quiet, peaceful atmosphere. St Mary's Churchyard, which contains the Garden of Remembrance and the adjacent cemetery, are particularly tranquil spaces in this part of the Conservation Area as relatively undeveloped areas with only a few isolated buildings and structures. These areas of lower activity form an important contrast and contribution to the Conservation Area, which elsewhere is characterised by a more busy, commercial atmosphere.



*The High Street is the heart of the Conservation Area, a busy retail street with twice weekly markets*



*St Mary's churchyard provides relief from the busy town centre*

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### 3.9 ARCHAEOLOGY

Although not always a visible part of the Conservation Area, archaeological remains can contribute considerably to our understanding of how the area has developed and, where visible, add to the character and appearance of the area.

The historic origins of Andover, the survival of the historic street plan of the town core and many of its buildings mean that there is both built and buried archaeological evidence within the Conservation Area. Unfortunately, large-scale redevelopment of parts of the town centre, including immediately adjacent to and within the Conservation Area, has compromised the archaeological potential of the town.

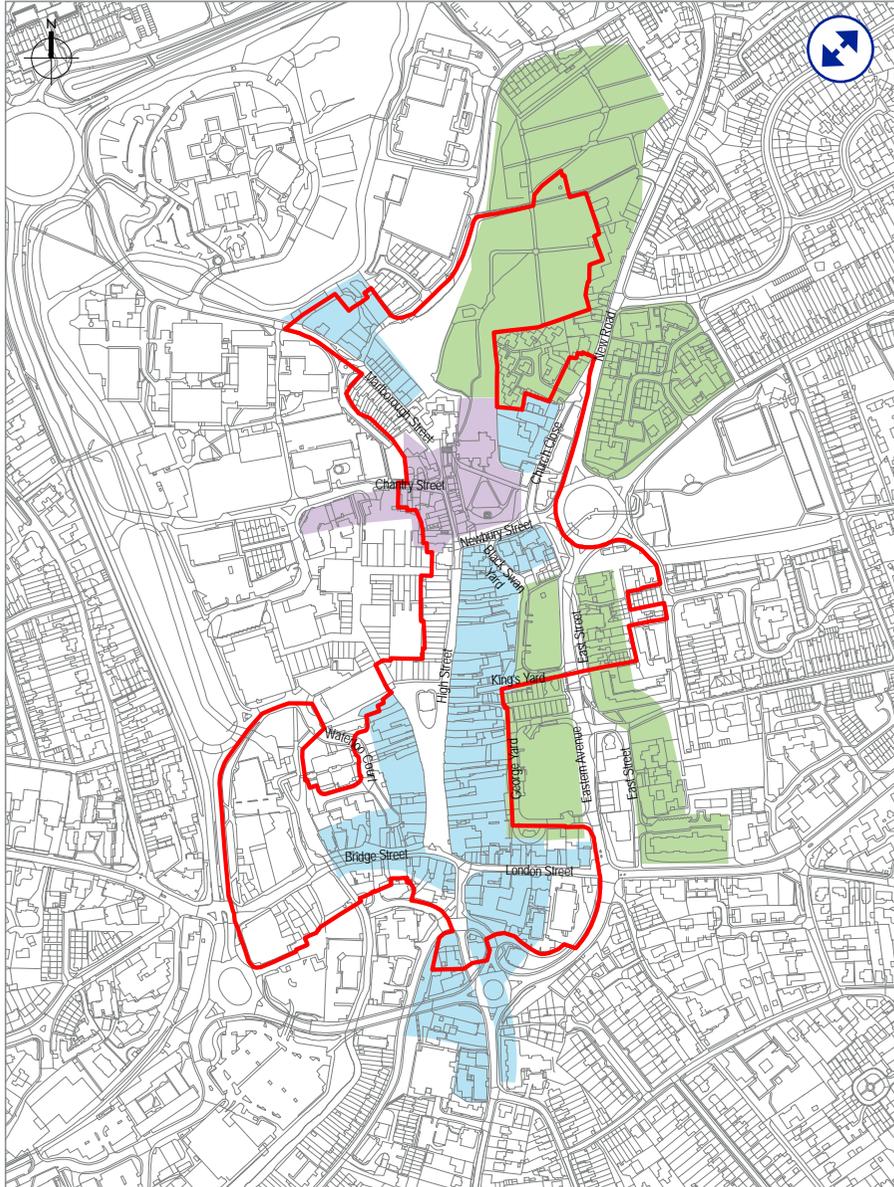
Despite this, important pre-historic, Roman and medieval archaeological finds have been uncovered within Andover and there remains potential for further discovery which may provide further knowledge relating to the town's evolution, therefore contributing to its special interest.

The Area of High Archaeological Potential is centred on the Church, the south side of Chantry Street, the north side of Newbury Street and the upper parts of the High Street and Marlborough Street as this is where the priory was located and is thought to be the location of the Anglo-Saxon settlement of Andover. The High Street, London Street, Bridge Street, part of Church Close and the remainder of Newbury Street and Marlborough Street are also considered to be Archaeologically Important Areas. These designations are shown on **Plan 8**.

Ground-intrusive investigation or development in areas of archaeological potential has the potential to disturb or destroy archaeological remains. As specified in local planning policy, development which would involve ground disturbance in areas of known archaeological potential should be sensitively designed and located. A desk based archaeological assessment, and in certain circumstances a field evaluation, will be required. Where appropriate, archaeological remains should be preserved in situ with development being

sensitively designed and located to allow their retention or minimise harm to them. Where this is not possible or feasible the Council will require a programme of archaeological investigation, excavation and recording prior to commencement.

Further information about known archaeological remains within the town can be found by consulting the Hampshire Historic Environment Record (HER).



- Conservation Area Boundary
- Areas of High Archaeological Importance
- Archaeologically Important Areas
- Areas of Limited Archaeological Importance

*This plan is not to scale*

Plan 8: Map showing the different levels of archaeological potential across the Andover Conservation Area. This map is a reproduction of Map I of the Andover Extensive Urban Survey.

# 4 ISSUES AND OPPORTUNITIES

This part of the document provides analysis of the current issues and opportunities facing Andover Conservation Area following detailed site surveys and public consultation.

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## 4.1 DETRACTING FEATURES AND BUILDINGS

The overall appearance and quality of buildings in the Conservation Area is high, however there are a number of detracting features and buildings which it would be beneficial to alter or replace to enhance the special interest of the Conservation Area. These range from whole buildings, such as a number of post-war infill buildings, to small scale features within individual buildings.

### 4.1.1 DETRACTING BUILDINGS

The majority of buildings in the Conservation Area are historic, some are listed and many more make a positive contribution to its historic character and appearance. However, there are several post-war buildings within the Conservation Area which detract from the historic character due to their scale, massing, materiality or detailing. These include Nos.22-30 Bridge Street, 11-17 High Street, the Chantry Centre (partly within the Conservation Area and partly within its setting) and 6-8 London Street. If the opportunity to alter or replace these buildings becomes available, there is the potential to enhance the Conservation Area by ensuring proposals are of high quality, sensitively-designed and respond better to the character and appearance of the Conservation Area.

There are also buildings within the close setting of the Conservation Area which are detracting. There are opportunities to enhance the immediate setting of the Conservation Area through the sensitive alteration or replacement of such buildings. Any development within the setting of a conservation area should take into consideration its special interest and be of high-quality and sensitive design.

Another specific issue is the highly dilapidated and vacant nature of the Anton Laundry in Marlborough Street. This Grade II listed building has suffered years of neglect and has been subject to arson which has caused further damage. The building continues to deteriorate and without reuse will eventually be lost. The future of the building should be urgently considered, ideally finding a new viable use to ensure it is repaired and securing its future survival.

In addition, there are a number of vacant shop units, this detracts visually and reduces the vibrancy and activity within the Conservation Area. In addition, these unoccupied units are more likely to suffer from lack of maintenance causing damage to their historic fabric.



*Nos.22-30 Bridge Street detracts from the special interest of the Conservation Area owing to its oversized scale, unsympathetic materials and detailing*



*The Anton Laundry is a Grade II listed building which is suffering extreme decay*

#### 4.1.2 WINDOWS, DOORS AND RAINWATER GOODS

Across the Conservation Area, there has unfortunately been some unsympathetic replacement of traditional timber windows in historic buildings with uPVC units. uPVC doors and plastic gutters and drainpipes also appear within some historic buildings in the Conservation Area. This not only has a detrimental impact on the appearance of the Conservation Area as plastic features are modern, alien additions to the historic environment but also often constitutes loss of original or historic fabric. Furthermore, the use of plastic windows and doors reduces the breathability of traditionally constructed buildings, by preventing evaporation of moisture from the building.

There are opportunities to return windows back to their traditional material and appearance where they have been altered and there is potential for an Article 4 Direction to be implemented to better control these types of change in the future.



*Examples of traditional windows, doors and rainwater goods being replaced with plastic versions in Marlborough Street*



*Timber windows replaced with uPVC units in London Street*

#### 4.1.3 UNSYMPATHETIC FEATURES

Unsympathetic modern features have been added to buildings across the Conservation Area and detract from its historic character and appearance.

Pigeon deterrents including spikes over doors and windows and areas of netting are present on several buildings, particularly in Bridge Street, the High Street and Waterloo Court. These have a detrimental visual impact and there are opportunities to investigate alternative forms of deterrent.

Satellite dishes and television aerials are modern, alien features within a historic streetscape and therefore cause a significant visual intrusion. There are opportunities to remove redundant dishes and consider relocating others to more discreet locations. It is recommended that installation of any new devices is to the rear of buildings rather than front and side elevations, and therefore not visible from the public realm. Planning permission is required for the installation of telecoms equipment on walls and roofs visible from the public domain.

Overhead wires are highly visible in some streets, particularly Marlborough Street, these are modern features and distract from views along historic streets. If opportunities arise to relocate cables below ground this would be beneficial to the appearance of the Conservation Area and historic street scene.

There has been degradation of historic rear boundary treatments of properties on Marlborough Street which are highly visible due to the public road to the rear. The loss of solid boundaries and adequate screening detracts from the special interest of the Conservation Area. There are opportunities to reinstate appropriate solid, walled boundary treatments to these properties.

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Pigeon netting in Waterloo Court



Visually prominent satellite dishes in London Street



Pigeon netting in the High Street



Overhead wires in Marlborough Street



Degradation of historic boundary treatments to the rear of Marlborough Street

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## 4.2 PUBLIC REALM

The public realm within the Conservation Area is generally of good quality and in fair condition. Improvements are ongoing, including the recent works to improve the public realm alongside the River Anton. There are a number of aspirational opportunities which could be taken to further improve the public parts of the Conservation Area and enhance the contribution they make to its special interest. These include:

- Improving the public realm, in particular surface treatments, in London Street to be more visually appealing and accessible.
- Rationalising street furniture (public seating, lighting, planters, highways signage etc.) and replace unsympathetic items with more appropriate versions.

- Consider a cohesive and unified public realm strategy including street furniture and surface treatments, ensuring proposals are sympathetic to the character of the area and are durable.
- Repairing the damaged planters in the High Street and considering the replacement of planters throughout the Conservation Area to more sympathetic versions.
- Considering ways to make the alley entrances to the High Street from the car parks more inviting, some are successful, but King's Yard specifically could be improved. This could be through public realm improvements and screening or enhancement of rear elevations to the buildings which line it.

- Consider whether to rationalise the varied surface treatments in the High Street and alleys in the long-term.
- Provision of, or increasing, appropriate screening to commercial bins where these are visible in the public realm, specifically adjacent to the listed Norman doorway in the upper High Street and in King's Yard, Black Swan Yard and George Yard.
- Increasing soft screening around surface car parking as this is successful where already in place.
- Provision of, or increasing, soft screening (trees and shrubs) between New Street and Church Close.
- Increase provision of public seating in St Mary's churchyard and cemetery to encourage greater use of this valuable open space.



Opportunity to improve the quality and character of King's Yard through public realm improvements and screening for commercial bins



Opportunity to increase the screening between New Road (not in the Conservation Area) and Church Close



Opportunity to improve the surface treatment of London Street

### 4.3 SHOPFRONTS AND ADVERTISING

Retail trade has long been an important part of Andover's economy and remains so today. Although many historic shopfront features and some full shopfronts survive, many have undergone alteration or replacement with modern styles and materials. This has taken place in all the principal retail streets in the Conservation Area, namely, the High Street, Bridge Street, London Street and Winchester Street. Further loss of historic shop front features should be avoided and opportunities to reinstate lost features, or whole shopfronts would be of considerable benefit to the

special interest of the Conservation Area. Reinstatement of more sympathetic shopfront can encourage increased retail activity and may assist with reducing shop vacancy.

Oversized, poorly positioned, plastic fascia signs are an issue in the Conservation Area and there are some examples of signage being internally-lit which is not appropriate within a historic area. A further issue relates to plastic film adverts to upper-level windows. This form of advertising is not consistent with the historic character of the Conservation Area and detracts from its special interest.

The colour, design and corporate branding of some signage and advertising does not respect the character of either the building in which they are located or the character of the historic townscape as a whole.

Whenever opportunities arise, shopfronts and their signage should be returned to a more traditional appearance or utilise design features or patterns that are in keeping with historic shopfront design and materiality. See **Section 5** for a diagram of an appropriate traditional-style shopfront.



Examples of shopfronts in the High Street which have been replaced with unsympathetic modern versions and inappropriate signage



Plastic film advertising applied to upper-level windows

#### 4.4 INTERPRETATION AND RAISING AWARENESS

There are a number of information boards, plaques and pieces of public art within the Conservation Area as well as a heritage walk around the town, which all give information about its history and buildings. There are opportunities, however, to improve the dissemination and awareness of the town's history and special interest. Greater awareness of the River Anton and the role it has played in the town's evolution and importance for wildlife and biodiversity is one theme which could be further explored. In addition, there are opportunities to provide information and interpretation beyond the High Street and Bridge Street. Innovative techniques for disseminating information could be explored such as the use of digital media, as well as traditional forms of interpretation.

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*There are opportunities to increase interpretation around the River Anton*

### 4.5 MAINTENANCE AND REPAIR OF BUILDINGS

The condition of buildings within the Conservation Area is generally good, however there are a number of buildings which are suffering from lack of maintenance or are in need of repair. Issues include foliage growth, broken rainwater goods, peeling paintwork, guano and other bird detritus and masonry which requires cleaning. It is critical that the causes of these issues are resolved to prevent reoccurrence and further damage.

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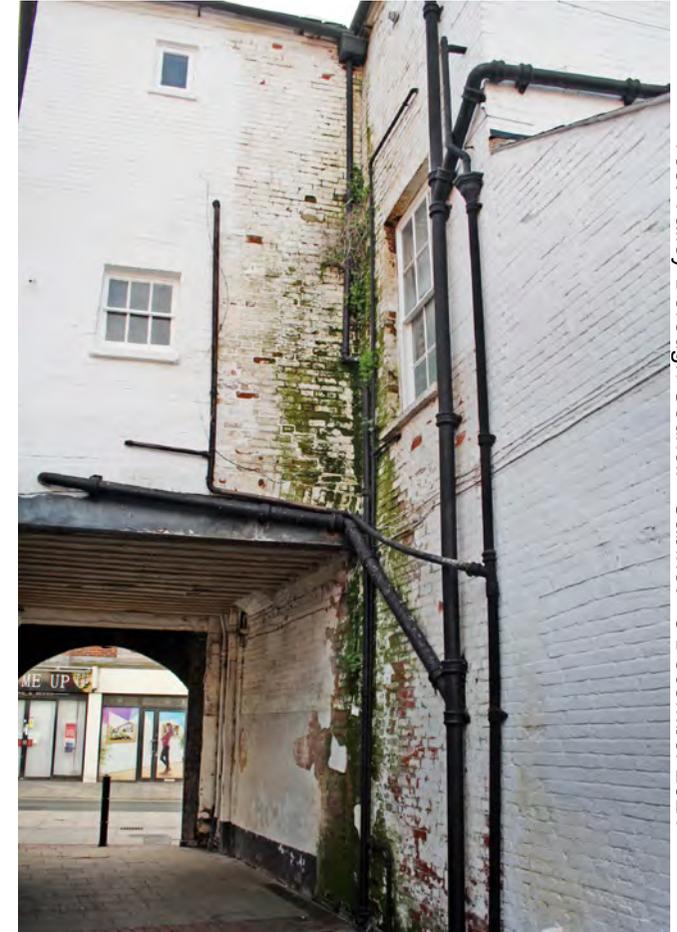
As well as having an impact on physical building fabric, these maintenance and repair issues harm the appearance of both individual buildings and the wider Conservation Area. There are opportunities to improve the special interest of the Conservation Area by undertaking the necessary repairs to buildings and raising awareness of the importance of building maintenance to prevent degradation amongst local owners and occupiers.



*Bird roosting causing considerable build-up of guano*



*Foliage and algae growth to elevation of the former cinema in London Street*



*Broken rainwater goods causing damage in Waterloo Court*

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#### 4.6 SUSTAINABLE DEVELOPMENT AND CLIMATE CHANGE

Maintenance and continued use of historic buildings is inherently sustainable. However, there is likely to be pressure over the coming decades to improve the energy efficiency of Andover's historic building stock in order to reduce carbon emissions, particularly from heating which uses fossil fuel sources. This may include the addition of solar panels to roof pitches not visible from the public realm, for which planning permission would need to be sought. Alterations to buildings themselves may include installation of secondary glazing and internal insulation of walls, floors and roofs. Within the public realm, it may be necessary to accommodate charging points for electric vehicles.

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Physical changes to buildings in this context need to be carefully considered so as to mitigate against harm to the significance of both individual buildings and the conservation area. This might include improvements to thermal efficiency and changing sources of heating. Historic England has prepared extensive advice regarding energy efficiency and historic buildings, see [Further Information](#) for details.



*View looking west from London Street onto Bridge Street*

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# 5 MANAGING CHANGE

This section sets out how change within Andover Conservation Area should be managed to ensure its special interest is preserved or enhanced.

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## 5.1 INTRODUCTION

The Management Plan part of this document sets out the vision for the future of Andover Conservation Area and a framework to guide change. The overarching ambition for the Conservation Area is to preserve and enhance what is special about the Conservation Area and it is the statutory duty of the Council to ensure this happens.

Preserving and enhancing the special interest of the Conservation Area is achieved by ensuring that change and development take place in a considered and sympathetic way and raising awareness and promoting shared responsibility for looking after the Conservation Area.

The long-term objectives are to phase out ill-considered change and additions and ensure new development is of high quality and responds to the special character of the Conservation Area. This applies from very small changes such as reinstating lost historic features to proposals for new buildings both within the Conservation Area and within its setting. In addition, regular maintenance of buildings is a vital part of ensuring the special interest is preserved as well as the physical

fabric of individual buildings. Repairs can often be necessary, ensuring that these are done in the most sensitive and least impactful ways possible is an important part of looking after historic buildings and the Conservation Area as a whole.

The following sections set out how and why change within the Conservation Area is controlled, good practice advice on maintenance and repair and specific guidance on alterations, extension and new development. Specific recommendations are within [Section 5.6](#).

## 5.2 PLANNING LEGISLATION, POLICY AND GUIDANCE

Planning Legislation, Policy and Guidance is utilised when considering development or other changes within the Andover Conservation Area. This is to ensure that proposals seek to preserve or enhance the areas special interest including the contribution made by its setting.

The primary legislation governing conservation areas is Planning (Listed Buildings and Conservation Areas) Act 1990. This is the key tool for Councils in fulfilling

their duty to manage their conservation areas and ensuring that proposals for change preserve and enhance their special interest.

Below this national-level legislation lies national and local planning policy which support this legislation in the protection and enhancement of conservation areas. See the Council's website for details of current national and local Test Valley Borough Council planning policy, links can be found in [Further Information](#).

In addition to legislative and policy requirements there is a wealth of best practice guidance and advice available from Historic England and the British Standards Institute, see [Further Information](#) for details.

When changes are being considered to buildings in Andover Conservation Area, or perhaps where new development is proposed, it is often helpful to use the Council's Pre-Application Advice service to gain early guidance on proposals and highlight any constraints or opportunities; details can be found on the Council's website.

### 5.3 CONTROL MEASURES BROUGHT ABOUT BY CONSERVATION AREA DESIGNATION

#### 5.3.1 RESTRICTIONS ON PERMITTED DEVELOPMENT

In order to protect and enhance Andover Conservation Area, any changes that take place must conserve, respect or contribute to the character and appearance which makes the Conservation Area of special interest.

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Permitted Development Rights, as defined by *The Town and Country Planning (General Permitted Development) (England) Order 2015*, are works which can be undertaken without the need to gain planning permission. Permitted Development Rights are different in a conservation area, meaning that planning permission is needed for works which materially affect the external appearance of a building.

This includes, but is not restricted to:

- The total or substantial demolition of buildings or structures (including walls of over 1m in height, gate piers and chimneys);
- Other partial demolition including new openings in external elevations;
- Works to trees with a diameter of 75mm or greater, measured at 1.5m from soil level;
- Changes to the external finish of a building (including rendering, pebble dash or other cladding);
- Changes to the roof shape including installation of new dormer windows and chimneys;
- Any extension other than a single storey rear extension of 4 metres or less (3 metres or less if the house is detached or semidetached);
- Extensions to the side of buildings;
- Any two-storey extensions;
- Erection of an outbuilding to the side of a property;
- Aerials and satellite dishes on chimneys or elevations visible from the street;
- Putting up advertisements and other commercial signage (Advertising Consent may also be required);
- Changing the use of a building (e.g. from residential to commercial); and
- Installing solar panels that are wall-mounted on a wall or roof facing the highway.

For further information and advice about when planning permission is required within a conservation area, see the guidance on the Government's Planning Portal or contact the Planning and Building Department.

It is acknowledged that some changes may have legitimately taken place to buildings prior to their inclusion in the Conservation Area. Consent will not be retrospectively required for these works and reversal will not be required.

Proposals which affect listed buildings, including changes to their setting, may also require Listed Building Consent.

### 5.3.2 ARTICLE 4 DIRECTIONS

The Council can develop bespoke controls to ensure that specific elements of a conservation area are protected from harmful change. This is done through the application of an Article 4 Direction. These provide additional control by specifically revoking certain permitted development rights meaning that Planning Permission needs to be sought before work can be undertaken.

Page 172 There are currently no Article 4 Directions in place within Andover Conservation Area. Given the importance of the Conservation Area, the following Article 4 Directions are recommended in order to better control its historic appearance and character:

**Revoke the permitted development of the alteration or replacement of existing timber windows and doors (including frames, sashes and other joinery) in elevations and roofs visible from the public realm, principally front and side elevations.**

*Reason: To control changes to fenestration and other openings and to restrict the replacement of historic and traditional timber windows and doors with uPVC units which erodes the special character and appearance of the Conservation Area.*

**Revoke the permitted development of the erection, construction, demolition or alteration of gates, fences and walls or other means of enclosure where visible from the public realm.**

*Reason: To control changes to boundary treatments, particularly front boundary treatments to ensure that inappropriate boundary treatments are not installed.*

Where the recommended Article 4 Directions affect buildings and properties, these are proposed to cover buildings, structures and properties which are not protected by another statutory designation, specifically listing, as these already benefit from additional planning controls.

Should the Council choose to do so, the process of implementing these proposed Article 4 Directions will be undertaken at a future date, separate from the adoption of this CAAMP.

## 5.4 ADVICE ON CONSERVATION AND REPAIR OF BUILDINGS

All buildings require maintenance and repair regardless of their age, designation (or lack therefore) or significance. In conservation areas, it is important that such works are carried out sensitively to protect the historic fabric of buildings and respect and preserve the established character of the wider area.

In addition to the advice in the following sections, Historic England, and other heritage bodies such as the Society for the Protection of Ancient Building (SPAB), provide a wide range of advice and guidance on how to care for and protect historic places, including advice on the maintenance and repair. See [Further Information](#) for details.

### 5.4.1 MAINTENANCE

Maintenance is defined as routine work necessary to keep the fabric of a place in good order. It differs from repair in that it is a pre-planned, regular activity intended to reduce the instances where remedial

or unforeseen work is needed. Regular maintenance ensures that small problems do not escalate into larger issues, lessening the need for repairs and is therefore cost effective in the long-term. Consent from the Council may be needed for some maintenance works and this should be checked with the council prior to works.

Regular inspection of building fabric and services will help identify specific maintained tasks relevant to each building. These could include but are not limited to:

- Regularly clearing gutters and drain grilles of debris, particularly leaves;
- Clearing any blockages in downpipes;
- Sweeping of chimneys;
- Removal of vegetation growth on or abutting a building; and
- Repainting or treating timber windows and other external timberwork.

### 5.4.2 REPAIR

Repair is defined as work that is beyond the scope of maintenance, to remedy defects caused by decay, damage or use, including minor adaptation to achieve a sustainable outcome, but not involving alteration or restoration.

Identification of repairs may arise during regular inspection of buildings or following extreme weather events and could include repairing damage to roof coverings, repointing of brickwork or repairs to windows. It is important to understand the cause of the damage or defect both to ensure that the repair is successful and to limit the work that is required. It is also important to understand the significance of the built fabric affected in order to minimise harm when enacting a repair. As with maintenance consent may be required for some types of repair work, it is advisable to discuss with the Council before any work is undertaken.

The following should be considered when planning repair works:

- Repairs should always be considered on a case-by-case basis. A method of repair which is suitable for one building may not be suitable for another.
- Use materials and construction techniques to match the existing to maintain the appearance and character of the building. The exception to this is when existing materials or techniques are detrimental to the built fabric, e.g. cement pointing on a historic brick building.
- Repair is usually preferable over the wholesale replacement of a historic feature.
- If replacement of a historic feature is required, as it has degraded beyond repair, the replacement should be carried out on a like-for-like basis using the same materials and construction techniques. The replaced element should be the same as the original in terms of material, dimensions, method of construction and finish (condition notwithstanding) in order to be classed as like-for-like.

- Like-for-like replacement should not be applied in cases where a historic feature has previously been repaired using inappropriate materials or techniques. Where seeking to improve failing modern features or past unsuitable repairs, a traditionally-designed alternative using appropriate materials is preferable such as breathable, lime-based renders and paints. In such cases planning permission and, if a listed building, Listed Building Consent, may be required.
- Only undertaking the minimum intervention required for any given repair.
- Repairs, should, where possible, be reversible as better alternatives may become available in the future.
- Repointing historic buildings should always be carried out using a lime-based mortar. Within historic and traditionally constructed buildings, cement-based pointing is damaging to brickwork and stonework as it is an impermeable material. Periodic renewal of pointing will extend the lifetime of building fabric.

## 5.5 ADVICE ON DESIGN AND NEW DEVELOPMENT

### 5.5.1 ALTERATION, EXTENSION AND DEMOLITION

The appropriateness of demolition, alteration or extension will be considered on a case-by-case basis, as what is appropriate in one location will not necessarily be acceptable in another. In all cases it is vital to consider the impact of the proposed change on the special interest of the Conservation Area ensuring that this is preserved or enhanced.

Demolition of buildings that detract from the Conservation Area may be beneficial. However, gap sites can also detract from the character of the Conservation Area and therefore demolition of whole buildings may only be permitted where rebuilding is proposed, the site was historically open, and this remains appropriate, or an alternative suitable future use for the site is planned.

Alterations should preserve or enhance the character of the Conservation Area. This means that changes should be respectful of the prevailing architectural and visual character of the Conservation Area and the specific character area in which it is located. Alterations may comprise of the removal of

detracting features, such as uPVC windows, and, where appropriate their replacement with more historically appropriate versions. Alterations must therefore use appropriate materials for their context, often those that are typically found within the Conservation Area. This may include timber for windows and doors and brickwork for structural elements. New materials may be appropriate as long as they are complementary to the appearance of the area.

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Extensions should be subordinate to the existing buildings in their scale, massing and design. Extension to the side and front of buildings is unlikely to be appropriate as this would change the visual appearance of the streetscape, whereas extension to the rear is likely to be more acceptable. All extensions should be of high quality design and construction. Whilst the design may use materials and finishes which are characteristic to the Conservation Area, including local brick, there may be scope for use of a wider, less traditional material palette where these are part of a high quality sensitively-designed extension that complements or enhances the appearance of the original building.

### 5.5.2 NEW DEVELOPMENT WITHIN THE CONSERVATION AREA

There are several opportunities for new development within the Conservation Area. Although there are very few empty sites, there are a small number of detracting buildings, the sensitive replacement or redevelopment of which would enhance the Conservation Area. There may also be opportunities to redevelop buildings which make a neutral contribution to the Conservation Area. Any new and replacement development needs to take account of, and be sensitive to, the following:

- The significance of any building proposed to be removed;
- The significance of any relationship between any building to be removed and any adjacent structures and spaces;
- The potential to draw inspiration from the historic use and character of a site;
- The significance or contribution of any gap site (i.e. is it a historic gap within the street frontage or does it detract);

- The potential impact of the new design on known or potential archaeological remains;
- The potential impact of the new design on the setting of any neighbouring listed buildings;
- The materials and architectural detailing characteristic of the area should be a key point of reference to inform the choice of materials and detailing of the new design;
- The scale and grain of the surrounding area, including historic plot boundaries;
- Its height in relation to its neighbours and surrounding context; and
- The potential impact on important views and prominence of landmark buildings.

This list is not exhaustive; each location will present its own unique requirements for a sensitive and appropriate new design. In all cases, new development must be of the highest quality of design, construction and detailing. The principal aim of new development should be to preserve and enhance the character of their immediate setting and the Conservation Area as a whole.

### 5.5.3 NEW DEVELOPMENT IN THE SETTING OF THE CONSERVATION AREA

As well as opportunities for change and new development within the Conservation Area, there are also opportunities for new development within its setting. It is important that such considers the character and appearance of the Conservation Area. It should be sensitive to its location within the setting of the designated heritage asset and enhance rather than harm its special interest.

Any new development within the setting of the Conservation Area should be of the highest quality design and execution, regardless of scale, in order to preserve and enhance the character of the Conservation Area and help phase out ill-considered and unsympathetic interventions from the past.

### 5.5.4 SHOPFRONTS AND SIGNAGE

Retail is an important part of the Conservation Area's character, particularly in the High Street, London Street, Winchester Street and Bridge Street. The design and appearance of shop fronts is therefore crucial to the Conservation Area's special interest.

Changes to shop fronts will require planning permission, and, if part of a listed building, Listed Building Consent. Changes to signage and advertising will require Advertisement Consent.

A shopfront is part of a building as a whole, rather than being a separate entity. The design of shopfronts therefore needs to reflect the style, proportions, vertical or horizontal emphasis and detailing of the rest of the building, particularly the principal elevation. A shopfront needs to sit within the original building framework set by structural and decorative features within the elevation; columns for example should be carried down to ground floor. This is the case for both building which historically contained retail at ground floor and where one has been inserted in a building designed for residential use.

Where historic shopfronts survive or existing shopfronts contribute to the character and appearance of the Conservation Area, these should be retained and enhanced where possible. Any historic shopfront features which survive should be retained, repaired

as necessary, and incorporated into new schemes, rather than being replaced. It would be desirable to reinstate historic features, such as corbels and pilasters where these have been lost and the placement of them, or vestiges of their original design, remain.

Where it is appropriate to replace all or parts of a shopfront, traditional styles (or designs that retain the same proportions and materiality) are likely to be most appropriate in historic buildings, but non-traditional, sympathetically designed shopfronts would be appropriate in modern and new buildings. The replacement of inappropriate modern alterations to shopfronts with suitably- designed traditional alternatives is encouraged.

Traditional and characteristic materials, specifically painted timber and glazing, best enhance the historic character of the buildings. It is expected that proposals to alter signage and shop frontages will use these materials. The use of plastic is not considered to be appropriate in historic contexts.

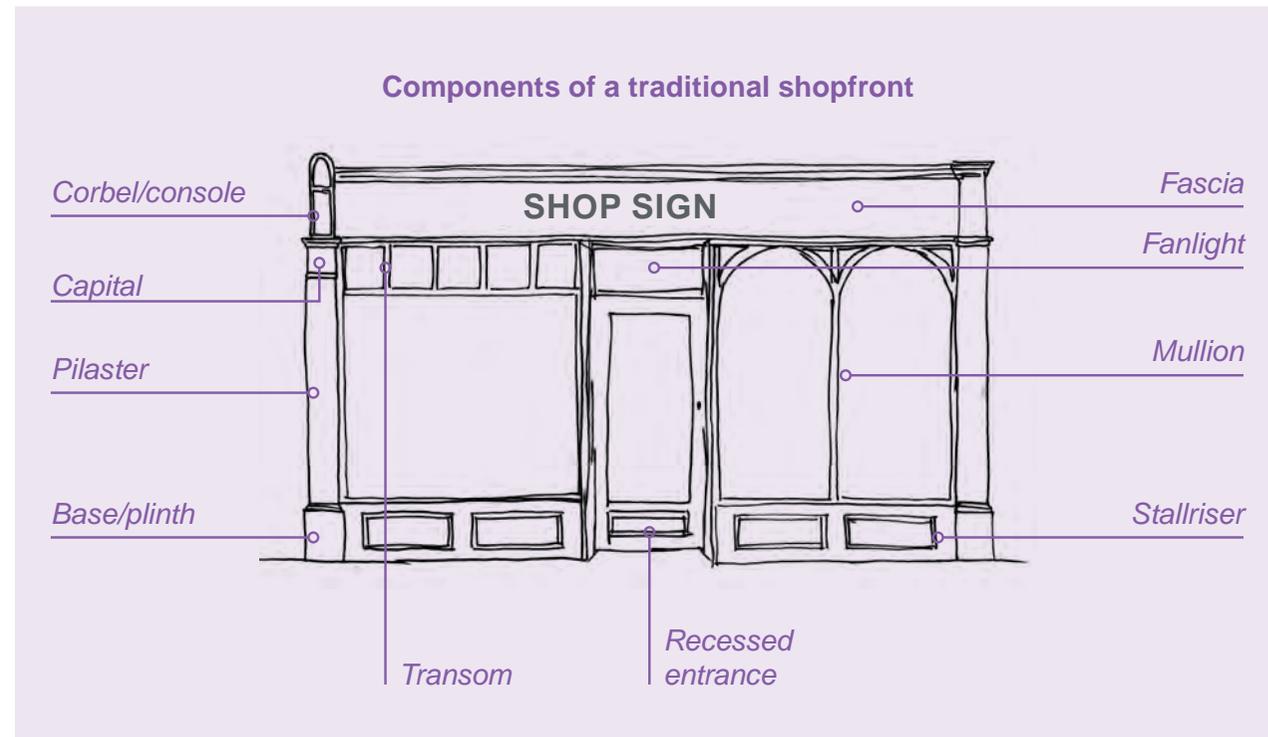
Pilasters, corbels, cornices, fascias and stall risers are all important elements in traditional shopfronts. Fascias should be in proportion to the rest of the shopfront and not overly large. These should not extend above cornice level or, where there is no cornice, should sit well below the sill of the window above.

Full height glazing is a modern feature and does not reflect the character of historic buildings. Smaller windows with stall risers (a plinth under the window), transoms and mullions are typical traditional features and more appropriate in historic contexts.

The design and detailing of advertising and signage content, both on fascias, hanging signs and any free-standing signage, are also important in the Conservation Area. The signage should complement the design of the shopfront and building, conveying a sense of permanence and quality. Colour palettes, lettering style and illumination need to be considered in the design of a complementary shopfront depending on the buildings within its context. With regards to illumination, internally-lit signage is inappropriate within the Conservation Area, with subtle external lighting being more appropriate. Careful consideration needs to be given to the

appropriateness of free-standing signage such as A-boards as, although these can add to the vibrancy of the street scene, these can cause visual clutter and physical impediment to pedestrian movement. Advertising to upper-level windows should also be avoided as this detracts from the historic appearance of the street scene.

Metal roller shutters have a detrimental effect on the appearance of the Conservation Area. These can obscure or damage historic features and hide window displays from view. Harsh internal illumination should be avoided with more subtle external lighting recommended.



Examples of historic shopfronts within the Conservation Area

These images show good examples of surviving historic shopfronts. Despite some alterations they feature stallrisers, recessed entrances, glazing divided by mullions, signage contained within fascia boards and consoles.

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### 5.5.5 PUBLIC REALM AND STREETSCAPE

The public realm, namely publicly accessible streets and open spaces, is the area from which the majority of people will experience the Conservation Area, preserving and enhancing its character and appearance is therefore of considerable importance for maintaining the special interest of the area. The public realm consists not only of the surfaces but the street furniture, street signs and interpretation.

A sensitive and holistic approach needs to be taken to changes and improvements to the public realm within an overarching strategy. Any additions or amendments to the public realm will also need to take account of highways and other relevant regulations.

There are areas where surface finishes are in a poor condition and others which could benefit from replacement with more sympathetic and durable surface treatments. Public realm features (bins, bollards, seating etc.) can often become dated in appearance quickly. Care should be taken to ensure future public realm works are considered for the longer term and materials both for the street

furniture and surface treatments are durable and high quality. Where historic items of street furniture and surface finishes do survive, these should be retained and repaired in situ.

In addition to street furniture, free-standing shop-signage, interpretation boards, broadband cabinets and items such as inappropriately located café seating, can all collectively cause excessive clutter within the public realm and detract physically and visually from the pedestrian experience of the Conservation Area. Applications associated with features within the public realm will be carefully considered to ensure that the public streets remain pleasant and attractive places to be whilst ensuring that commercial activities can continue successfully.

### 5.5.6 WINDOWS, DOORS AND RAINWATER GOODS

Whilst the majority of buildings in the Conservation Area contain traditional timber sash or casement windows, there have been instances of replacement with uPVC units. uPVC doors and plastic gutters and drainpipes also appear within some historic buildings in the Conservation Area. Plastic features within historic buildings are not in-keeping with their

historic appearance and detract from the special interest of the Conservation Area.

Therefore, replacement of historic or traditional windows, doors and rainwater goods is strongly discouraged unless they are damaged beyond repair. Where such replacement is necessary this should be in traditional and appropriate materials and styles. Where inappropriate replacement has already been undertaken, returning these features back to their traditional appearance is encouraged.

Rainwater goods would have historically been painted cast iron or lead; however other metals may be appropriate subject to their detailed design.

White-painted timber is likely to be the most appropriate materiality for windows with the proportions and type of window being dependant on the age and style of individual buildings.

For doors, painted timber is also likely to be the most appropriate material, with dark, heritage colours being the most appropriate. Multi-panelled doors and glazed fanlights may also be appropriate within some buildings.

### 5.5.7 BOUNDARY TREATMENTS

Most buildings in the Conservation Area are positioned hard against the pavement edge resulting in few front boundary treatments. However, to the rear of buildings, plots would traditionally have been demarcated with brick walls. There has been gradual loss of these traditional boundary treatments and replacement with a variety of timber fenced boundaries. Where historic boundary treatments have been lost, their reintroduction will be encouraged where the proposed materials and design are appropriate to the character of the Conservation Area. In addition to replacing lost boundaries, the replacement of inappropriate boundary treatments with appropriate materials is also encouraged. Further detrimental alteration and loss of historic and traditional boundary treatments will be discouraged.

### 5.5.8 TELECOMS EQUIPMENT

The installation of telecommunications antenna, i.e. television aerials and satellite dishes on a wall, chimney or roof slope that faces onto, and is visible from, the public realm (principally front and side elevations) of the Conservation Area requires planning permission and is discouraged. The visibility of such features harms the appearance

of the Conservation Area and therefore care should be taken to locate these items discreetly, ideally to the rear of buildings. The removal of existing visible aerials and dishes is encouraged, as this will enhance the appearance of the Conservation Area.

### 5.6 SPECIFIC RECOMMENDATIONS

The following recommendations have been developed in response to the issues and opportunities identified and the guidance on managing change provided over the previous pages. These recommendations are designed to ensure the preservation and enhancement of the special interest of Andover Conservation Area.

- 1 The historic environment of Andover, in particular that which contributes to the character and appearance of the Conservation Area, is maintained.
- 2 Proposals for extension, alteration and new development will only be approved where they would preserve or enhance the special interest of the Conservation Area, or where the public benefits (such as increasing public access or introducing inclusive access) would outweigh any harm.
- 3 The design, construction and materials of any new development, extension, alteration or repair should be of the highest quality and should respect the building and its local context.
- 4 Due consideration and protection should be given to archaeological remains and potential wherever ground intrusive works are proposed.
- 5 Development within the setting of the Conservation Area should be sympathetic to its special interest in terms of its scale, massing, proportions, materials and detailing; development which harms special interest will be resisted.
- 6 Heritage Impact Assessments of proposed alterations, extensions, demolition and new development should be undertaken by applicants to ensure impacts are mitigated and the special interest of the Conservation Area is preserved.
- 7 Appropriate enforcement action is undertaken for inappropriate works that do not have consent.

- 8 That awareness is raised regarding the benefits of regular maintenance and sensitive repair, and advice regarding good practice be given when necessary.
- 9 Removal of inappropriate and unsympathetic additions to buildings and the street scene is encouraged.
- 10 Reinstatement of lost historic features, such as timber sash windows or corbels on traditional shop fronts, is encouraged.
- 11 The replacement of uPVC windows and doors with traditional timber units is encouraged.
- 12 The replacement of inappropriate modern alterations to shopfronts with suitably-designed traditional or sympathetically designed alternatives is encouraged.
- 13 Historic shopfront signage should be retained, and new signage should be appropriately designed for its historic context.
- 14 Historic uses of buildings should be maintained where possible.
- 15 Opportunities to return vacant retail units back into use will be encouraged.
- 16 Consideration should be given to enacting the aspirational public realm enhancements identified where possible.
- 17 A strategy for the Andover Laundry site should be developed.
- 18 The condition of the Conservation Area should be monitored and reviewed periodically.

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## FURTHER INFORMATION

### BIBLIOGRAPHY

Open Domesday for information about Andover in the Domesday book, available from: <https://opendomesday.org/place/su1583/swindon/>

National Library of Scotland for Historic Ordnance Survey mapping, available from: <https://maps.nls.uk>

Hampshire County Council, *Andover Extensive Urban Survey* (2004)

'Parishes: Andover with Foxcott', in *A History of the County of Hampshire: Volume 4*, ed. William Page (London, 1911), pp. 345-358. British History Online <http://www.british-history.ac.uk/vch/hants/vol4/pp345-358> [accessed 11 January 2021].

### FURTHER SOURCES OF INFORMATION

For further study, the following archives hold material that may be of relevance to the history and significance of Andover:

- Hampshire Record Office
- The National Archives
- Historic England Archives

Other sources include:

The Hampshire Historic Environment Record, which includes information on the archaeological finds within the Conservation Area: <https://www.hants.gov.uk/landplanningandenvironment/environment/historicenvironment/historicenvironmentrecord>

For further information about the selection of listed buildings, refer to DDCMS, Principles of Selection for Listed Buildings (November 2018): [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/757054/revised\\_principles\\_of\\_selection\\_2018.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/757054/revised_principles_of_selection_2018.pdf)

## FURTHER INFORMATION

### LEGISLATION AND POLICY

#### NATIONAL PLANNING LEGISLATION AND POLICY

Planning (Listed Buildings and Conservation Areas) Act 1990: <http://www.legislation.gov.uk/ukpga/1990/9/contents>

National Planning Policy Framework (2019): [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/740441/National\\_Planning\\_Policy\\_Framework\\_web\\_accessible\\_version.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/740441/National_Planning_Policy_Framework_web_accessible_version.pdf)

Planning Practice Guidance: <https://www.gov.uk/government/collections/planning-practice-guidance>

Planning Portal: <https://www.planningportal.co.uk>

#### LOCAL PLANNING POLICY AND GUIDANCE

Test Valley Borough Revised Local Plan DPD (2016): <https://www.testvalley.gov.uk/planning-and-building/planningpolicy/local-development-framework/dpd>

Test Valley Supplementary Planning Documents: <https://www.testvalley.gov.uk/planning-and-building/planningpolicy/supplementary-planning-documents>

Shopfront Design Guide SPD: <https://www.testvalley.gov.uk/planning-and-building/planningpolicy/supplementary-planning-documents/shopfrontdesignguide>

Test Valley Borough Council Pre Application Advice service: <https://www.testvalley.gov.uk/planning-and-building/formsfees/pre-application-advice>

### HISTORIC ENGLAND GUIDANCE

Historic England's website contains a range of advice and guidance on conservation best practice, such as *Conservation Principles: Policies and Guidance* and guides on understanding heritage value, setting and views, to specific guides on types of repairs, energy efficiency and historic buildings or types of buildings. This information can largely be found in the advice area of their website: <https://historicengland.org.uk/advice/>

Links to the most relevant guidance and that used in the preparation of the CAAMP are below.

Conservation Area Designation, Appraisal and Management Historic England Advice Note 1 (Second Edition): <https://historicengland.org.uk/images-books/publications/conservationarea-appraisal-designation-management-advice-note-1/heag-268-conservation-area-appraisal-designation-management/>

## FURTHER INFORMATION

Conservation Principles, Policies and Guidance (April 2008):  
<https://content.historicengland.org.uk/images-books/publications/conservation-principlessustainable-management-historicenvironment/conservationprinciplespoliciesguidanceapr08web.pdf/>

The Setting of Heritage Assets Good Practice Advice in Planning Note 3 (Second Edition) (December 2017): <https://content.historicengland.org.uk/images-books/publications/gpa3-settingofheritage-assets/heag180-gpa3-settingheritage-assets.pdf/>

National Heritage List for England: <https://historicengland.org.uk/listing/the-list/>

### OTHER GUIDANCE

British Standard Institute best practice publication: BS 7913:2013 - Guide to the conservation of historic buildings

The Society for the Protection of Ancient Buildings (SPAB) have advice and guidance for owners of historic buildings on their website: <https://www.spab.org.uk/advice>

### CONTACT DETAILS

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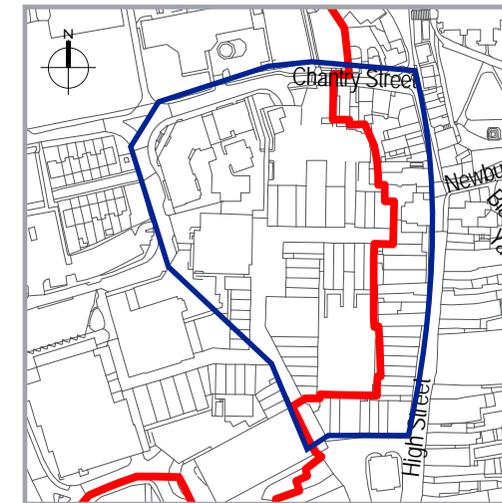
This section provides a brief summary of the historic development of Andover. It identifies the key events, features and associations which make the Conservation Area what it is today. The necessary brevity of the section cannot do justice to the area's complete history and comprehensive histories have been prepared by others. The reader is directed to the [Further Information](#) section of this document which identifies some of the key works.

### A.1 EARLY HISTORY

There is archaeological evidence of Roman settlement in and around Andover, including burials to the east of Winchester Street, on the southern edge of the historic core of the town, as well as a small settlement at East Anton, to the north-east of Andover town centre and Conservation Area.<sup>01</sup>

Andover was first mentioned in the mid-10th century in the will of King Eadred who bequeathed land at Andover (*Andeferas*) to the New Minster at Winchester. The name is thought to derive from the Anglo-Saxon word meaning 'ash waters' and the River Anton likely took its name from the place-name. Despite Eadred's bequest, Andover remained in royal ownership, as recorded at Domesday. Eadred's successor, King Edgar presided over a council of his advisors (a *Witenagemot*) at Andover and in 994, a Viking King named Olaf Tryggvason was baptised at Andover as part of a treaty with King Ethelred to end a period of Norse attacks. These royal associations make the presence of a significant Saxon royal palace ('bury') in the

setting of an earlier minister church likely.<sup>02</sup> The minster church probably lay on the site of the present St Mary's and the speculated royal palace may have been sited nearby on the land to the north of the marketplace, redeveloped for the Chantry Shopping Centre in the 1960s. Although archaeological evidence is sparse, the present street pattern and distinctive ovoid layout of the area to the north of the Guildhall could represent the projected ancient palace site. At Domesday, Andover was recorded as a relatively large settlement comprising 107 households and six mills owned by King William.



Possible location of early palace as indicated by the ovoid layout of the present street pattern to the north of the Guildhall

<sup>01</sup> Andover Extensive Urban Survey, Assessment Document, p. 3.

<sup>02</sup> Ibid.

**A.2 MEDIEVAL**

Following the Norman Conquest, William I gave the church of Andover to a Benedictine Abbey of St Florent, Saumur, who established a priory next to the church. The priory, which was larger than the present church and occupied a slightly more westerly position, was dissolved in 1414. A 12th century arch, formerly the west door of the church and since re-sited to the south-east of the present churchyard, forms the only physical remains of the priory. Besides the priory, medieval Andover had two hospitals dating back to the 13th century, although their sites have long since been redeveloped.

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*Twelfth century Norman doorway, which remains as the only surviving feature of the former medieval church on the site of St Mary's Church*

The town acquired its Royal Charter from Henry II in 1175 and a merchant guild was formed to oversee local governance. In 1205, the town was granted a four-day fair by King John, with additional fairs granted in 1510 and 1682. Although there is no record of a market charter, Andover certainly held a market from the medieval period in the High Street. This street, which forms the central spine to the historic core, was first recorded in 1298. Other medieval streets include Newbury Street, formerly a principal road to London; London Street and Bridge Street, leading to the east and west respectively; Winchester Street, leading to the south, and Chantry Street, joining the High Street opposite the church.

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Wool and cloth production formed the town's principal industries in the medieval period and whilst the industries' importance dwindled, there remained cloth production here until the mid-19th century at least. Other industries included milling, tanning, parchment making and ironworking; evidence of the latter was found during an excavation in the burgage plots along the southern part of the High Street.<sup>03</sup> There were several mills in the setting of the town but only one within the historic

centre, Town Mill, which remains today albeit converted, and is thought to occupy the site of a late 13th century mill. The medieval mill was rebuilt a number of times and the present building dates to the mid / late 18th century.

Andover suffered several fires in the medieval period. The most serious of these, in 1435, destroyed the greater part of the medieval town and the damage was so long-lasting that there were still 'void plots' nine years later.<sup>04</sup> The High Street was redeveloped after the fire; its historic market function explains the need for such wide proportions. The medieval extent of the town is indicated today through



the remains of burgage plots comprising narrow street frontages and long narrow properties. Following the establishment of a market these plots most likely dating to the later medieval period were laid out on either side of the marketplace. They exist on both sides of the street but are most evident to the east.

The destruction caused by the fire of 1435, combined with modern redevelopment, have led to the survival of relatively few medieval buildings at Andover, although examples do remain in Chantry Street, Newbury Street and at the northern end of the High Street.

*The buildings along the High Street today largely date to the 18th and 19th century, however the street retains its generous width reflecting its medieval market function and to some extent narrow burgage plots dating to the same period*

<sup>03</sup> Andover Extensive Urban Survey, Assessment Document, p. 1.

<sup>04</sup> Andover Archaeological Review, p. 4.

A.3 MID-FIFTEENTH, SIXTEENTH AND SEVENTEENTH CENTURY

The post-medieval period saw economic recovery and subsequent rebuilding of poor-quality buildings erected after the fire of 1435. The first Guildhall was built in 1513, on the site of the existing Guildhall at the north end of the southern section of the High Street. Many post-medieval buildings including the

original Guildhall have been lost although the occasional jettied timber-framed building remains including the Nos.11, 13 and 15 Chantry Street which date back to the 16th century albeit altered and the 17th century 84a High Street. Despite a brief resurgence in the post-medieval period, Andover never reached more than local importance as a market town serving the surrounding countryside.

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Buildings at Nos.11, 13 and 15 Chantry Street comprising 16th century fabric and subsequent alterations



Timber-framed, jettied building dating to the 17th century at 84a High Street

Test Valley Borough Council - Cabinet - 8 December 2021

During this period, due to its position at the intersection of major routes, including the London-Salisbury south-west road and the road between Southampton and the Midlands, Andover became a convenient staging post for coaches. In response to demand, a number of inns were constructed in the town including the timber-framed Angel Inn, which survives today at the north end of the High Street; the inn was built by Winchester College, Oxford, from 1445 on fire-damaged 'void land'. As a coaching town and stopping point, Andover hosted various historical figures passing through including Sir Walter Raleigh and, most notably, James I in 1623, Charles I in 1644 and James II in 1688.<sup>05</sup> Charles I stayed at the White Hart, a later rebuilding of which remains on Bridge Street, after he drove Parliamentarian forces from the town during the Civil War. A further fire in 1647 caused the loss of further buildings, although the area affected is disputed. Several buildings from pre-1647 are known to survive in the High Street although all have been refronted.

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The early map of Andover shows the town at the north-east side of the Andover Hundred; the church drawn to represent the town suggests the retention, to a certain extent, of priory buildings following their dissolution in 1414.



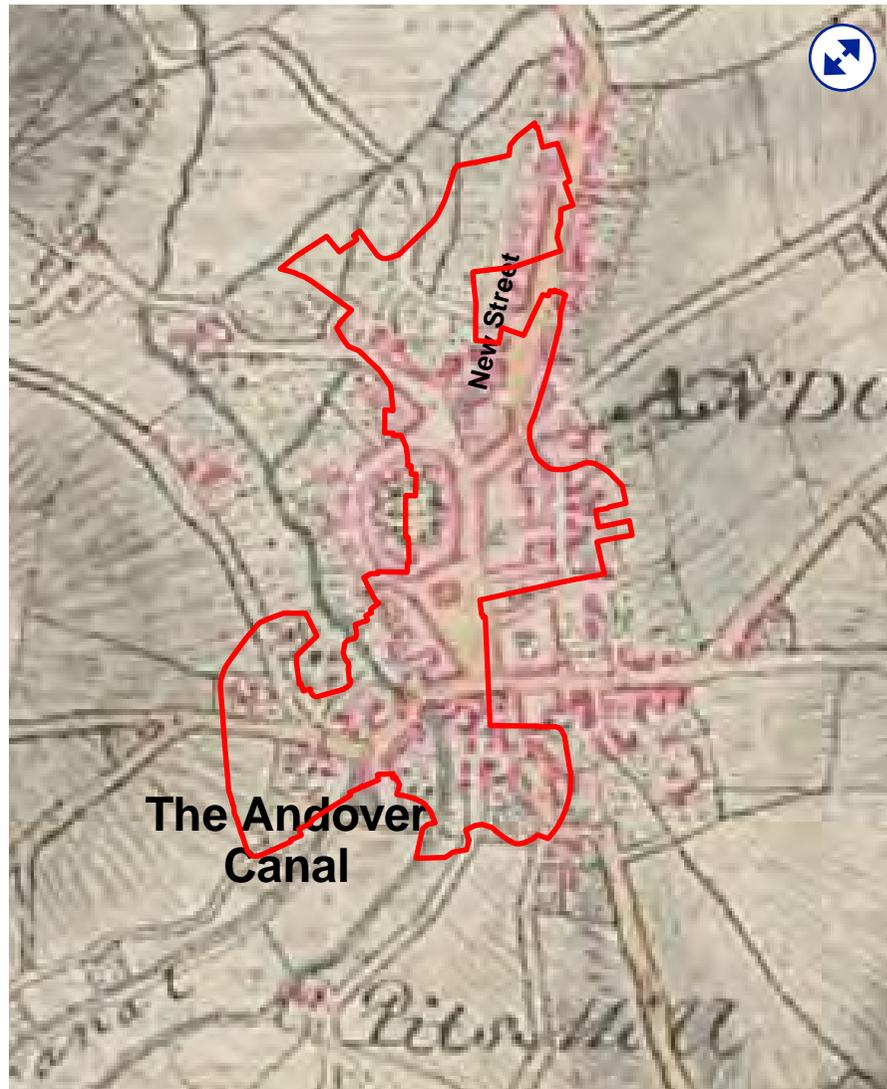
Map of Hampshire, Joan Blaeu, 1646 (Old Maps Online)

<sup>05</sup> <https://www.british-history.ac.uk/vch/hants/vol4/pp345-358>.

#### A.4 EIGHTEENTH AND NINETEENTH CENTURIES

Andover expanded beyond its medieval historic core during the post-medieval period with development to the south of the High Street and to the north-east with the arrival of New Street as shown on the early 19th century historic map adjacent. The map also features the Andover Canal, terminating to the south of Bridge Street on the western side of the river. Built in 1794, the 22-mile Canal linked Andover to Redbridge through Stockbridge and Romsey, however it was not a financial success and did not appear to have triggered largescale industrial development at Andover. Whilst there is a stretch surviving at Romsey, there are no remains of the canal at Andover.

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Map of Hampshire, 1808 (British Library)

Whilst certain post-medieval buildings have been lost to modern developments, the High Street retains many of its 18th and 19th century buildings. Most of the banks, public houses and hotels on the street date to this period and the Guildhall was built in 1825 on the site of several previous Guildhalls. The town retained its role as an important staging-post for coaches in the 18th and 19th centuries as indicated by the construction of the substantial Star and Garter Hotel as a coaching inn in the early 19th century.

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The church of St Mary's was built between 1840 and 1846, partially on the site of the medieval priory remains of the 12th century crypt of the previous church survive. The church interior was refitted in 1871 by William White, who also designed the Grade II listed Andover CE Primary School in East Street (outside the Conservation Area). In 1844 the Vicar moved into a Georgian dwelling on Newbury Street, which became known as the Vicarage and has since been converted to a solicitors' office. It is thought that the Vicarage previously occupied some of the surviving priory buildings.<sup>06</sup> After the demolition of the priory buildings in 1840, the land to the north of the church was used for burials and the cemetery was expanded over the course of the 19th and 20th centuries.



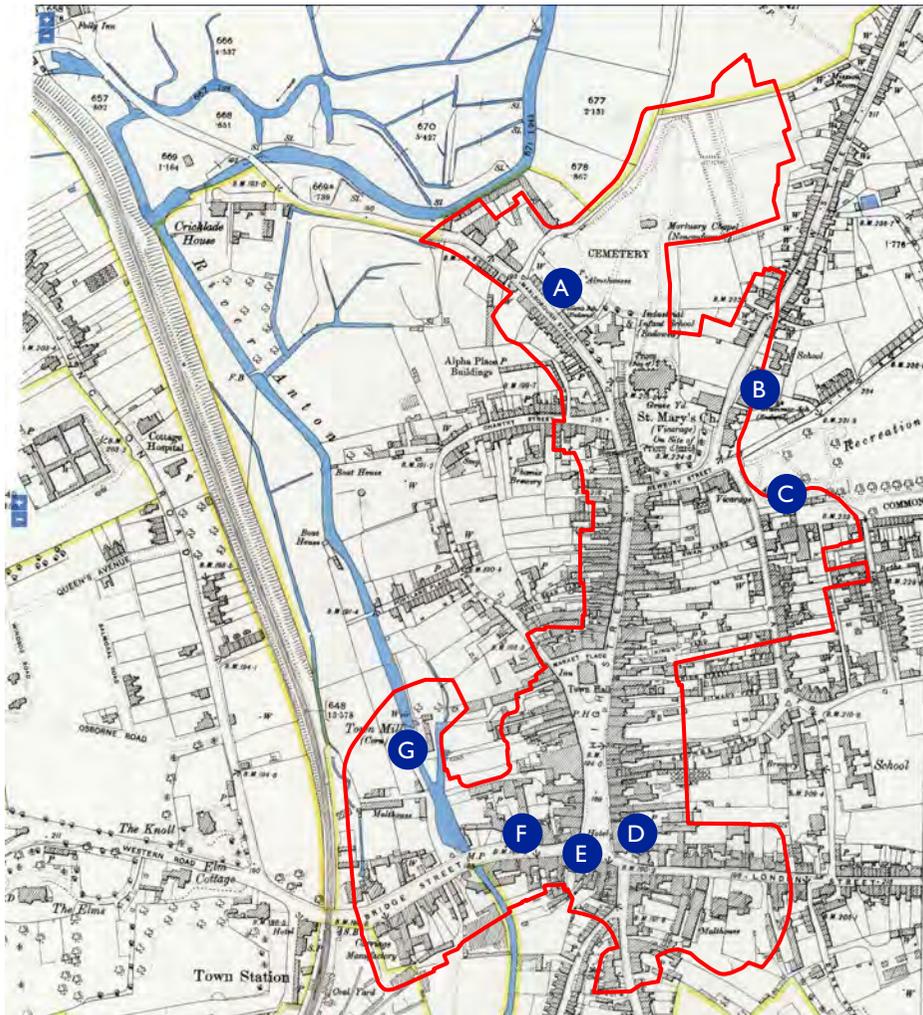
*St Mary's Church from the south*

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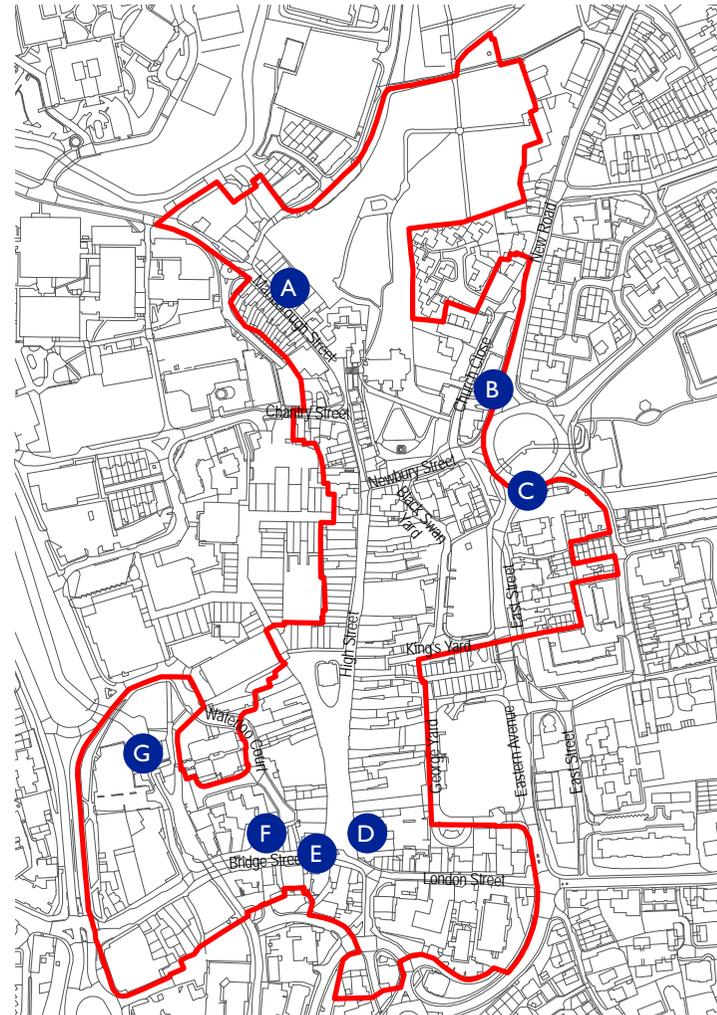
<sup>06</sup> Andover Extensive Urban Survey, Assessment Document, p. 13.

A comparison of the 1894 OS map and a map of the present town shows that a number of important 18th and 19th century buildings remain today. Besides the landmark buildings mentioned above, Pollen's almshouses on Marlborough Street remain, rebuilt in the 19th century (first built in 1686) as do Acre Almshouses at the north end of East Street, also rebuilt in the late 19th century albeit much altered. The High Street and Bridge Street feature various banks and hotels, several of which survive, most in their original use. These include the 18th / 19th century Globe Hotel on the west side of the Market Place, the early 19th century Star and Garter at the south-east corner of the High Street, the 19th century bank now NatWest on Bridge Street and, on the same street, the 18th century White Hart Hotel with a 19th century frontage. Several schools were also shown; that on New Street has been converted to the Andover Museum. Town Mill's specific function as a corn mill is also indicated.

The OS map shows the railway line connecting Andover and Redbridge, which opened in 1865, along the Conservation Area's west boundary. The route of the railway line partly followed that of the unsuccessful Andover Canal, with the Town Station and goods yard built in the canal wharf. Today traces of both canal and railway line are almost entirely lost, although Western Avenue follows the course of the railway line. Despite its name, the Station Inn, immediately to the south-west of the Conservation Area, predates the railway line and station. It was built as the Eight Bells Public House next to the wharf at the head of the canal in 1796; its later renaming does however indicate the proximity of the former railway station.



An 1894 OS map showing Andover (National Library of Scotland)



A map of Andover today



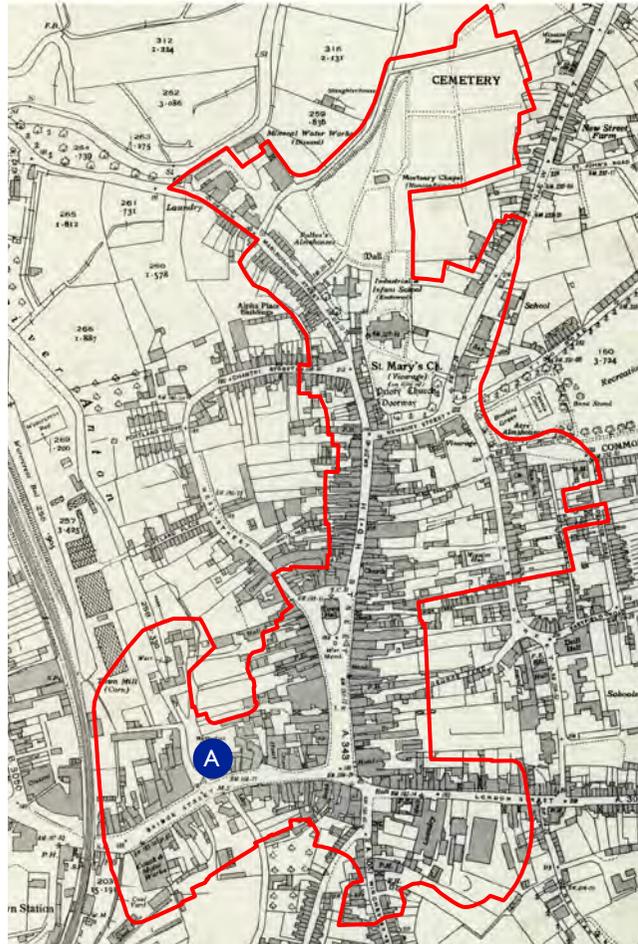
- A Pollen's Almshouses
- B Former Grammar School/ Andover Museum
- C Acre Almshouses
- D The Star and Garter
- E NatWest
- F The White Hart
- G Town Mill

This plan is not to scale

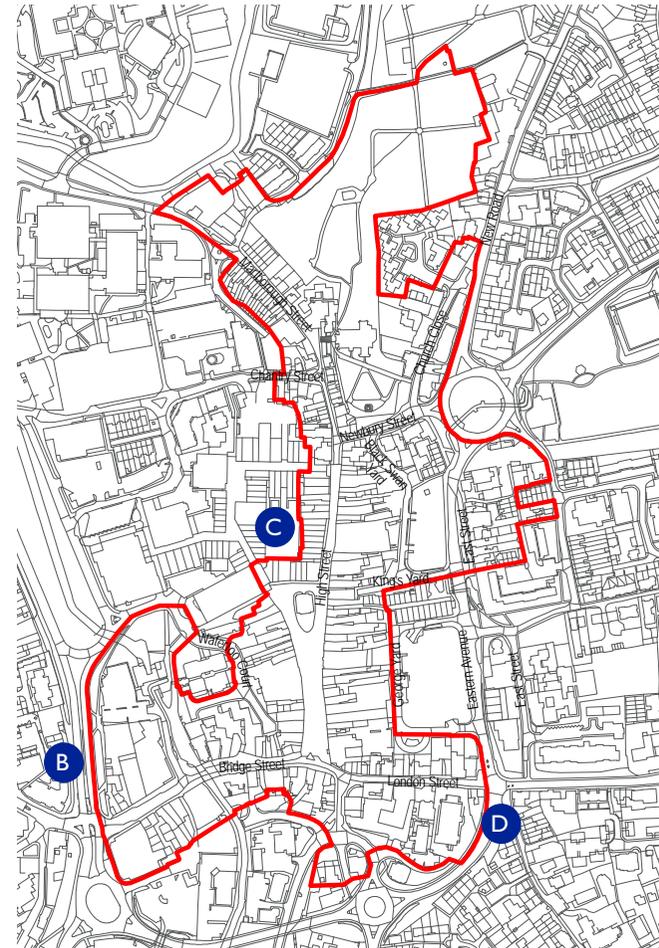
### A.5 TWENTIETH AND TWENTY-FIRST CENTURY

The Methodist Church on the northern side of Bridge Street was built in the late 19th century as shown on the 1937 OS map. Besides the development of modern suburbs outside the Conservation Area, the map shows that since the late 19th, there had been minimal development in the historic core of Andover. A comparison, however, between the 1937 OS map and present day map reflects significant alteration in the later 20th century, explained overleaf and also indicated by annotations on the map of Andover today..

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A 1937 OS map showing Andover (National Library of Scotland)



A map of Andover today



- A The Methodist Church
  - B Western Avenue
  - C Chantry Centre
  - D Eastern Avenue
- This plan is not to scale*

During redevelopment at Andover in the 1960s, the Chantry Shopping Centre was built over land identified as the town's earliest historic core, possibly dating back to the Saxon period when a royal palace is thought to have been sited here. The redevelopment left very few medieval buildings in this area.

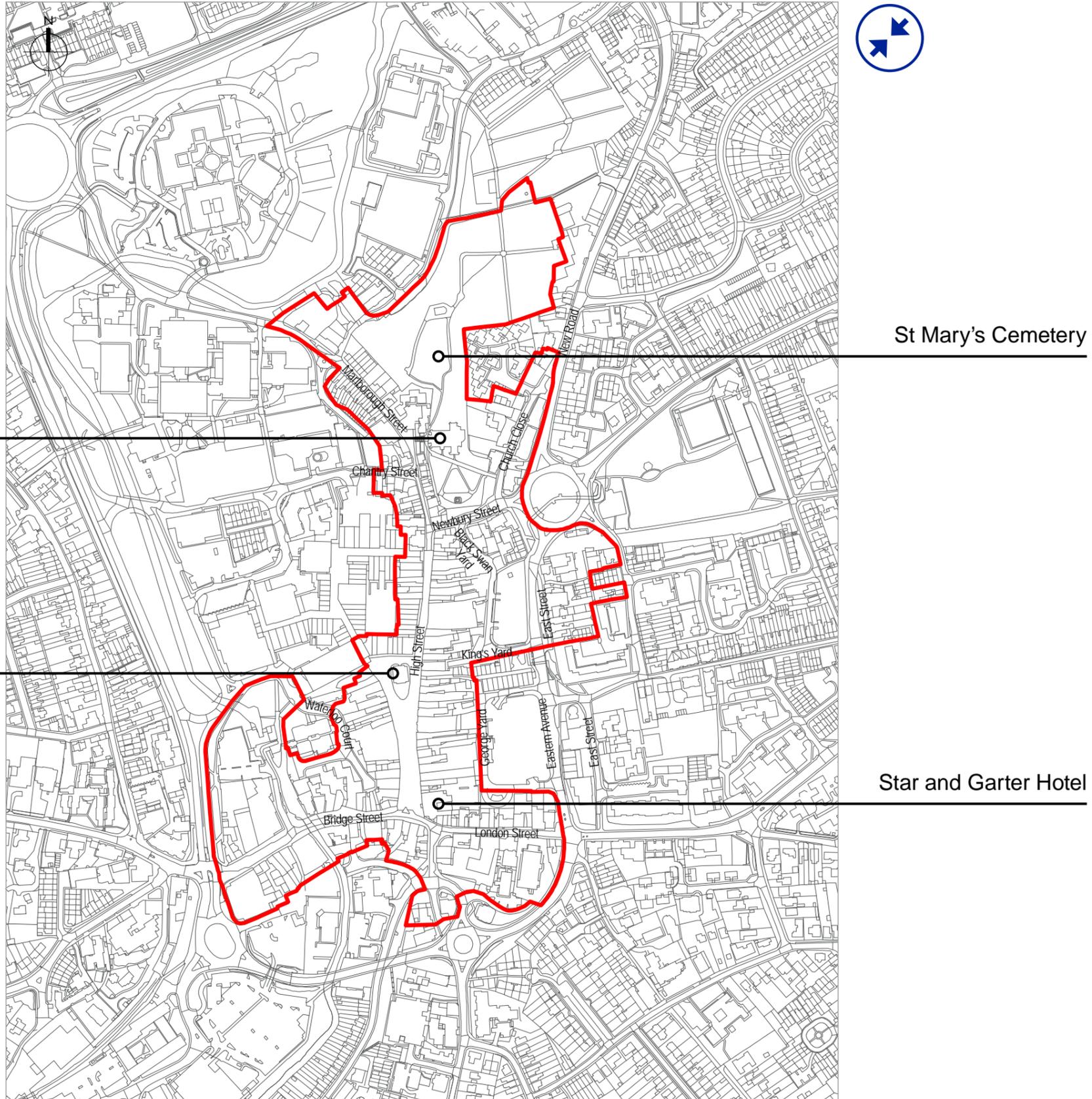
Modern dual carriageways, namely Northern, Eastern and Western Avenues, and associated infrastructure have eased traffic through the town itself, although these modern developments have led to the erosion of historic character in places. Whilst most of these A-roads are beyond the Conservation Area, the construction of Eastern Avenue, which bisects the south-eastern part of the Conservation Area, involved the loss of the entire west side of historic East Street and replacement with surface car parking. Immediately beyond the north-east boundary of the Conservation Area, New Street, which was developed in the post-medieval period, now forms part of the busy ring-road linking

Northern Avenue and Eastern Avenue. The southern course of New Street was moved slightly to the east with its former southern stretch, which remains in the Conservation Area, renamed Church Close. Following closure of the Redbridge railway line in 1967, Western Avenue was built along the route of the line; the former 'Andover Junction', built in 1854 as an out-of-town station to the north-west, became the main railway station serving Andover.

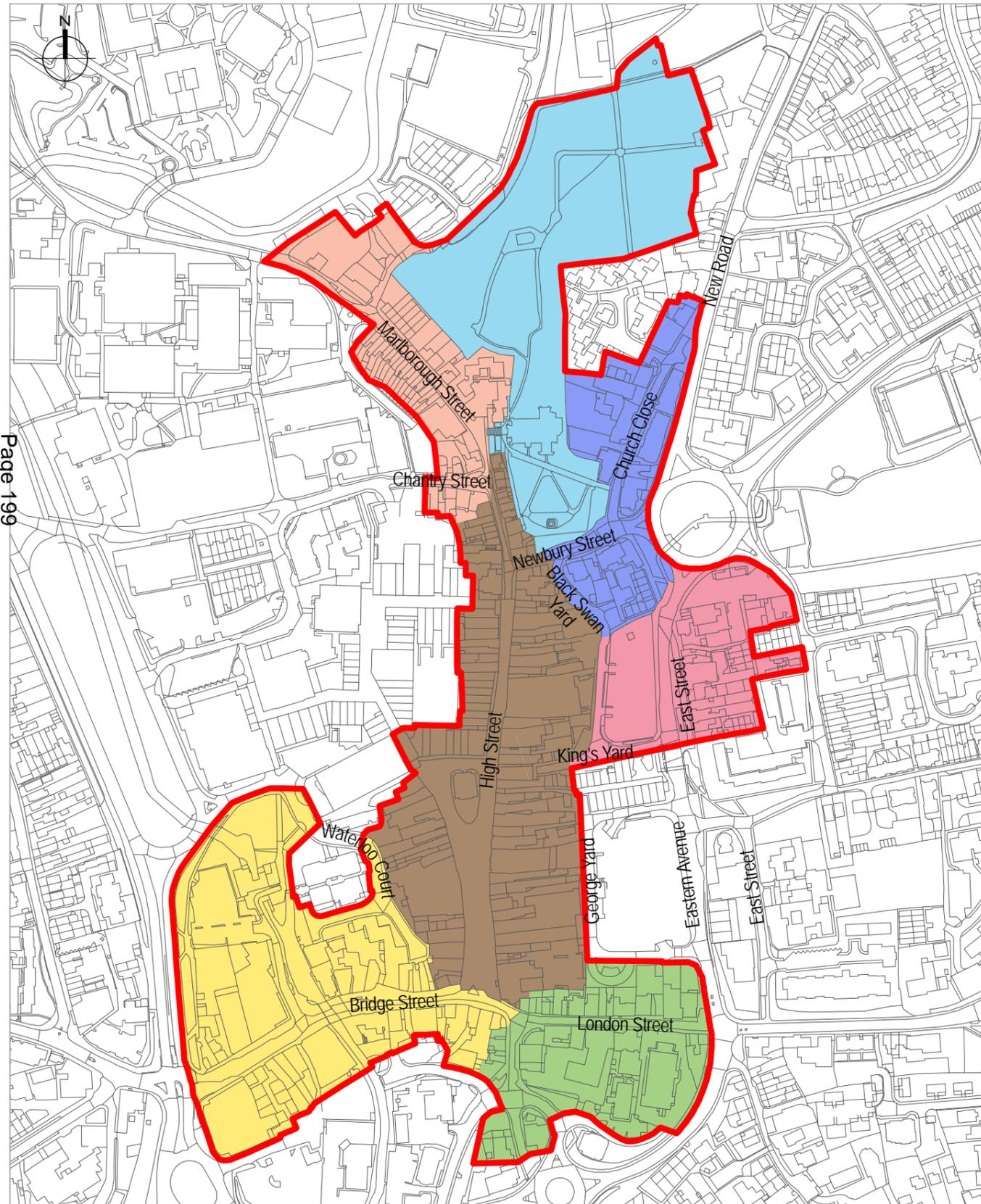
Modern development within the Conservation Area includes modern infill on London Street and the High Street at Nos.11-19 and Nos.14-18, as well as the Chantry development. On Bridge Street, various modern retail chains and supermarkets have been built including Wilko at Nos.22-30 Bridge Street, Iceland at No.35 and Sainsbury's at Nos.55-57.

Today, Andover retains a largely retail and residential character, although with some business parks, industrial and trading estates lying on its outskirts. The army has a long-established presence nearby with the historic RAF Andover, established during the First World War to the west of Andover. The site was redeveloped in 2010 for its present use as the British Army Land Forces Headquarters.

Plan 1: Boundary of Andover Conservation Area with key landmarks for orientation



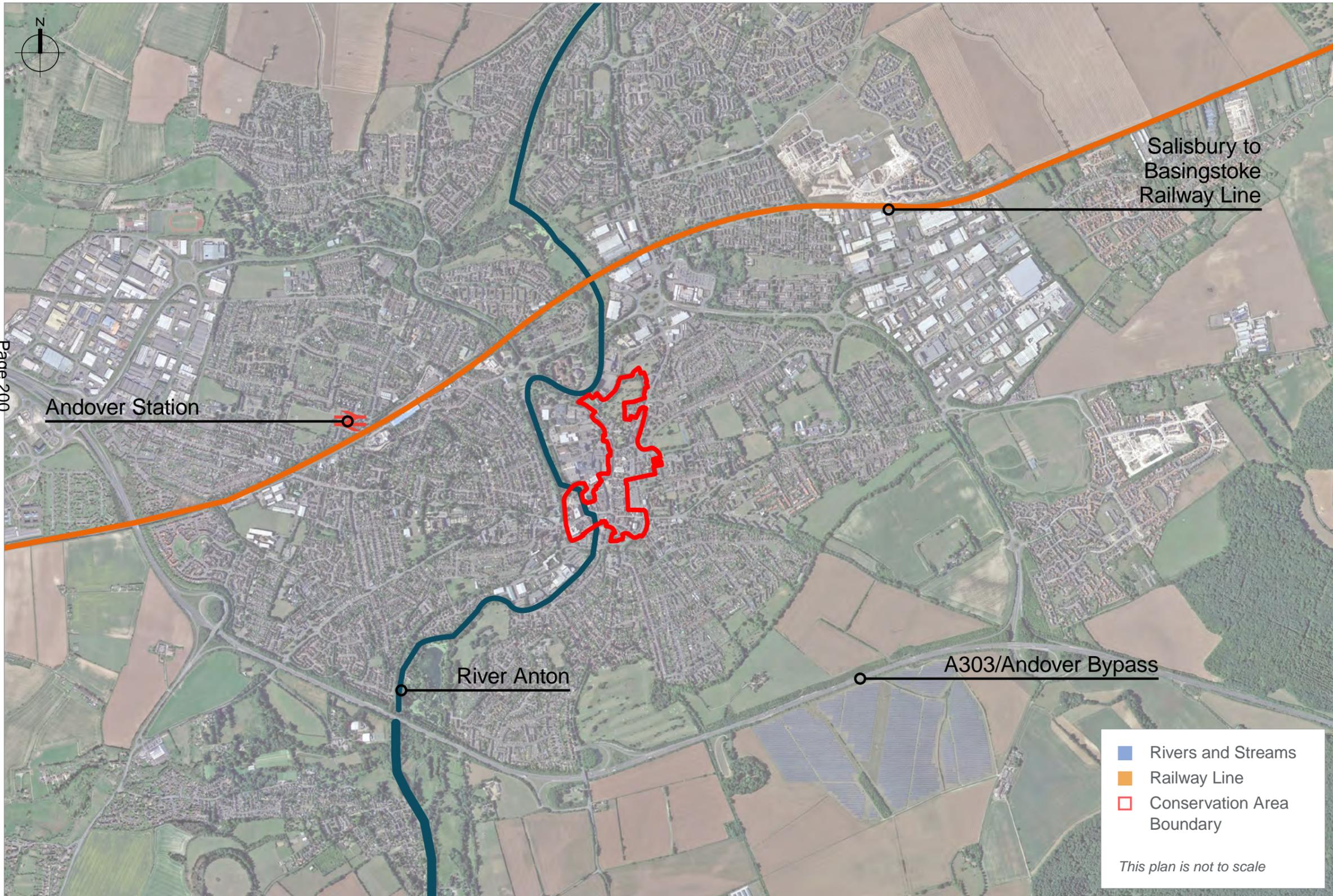
Plan 2: Map showing the different character areas within Andover Conservation Area



- Conservation Area Boundary
- Area 1: High Street
- Area 2: Marlborough Street and Chantry Street
- Area 3: Bridge Street and Setting
- Area 4: Winchester Street and London Street
- Area 5: St Mary's Church and Surrounding Open Spaces
- Area 6: Newbury Street and Church Close
- Area 7: East Street

*This plan is not to scale*



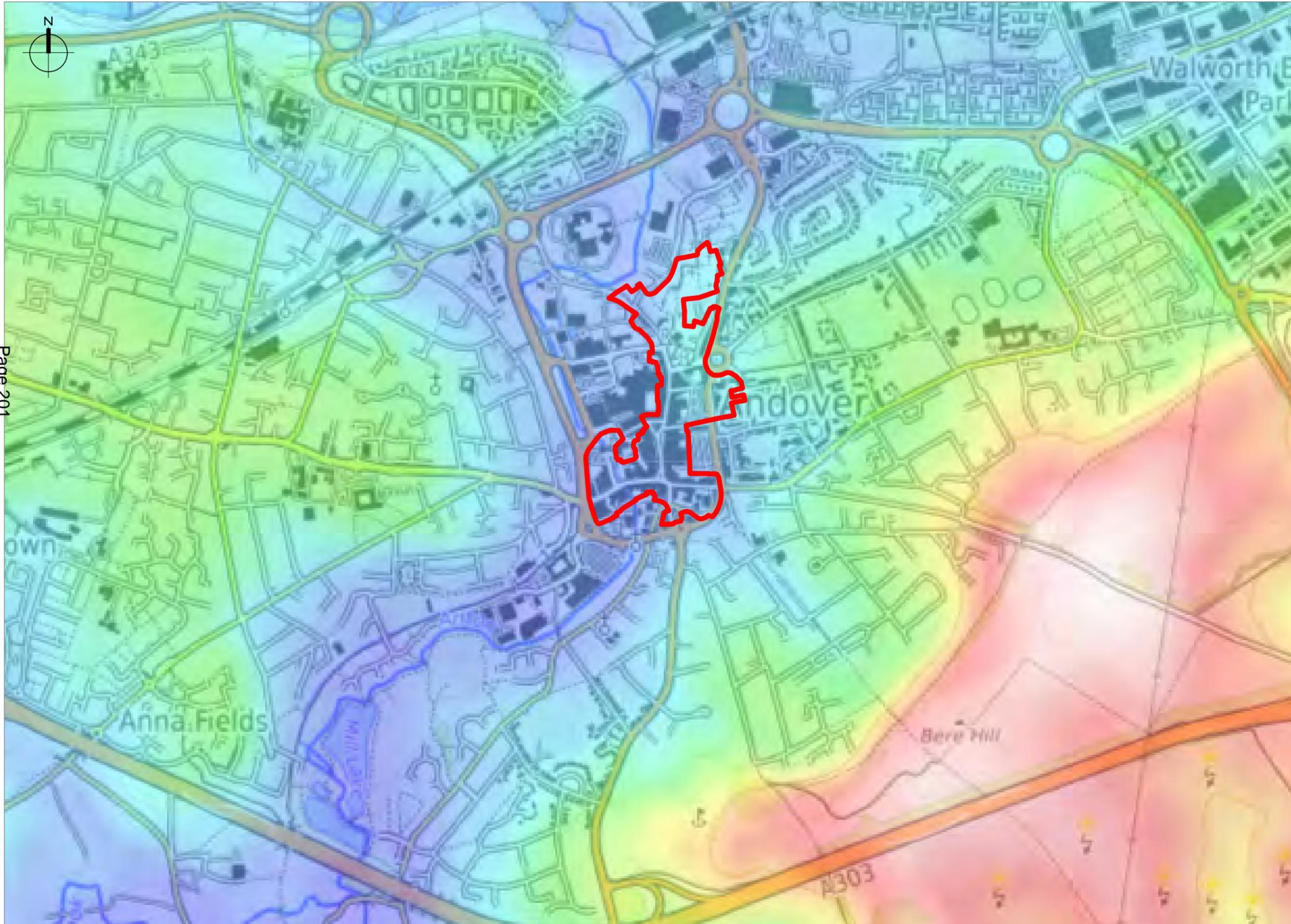


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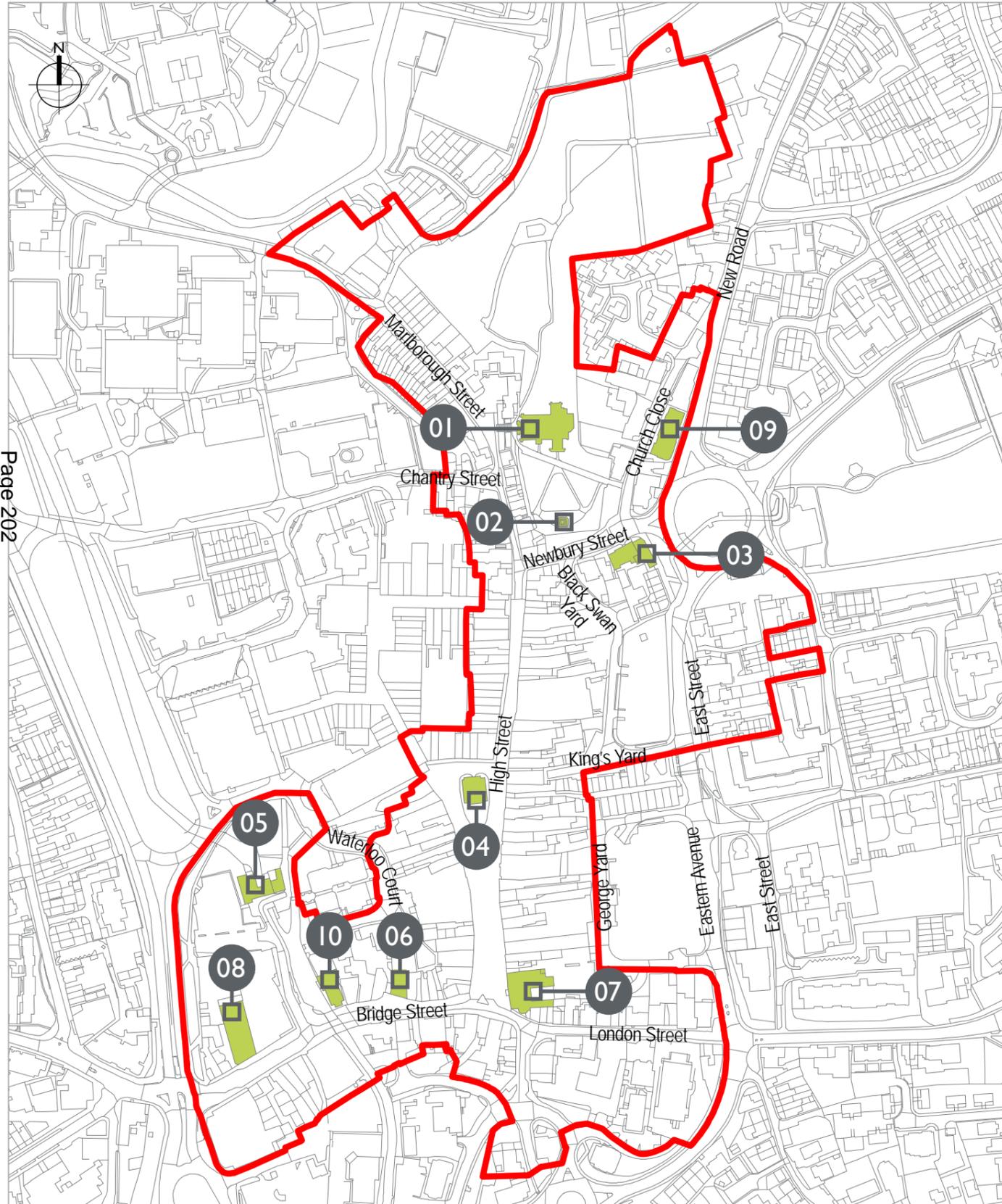
Test Valley Borough Council - Cabinet - 8 December 2021

Plan 3: Location of Andover Conservation Area with key features identified to aid orientation

Plan 4: Topography of Andover, the boundary of the Conservation Area is shown in red



Plan 5: Landmark buildings and structures in the Andover Conservation Area



KEY FOR LANDMARK BUILDINGS AND STRUCTURES

- Landmark Buildings and Structures
- Conservation Area Boundary
- 01 St Mary's Church
- 02 Andover War Memorial
- 03 Nos.8-8a Newbury Street
- 04 Guildhall
- 05 Town Mill
- 06 White Hart Hotel
- 07 Star and Garter Hotel
- 08 Former Post Office
- 09 Andover Museum and Museum of the Iron Age
- 10 Bridge Street Methodist Church

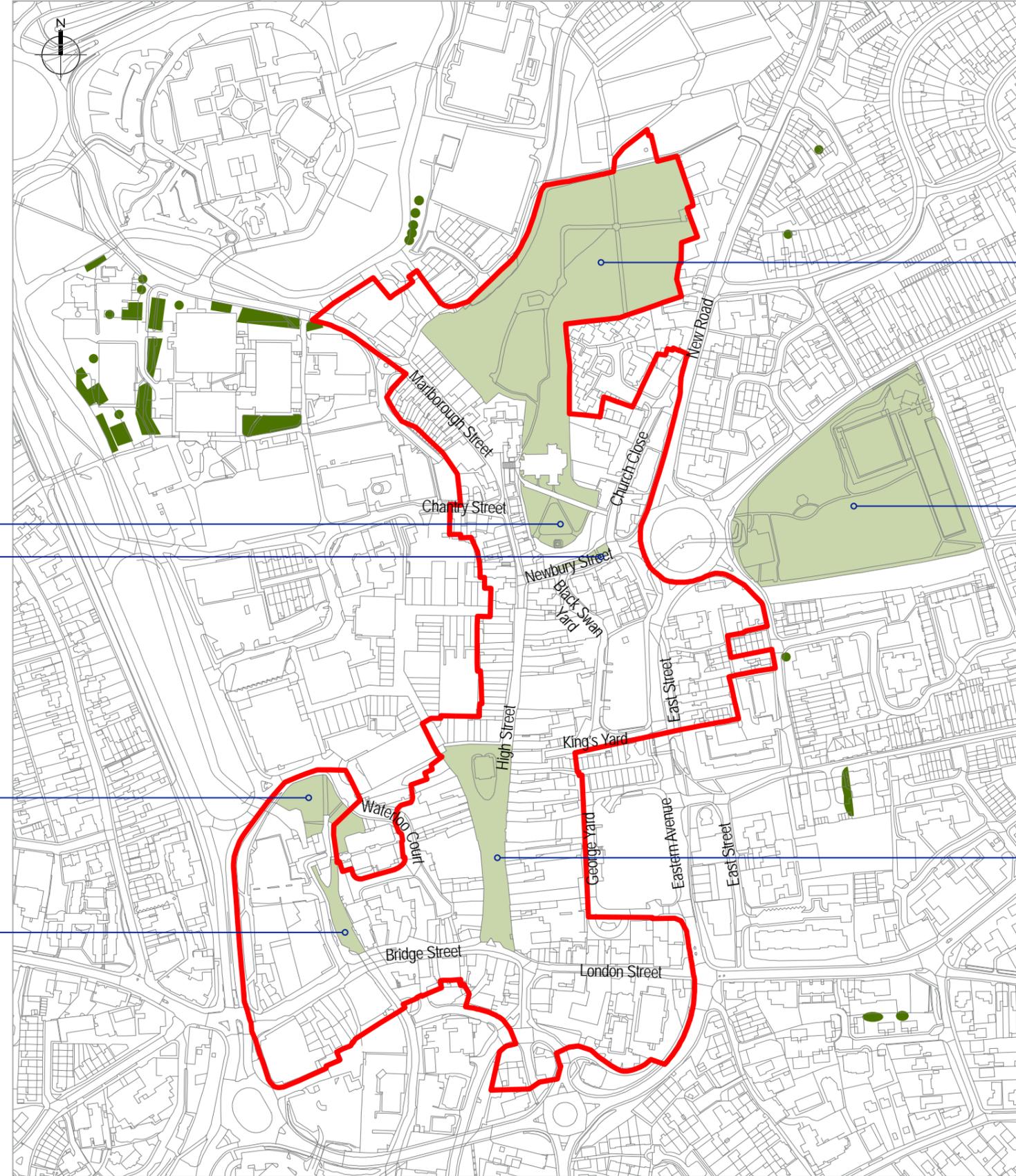
*This plan is not to scale*



Plan 6: Plan showing Public Spaces and Tree Preservation Orders

- Conservation Area Boundary
- Important Open Spaces
- Tree Preservation Orders

*This plan is not to scale*



Cemetery to St Mary's Church

Vigo Road Recreation Ground and the Common Acre form an important green space to east of the town centre but not within the Conservation Area boundary

Garden of Remembrance

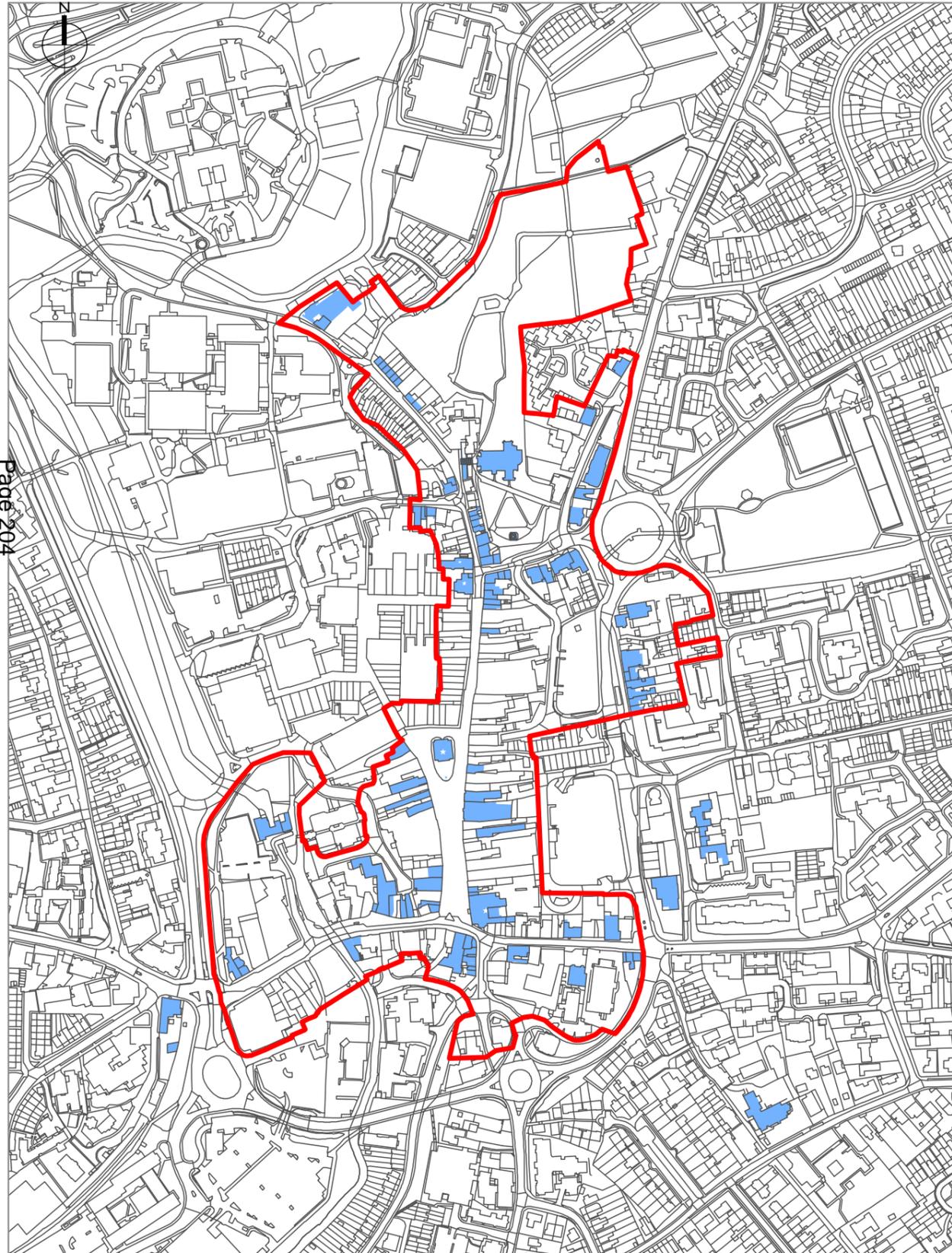
Small area of public realm at the junction of Newbury Street and Church Close

Small park to the north of Town Mills

Public realm and riverside off Bridge Street

Pedestrianised High Street

Plan 7: Map showing the statutorily listed buildings within Andover Conservation Area

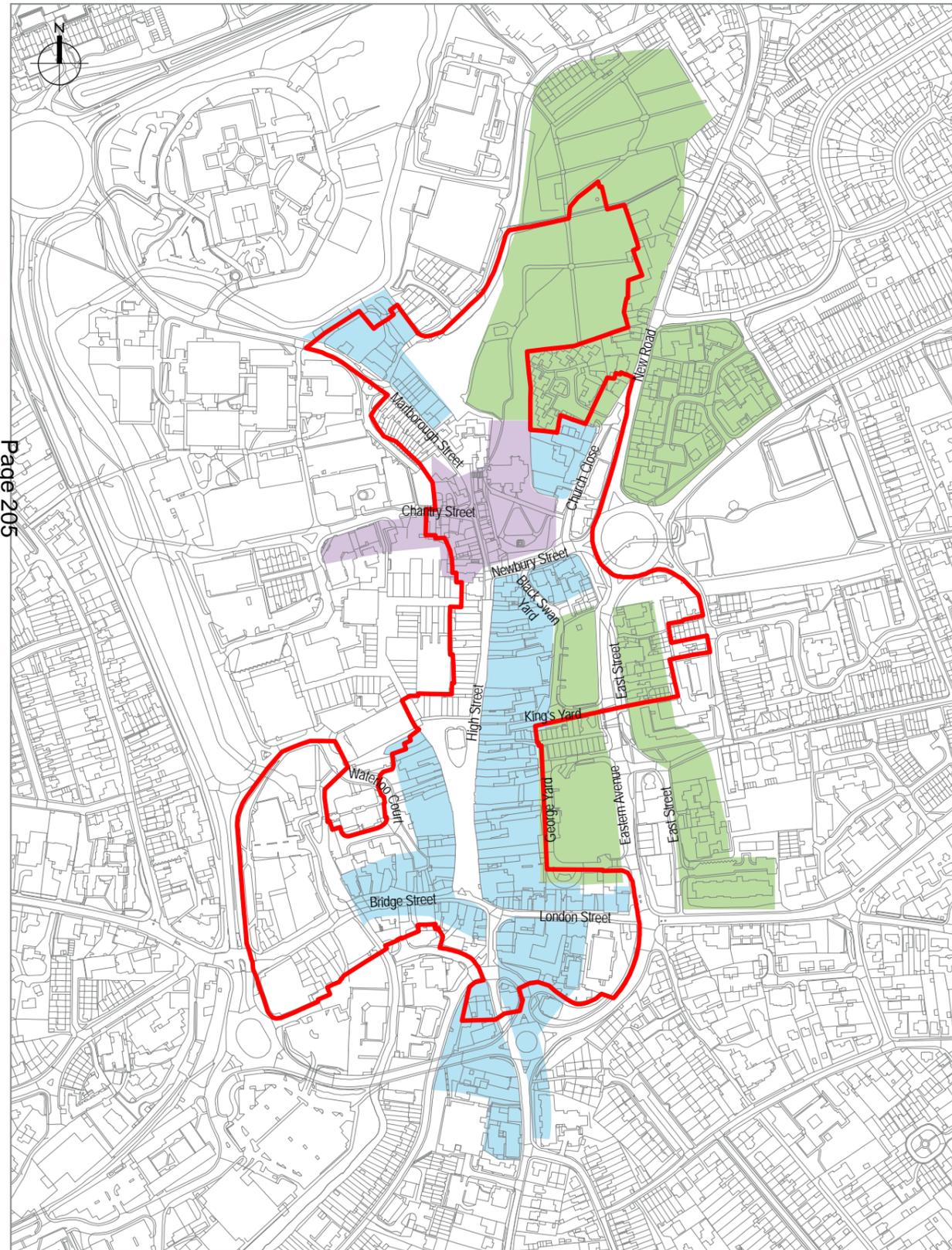


- Listed Buildings
- Conservation Area Boundary

*This plan is not to scale*



Plan 8: Map showing the different levels of archaeological potential across the Andover Conservation Area. This map is a reproduction of Map I of the Andover Extensive Urban Survey.

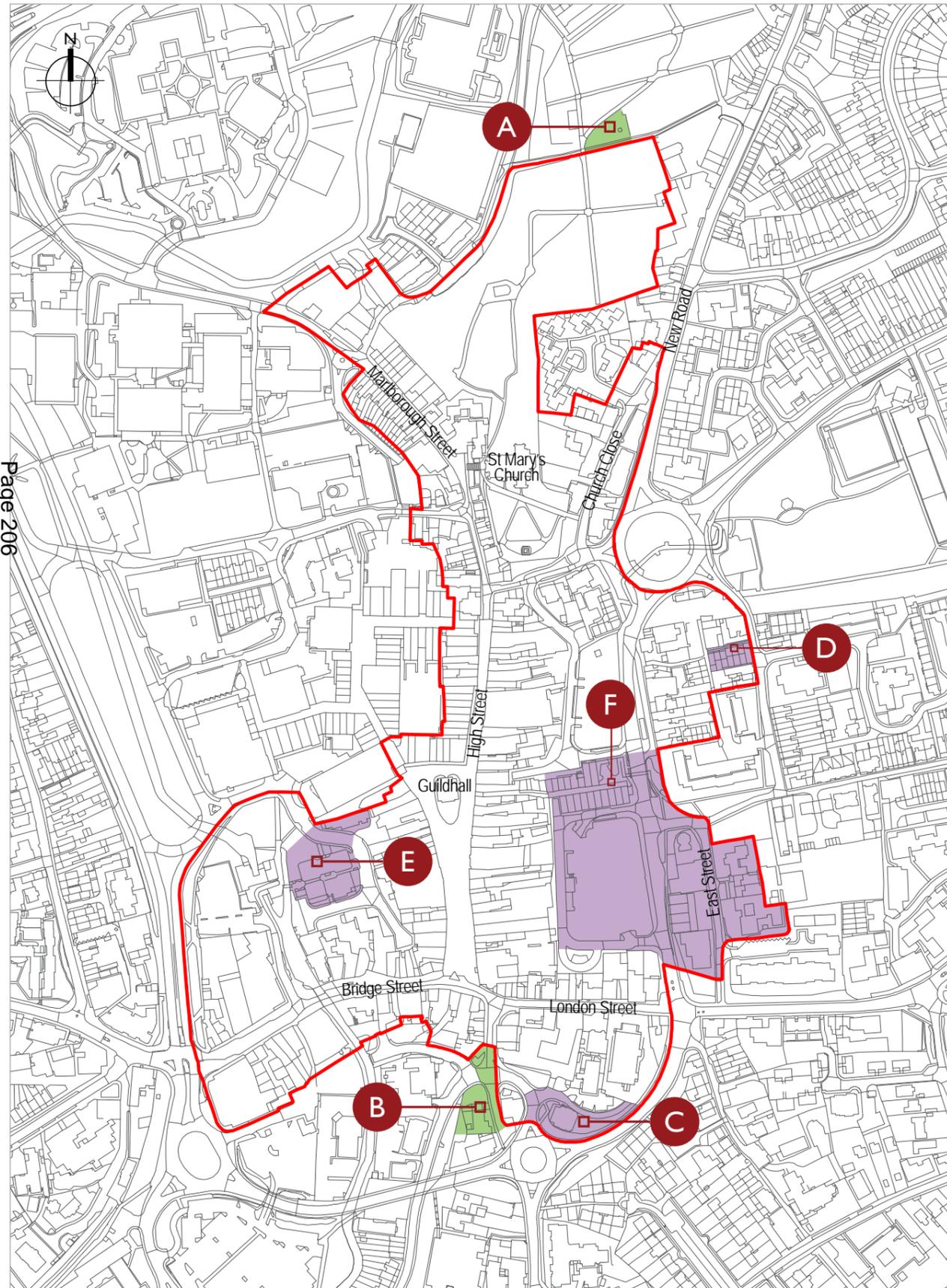


- Conservation Area Boundary
- Areas of High Archaeological Importance
- Archaeologically Important Areas
- Areas of Limited Archaeological Importance

*This plan is not to scale*



Plan 9: Proposed amendments to the Conservation Area boundary.



- Conservation Area Boundary
- Proposed for exclusion from Andover Conservation Area
- Proposed for Inclusion in Andover Conservation Area

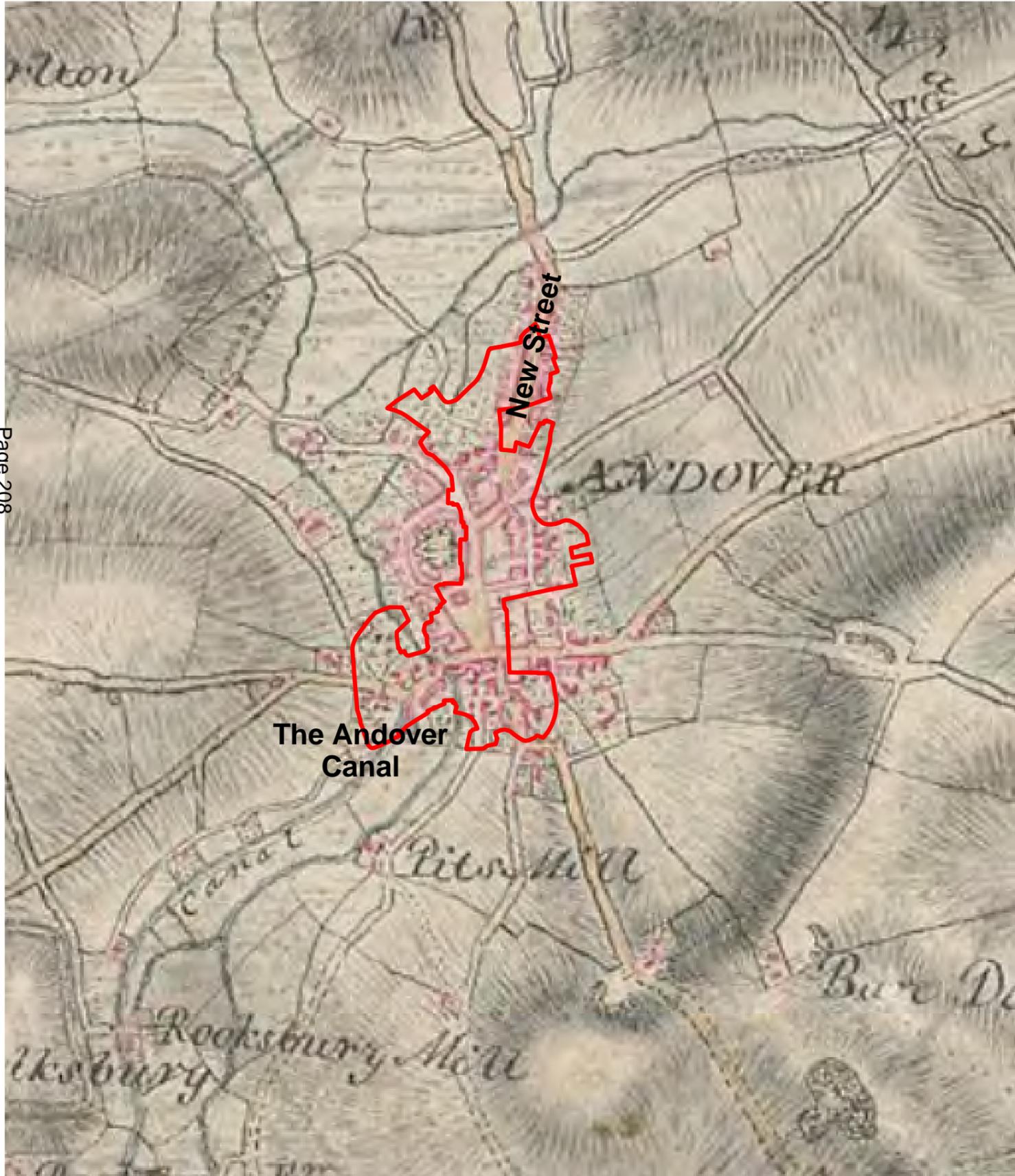
*This plan is not to scale*



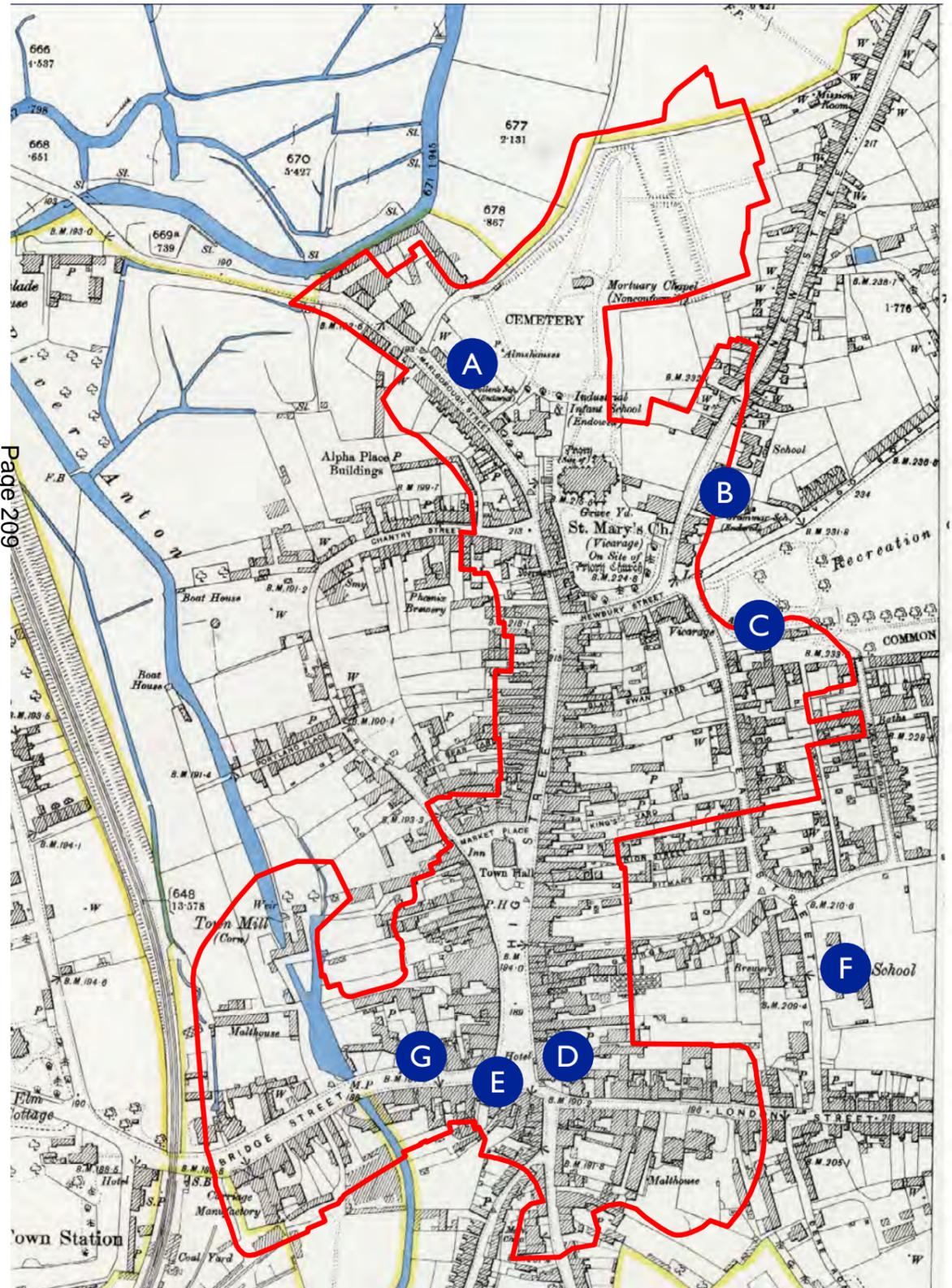
Map of Hampshire, Joan Blaeu, 1646 (Old Maps Online)



Map of Hampshire, 1808 (British Library)



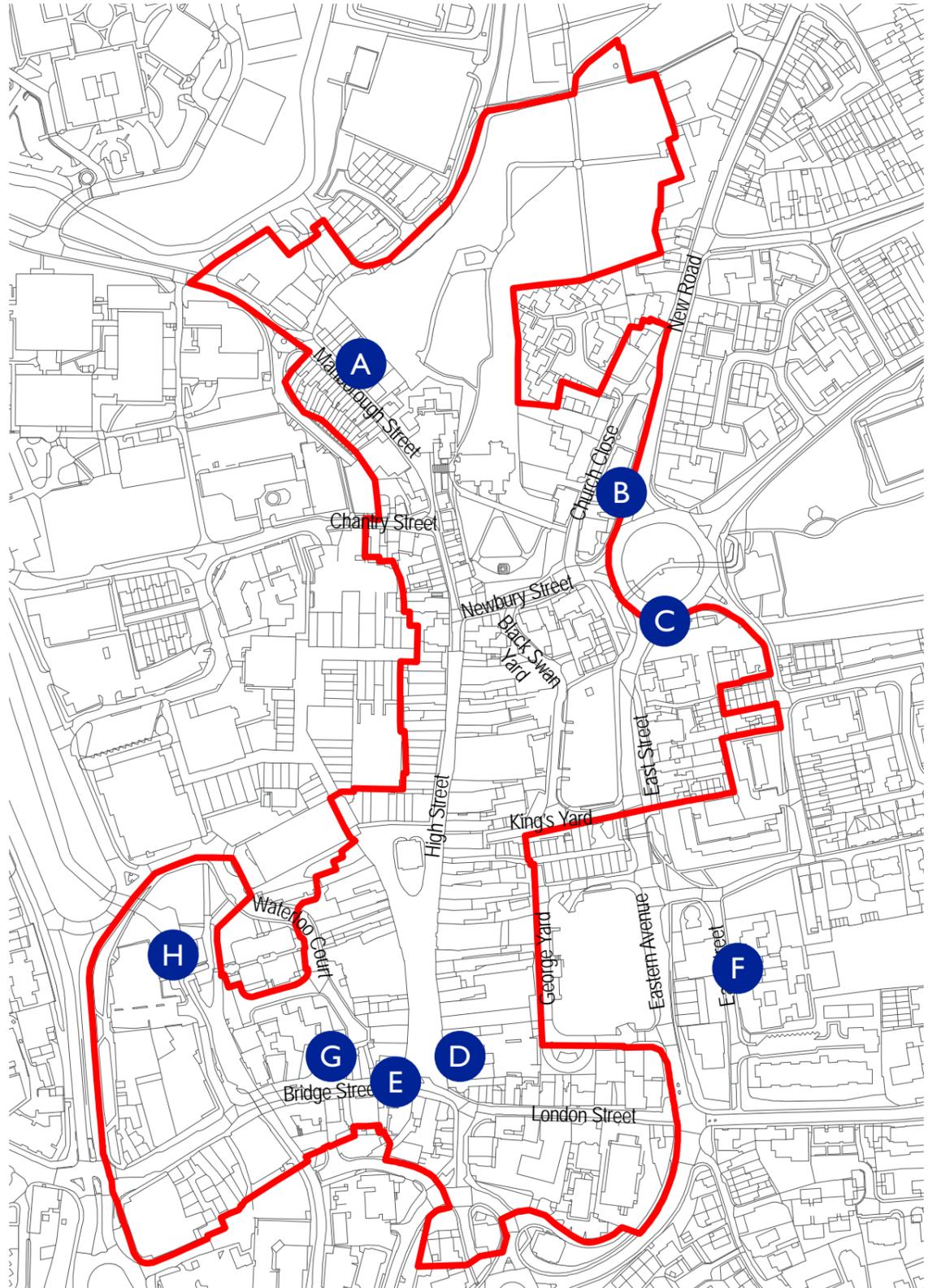
A 1894 OS map showing Andover (National Library of Scotland)



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An 1894 OS map showing Andover (National Library of Scotland)

A map of Andover today

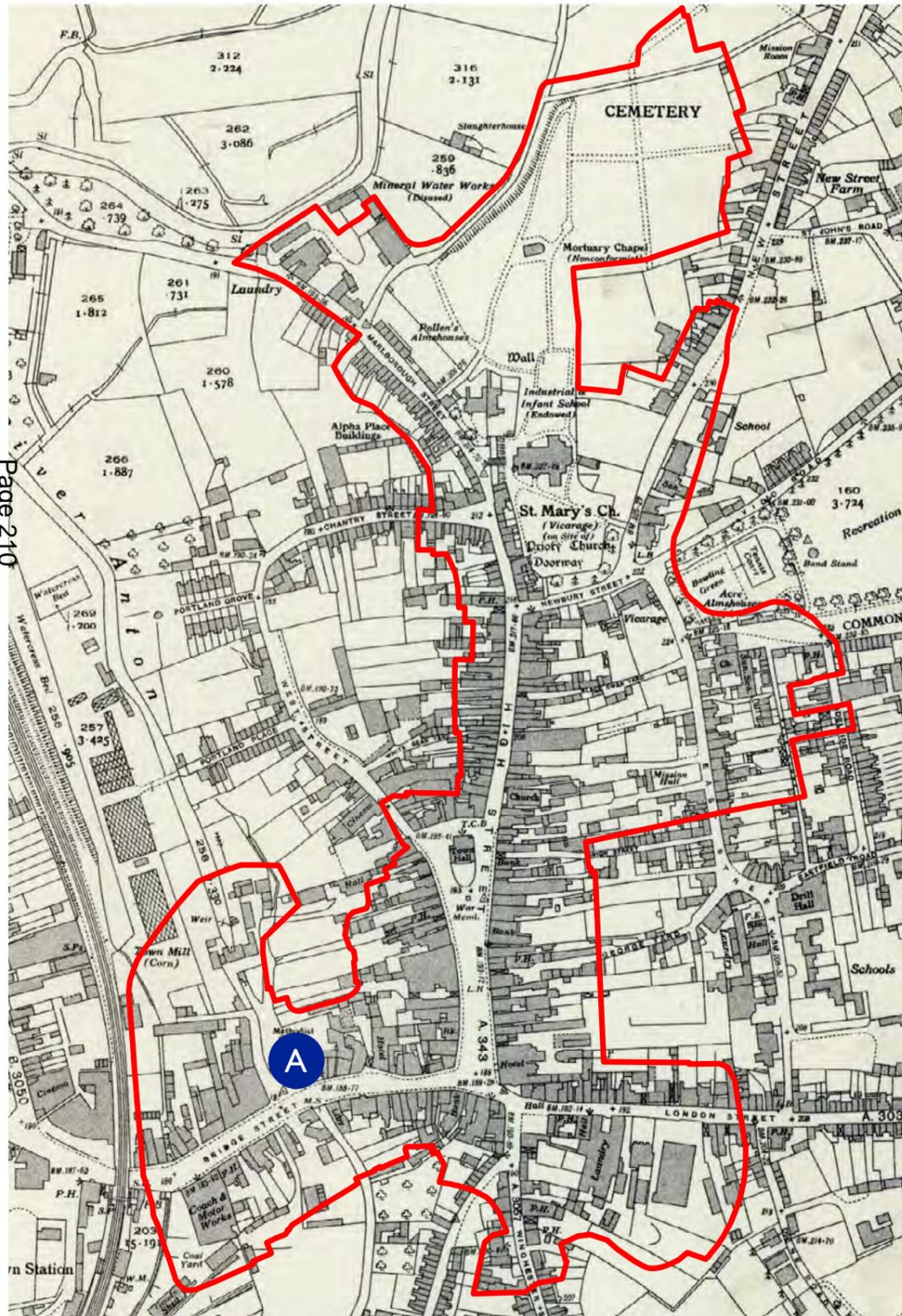


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- A Pollen's Almshouses
- B Former Grammar School/ Andover Museum
- C Acre Almshouses
- D The Star and Garter
- E NatWest
- F The White Hart
- G Town Mill

*This plan is not to scale*

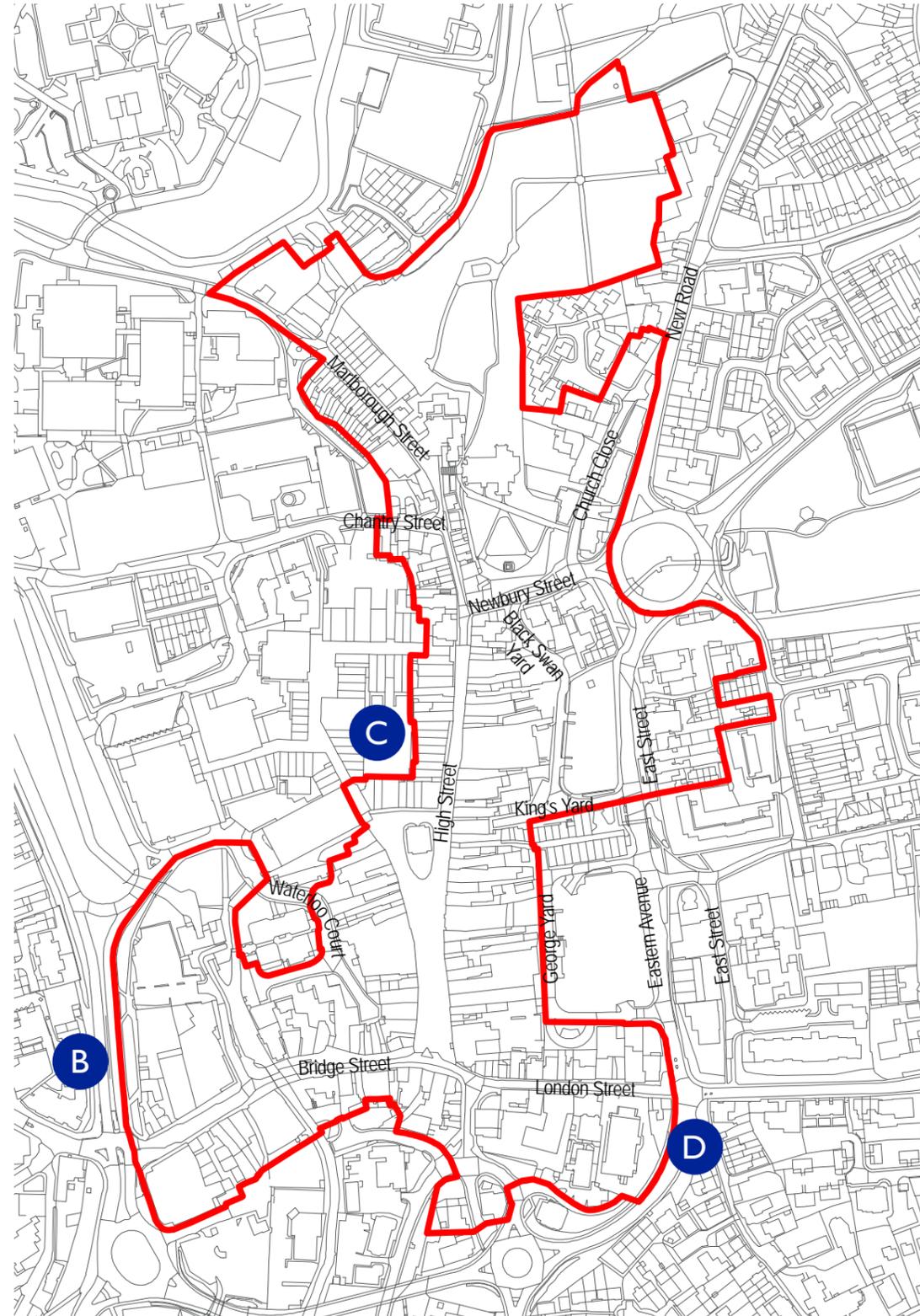
A 1937 OS map showing Andover (National Library of Scotland)



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A 1937 OS map showing Andover (National Library of Scotland)

A map of Andover today



- A The Methodist Church
  - B Western Avenue
  - C Chantry Centre
  - D Eastern Avenue
- This plan is not to scale*



ANDOVER CONSERVATION AREA:  
BOUNDARY AMENDMENT REPORT  
JULY 2021



## INTRODUCTION TO THE BOUNDARY REVIEW

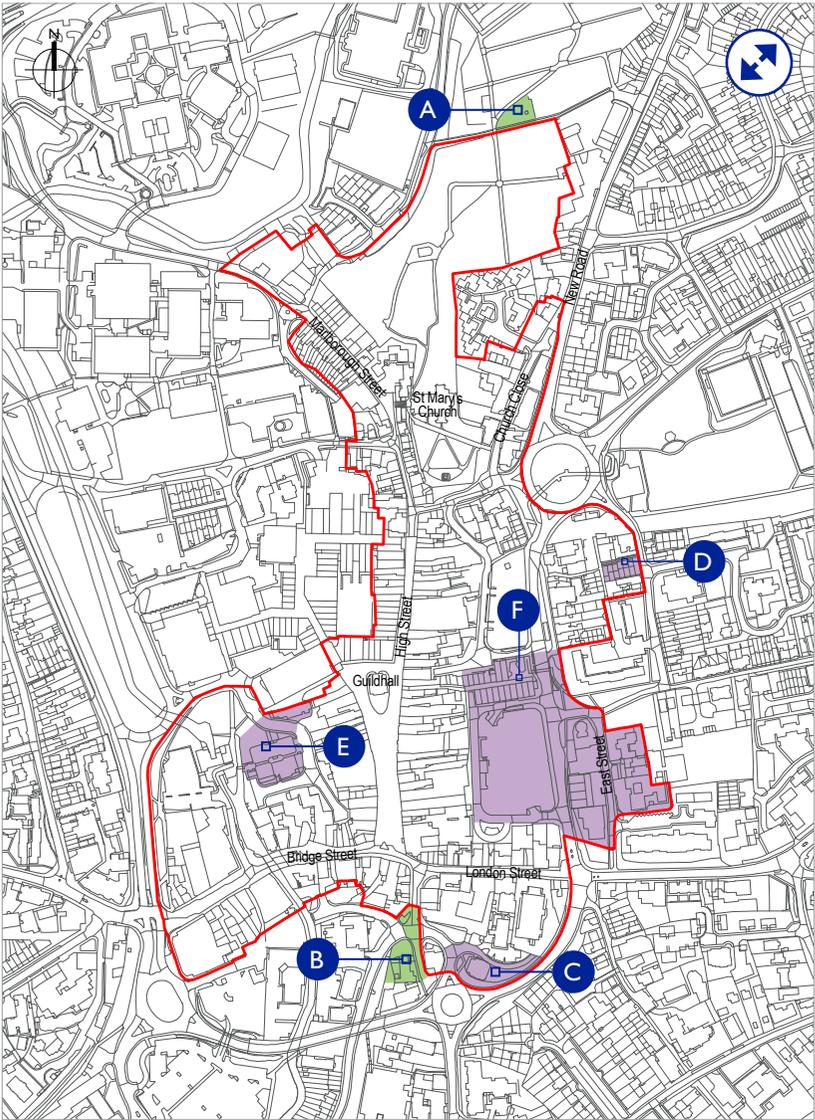
Over time, conservation areas evolve and the characteristics underpinning their special interest may decrease because of gradual alteration. It is therefore important to review and take stock of the character of a conservation area at intervals to ensure designation is still suitable and that the proper management of change is in place. Furthermore, our understanding or appreciation of what is special about an area can change over time, meaning that it is important to review the boundaries of conservation areas and include / exclude buildings and spaces which do / do not contribute to and reinforce the Conservation Area designation.

As such, best practice prescribes that conservation area boundaries are periodically reviewed to ensure that the original reasons for designation are still relevant and evident. It is recognised that boundaries were historically drawn too widely, tightly or illogically, and it may therefore be appropriate to amend them. The boundaries of Andover Conservation Area have not been reviewed since 1983 and this has therefore been undertaken alongside the preparation of a Conservation Area Appraisal and Management Plan (CAAMP) for the area.

These boundary amendments were included with the Boundary Review section of the public consultation draft CAAMP. Following the public consultation, the boundary amendments have been finalised and incorporated into the adoption version of the CAAMP.

It is acknowledged that some changes may have legitimately taken place to buildings prior to their inclusion in the Conservation Area. Consent will not be retrospectively required for these works nor will reversal be required. However reversing inappropriate change is welcomed.

The proposed amendments to the boundary are listed over the following pages, along with justification, and shown on the **Plan** overleaf.



- Conservation Area Boundary
- Proposed for Inclusion in Andover Conservation Area
- Proposed for exclusion from Andover Conservation Area

*This plan is not to scale*

Proposed amendments to the Conservation Area boundary.

## PROPOSED ADDITIONS TO THE CONSERVATION AREA

### A. Commonwealth War Graves

**Justification:** Andover's Commonwealth War Graves are an important part of the town's social history and a physical memorial to those who gave their lives in the two World Wars. Inclusion of this important part of Andover's past would strengthen the communal value of the Conservation Area. It is not intended that the rest of the cemetery extension be included in the Conservation Area as this is of no specific historic value forming part of the 20th century expansion of the cemetery.



Commonwealth War Graves in Andover Cemetery

### B. Salvation Army chapel and No.16 Winchester Street

**Justification:** The Salvation Army chapel was originally a Methodist chapel, this and the adjacent No.16 form a remnant of this part of Winchester Street which survived the late 20th century construction of Eastern Avenue. Their historic character and close proximity to the northern part of Winchester Street means they would make a positive contribution to the Conservation Area if included within the designation.

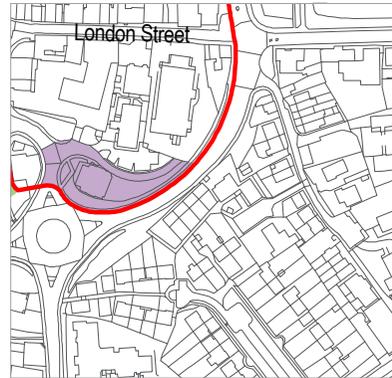


The Salvation Army chapel and No.16 Winchester Street

**PROPOSED REMOVALS FROM THE CONSERVATION AREA**

**C. Savoy Close and Barrett House**

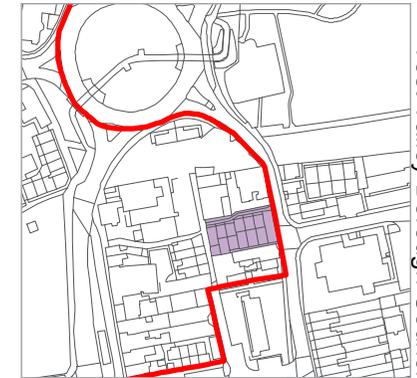
*Justification:* This area was redeveloped in the later 20th century with the construction of Eastern Avenue. Savoy Close is a modern route of no historic importance and Barrett House is likewise a modern building of no heritage value. They do no contribution to the special interest of the Conservation Area. Retaining these buildings in the Conservation Area designation dilutes its special historic and architectural interest.



Barrett House from Savoy Close

**D. Modern terrace between Adelaide Road and Rack Close.**

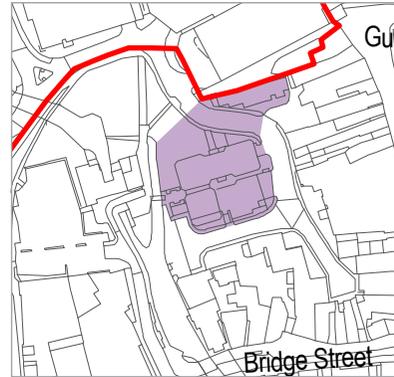
*Justification:* This area contains a recent residential infill development that is of no historic value and has reduced the legibility of the historic layout. The area does not contribute to the special interest of the Conservation Area.



Modern terrace on Adelaide Road

## E. Hambleden House and Waverley Buildings, Waterloo Court

*Justification:* These are modern buildings of no heritage value and do not contribute to the special interest of the Conservation Area. Hambleden House in particular is not characterful of buildings in the Conservation Area owing to its oversized scale and proportions. Retaining these buildings in the Conservation Area designation dilutes its special historic and architectural interest.



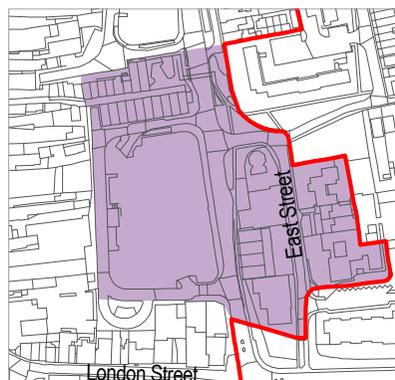
Hambleden House

## F. The southern end of East Street (Masonic Hall, Andover CE Primary School and Central Club) and George Yard car park

**Justification:** The car park was created as part of the construction of Eastern Avenue in the later 20th century, removing all trace of the historic, burgage plots and layout of the area. The car park is of no heritage value and makes a negative contribution to the Conservation Area. If the car park were to be removed, the area to the east

of Eastern Avenue would be isolated, which is not desirable as it is difficult to maintain a connection between two

fragmented parts of a Conservation Area. Eastern Avenue has severed the connection of this area from the historic town core and main body of the Conservation Area, therefore altering its character and, limiting the contribution it makes to the Conservation Area. Some buildings in the area are modern buildings of no heritage value facing Eastern Avenue. There are however buildings of historic and architectural significance to the rear of Eastern Avenue in the southern half of East Street; principally Andover CE Primary School and Andover Central Club. These two buildings are separated from the historic centre of Andover by modern development and infrastructure but they are also both Grade II listed and would therefore retain statutory heritage protection if removed from the Conservation Area. The Masonic Hall is not listed but is of some historic value, however this is insufficient to warrant continued inclusion of the whole area in the Conservation Area. Other structures are modern and of no heritage value including the Union Street retail units to the north of the car park.



*View looking south along Eastern Avenue towards the modern development on the east side of the road*



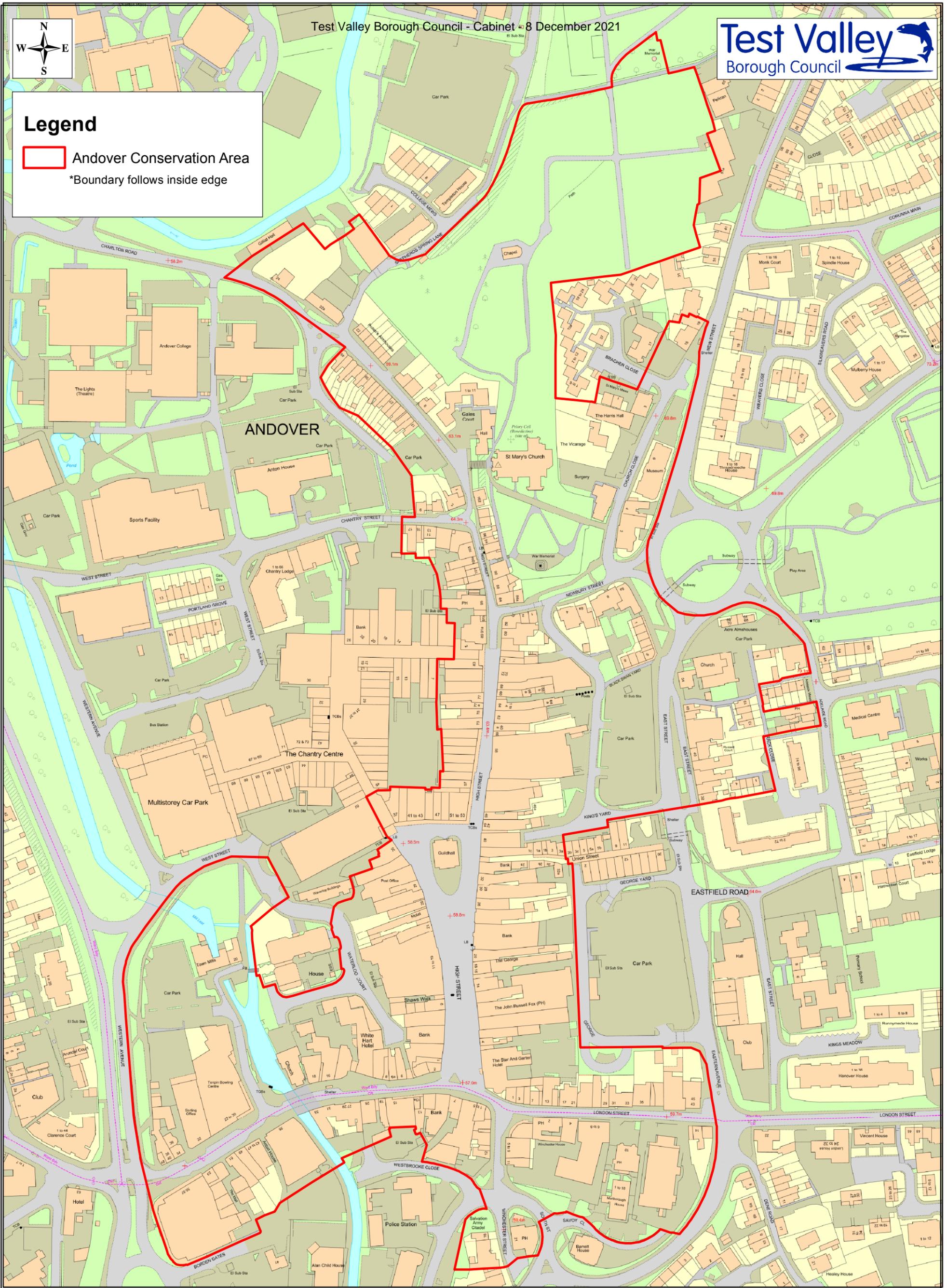
*View looking south-east across George Yard car park*





Legend

-  Andover Conservation Area
- \*Boundary follows inside edge



Scale: 1:2250@A3P  
 Date: 08/10/2021  
 Drawn: RP  
 Dept: GIS/IMT  
 Doc:

# Andover Conservation Area

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## ITEM 13

## Platinum Jubilee Celebrations

Report of the Community Leisure & Tourism Portfolio Holder and the Democracy & Governance Portfolio Holder

### Recommended:

1. That the proposed programme of events to celebrate Her Majesty's Platinum Jubilee as set out in section five of the report be approved.
2. That £200,000 be added to the Capital Programme for two public art commissions to commemorate Her Majesty's Platinum Jubilee, to be funded from New Homes Bonus Reserve.
3. That the application fee for a temporary road closure for public events be waived for those applications that demonstrate that their event is for the purposes of celebrating Her Majesty's Platinum Jubilee from 2 June 2022 through to 5 June 2022.

### Recommended to Council

#### SUMMARY:

- Her Majesty The Queen will celebrate her Platinum Jubilee, seventy years of service, during an extended bank holiday weekend of events and activities from 2–5 June 2022.
- Alongside promotion of national schemes to communities across the borough, a series of local initiatives and events will be encouraged and supported. It is also proposed that a number of activities be promoted by the Borough Council to complement the broader programme of events to allow the communities of Test Valley to honour The Queen and her years of service.
- In doing so, it is proposed that as well as smaller scale and one-off events, a long standing tribute and lasting legacy be developed to mark the historic milestone for generations to come.

### 1 Introduction

- 1.1 In 2022, Her Majesty The Queen will become the first British Monarch to celebrate a Platinum Jubilee, seventy years of service, having acceded to the throne on 6 February 1952 when Her Majesty was 25 years old.
- 1.2 There are a range of national schemes for individuals, schools, community groups and larger organisations to become involved with to mark the occasion.
- 1.3 As well as national schemes that the Council will play a role in encouraging local communities to consider through appropriate communications, there are range of activities proposed which the Council may lead on.

## **2 Background**

- 2.1 Throughout 2022, Her Majesty and members of the Royal Family will travel around the country to undertake a variety of engagements to mark this historic occasion culminating with the focal point of the Platinum Jubilee Weekend in June.
- 2.2 An extended bank holiday, from Thursday 2 to Sunday 5 June, will provide an opportunity for communities and people throughout the United Kingdom to come together to celebrate the historic milestone. The four days of celebrations will include public events and community activities, as well as national moments of reflection on The Queen's 70 years of service.
- 2.3 In order to complement national events and allow the communities of Test Valley to express their appreciation of The Queen and her service to the country, a programme of Council-lead initiatives is proposed alongside provision of support for local organisations and groups who wish to mark the occasion in their own way.

## **3 Corporate Objectives and Priorities**

- 3.1 The Council's Corporate Plan 2019-2023 Growing Our Potential, includes four strategic aims for the Council over the Plan's four-year period and beyond. The focus of the priorities is growing the potential of town centres, communities, people and the local environment. The programme of events set out in this report supports all of the objectives in the corporate plan, bringing communities together to celebrate an historic occasion of national significance.

## **4 Consultations/Communications**

- 4.1 Initial discussions have taken place with Andover Town Council, the BID and Romsey Town Council, to ensure that planned events across the bank holiday weekend are coordinated and complement each other.
- 4.2 Going forward it is proposed that the Council will continue to work with these and other stakeholders to coordinate events and offer support where it can.
- 4.3 Appropriate communications will be developed to promote both national and local initiatives to communities across the borough.

## **5 Options**

- 5.1 There are a number of projects and initiatives set out below that it is suggested the Council leads to mark the Platinum Jubilee and bring communities together in celebration as well as creating a lasting legacy.
- 5.2 As well as leading a bespoke programme of events the Council had already begun working with, and will continue to work closely with partners and communities, to ensure that events planned across the borough are coordinated and complement each other.

- 5.3 This approach will ensure that communities are able to take forward their plans with support from the Council and that as many people as possible are able to join in local events and celebrate the historic milestone.

**Specific proposals for consideration include;**

Flag Flying

- 5.4 Flags bearing the official Platinum Jubilee Emblem will be flown on all four Test Valley Borough Council flag poles over the bank holiday weekend.

Jubilee Church Service

- 5.5 The Annual Civic Service hosted by the Mayor of Test Valley will be held during the Jubilee Bank Holiday weekend. The service will be followed by a reception and will be an opportunity to honour Her Majesty's service.

Mayor's Tea Party

- 5.6 The Mayor will host an afternoon tea party or number of tea parties. The invitation for these events will be aimed at residents from the borough who remember the coronation.

School Competition

- 5.7 A competition will be held across Test Valley Schools inviting entries from school children to design an official card which will be sent to the Queen from The Mayor on behalf of all residents in the borough.

Tree Planting

- 5.8 The national Queen's Green canopy is a scheme to honour the monarch's 70-year reign. <https://queensgreencanopy.org/> The scheme encourages individuals and groups to plant trees and the creation of platinum jubilee copses on council land in order to honour Her Majesty.

Planting schemes

- 5.9 The Council's existing hanging baskets and troughs will be coloured appropriately to mark the Jubilee for the year 2022. In addition to existing vibrant displays, prominent locations will include purple planting to marry with the official jubilee emblem.

Road Closures

- 5.10 To help the neighbourhoods and communities facilitate local celebrations such as street parties, road closure fees shall be waived for those applications that can demonstrate that they are holding a local event for the purposes of marking the Platinum Jubilee over the extended bank holiday weekend.

### Beacon Lighting Ceremony

- 5.11 On Thursday 2 June, the United Kingdom's long tradition of celebrating Royal Jubilees, Weddings and Coronations with the lighting of beacons will be continued to mark the Platinum Jubilee. Communities will be encouraged to join in the celebrations by lighting existing permanent or temporary beacons at 9.15pm on 2 June 2022.

### Public Art Dedication

- 5.12 To commission two bespoke and inspiring public art works to commemorate the Queen's Platinum Jubilee in 2022. The artworks will celebrate the theme of seventy years of service and the Queens connections to Test Valley. Artworks will be located in Andover and Romsey, the locations proposed are Pocket Park in Andover and War Memorial Park in Romsey.
- 5.13 Artists from across the country will be invited to apply and a commissioning panel of stakeholders will work together through a staged process to select appropriate artists for each town. The commissioning panel will review applications against the Artist Brief (see appendix 1) including the aims of the TVBC Public Art Strategy which are; accessibility, aesthetic integrity, relationship to place and people and inclusivity.
- 5.14 The funding of £200,000 (£100,000 per commission) to be allocated from the New Homes Bonus Reserve. This includes fees for stage 2 artist applications, then lead artists' time in planning and research, design and fabrication. It also includes an allocation of fees towards any required permissions, community workshops and unveiling events.
- 5.15 The timescales are set out in the brief and on approval we would launch the commission at the start of the Platinum Jubilee year February 2022. Allowing 3 months for the full two stage recruitment process. Artists will be contracted in summer 2022 and the aim is to install the artworks in the spring of 2023.

## **6 Options and Option Appraisal**

- 6.1 Option one is to approve the proposed programme of events as set out in section 5 of the report along with the associated costs. This is the recommended option.
- 6.2 The proposed projects and initiatives have been developed in order to provide a coordinated and complementary programme of events that align with national initiatives and proposed projects being taken forward by local stakeholders.
- 6.3 The proposed programme will allow communities across the borough to take forward their own plans with support from the Council to mark the occasion how they wish as well as offering them the opportunity to be part of broader Council initiatives that aim to bring groups together to celebrate.
- 6.4 Option two is to not approve the proposed programme of events as set out in section 5 of the report. This is not recommended.

- 6.5 The proposed programme of events aims to allow communities to better access events, express their appreciation of Her Majesty and feel they are part of a nationally historic occasion.
- 6.6 Option three is to approve some but not all of the proposed programme of events as set out in section 5 of the report or to approve other proposals for projects. This is not recommended.
- 6.7 Should other projects be put forward for consideration, further work would be required to understand the practicality, associated risks and any legal and/or financial implications of any such projects before the Council would be able to commit to them.

## **7 Risk Management**

- 7.1 An evaluation of the risks indicate that the existing controls in place mean that no significant risks have been identified at this time.

## **8 Resource Implications**

- 8.1 The projects set out in paragraphs 5.4 through to 5.11 can be accommodated through existing budgets.
- 8.2 Temporary road closures for public events. It is unclear what the level of take up from communities who wish to apply for a temporary road closure will be. It is anticipated that resources required to administer any temporary road closures specifically for Her Majesty's Platinum Jubilee from 2 June 2022 through to 5 June 2022 will be managed through existing budgets.
- 8.3 Public art. The funding of £200,000 (£100,000 per commission) is recommended to be allocated from the New Homes Bonus. Ongoing maintenance costs will be requested as part of the successful artist's proposals but cannot be estimated at this stage. These costs are currently unbudgeted and will create a budget pressure that will be built into the budget at the appropriate time.

## **9 Legal Implications**

- 9.1 No legal implications have been identified.

## **10 Equality Issues**

- 10.1 No equalities issues have been identified.

## **11 Other Issues**

- 11.1 Community Safety – None.
- 11.2 Environmental Health Issues – None.
- 11.3 Sustainability and Addressing a Changing Climate – None.

11.4 Property Issues – None.

11.5 Wards/Communities Affected – All.

**12 Conclusion and reasons for recommendation**

12.1 In order to complement national events and allow the communities of Test Valley to express their appreciation of The Queen and her service to the country, a programme of Council-lead initiatives is proposed alongside provision of support for local organisations and groups who wish to mark the occasion in their own way.

<u>Background Papers (Local Government Act 1972 Section 100D)</u>			
None			
<u>Confidentiality</u>			
It is considered that this report does not contain exempt information within the meaning of Schedule 12A of the Local Government Act 1972, as amended, and can be made public.			
No of Annexes:	1	File Ref:	N/A
(Portfolio: Community, Leisure & Tourism and Democracy & Governance) Councillors D Drew and I Jeffrey			
Officer:	Emma Horbury and Dave Tasker	Ext:	8001/8801
Report to:	Cabinet	Date:	8 December 2021



## **ARTIST BRIEF**

### **Queen's Platinum Jubilee Public Art Commissions 2022**

#### **Our Vision**

To commission two bespoke and inspiring public art works to commemorate the Queen's Platinum Jubilee in 2022.

The artworks will celebrate the theme of seventy years of service and the Queens connections to the Test Valley, artworks will be located in Andover and Romsey.

Artists from across the country will be invited to apply and a commissioning panel of stakeholders will work together to select and support the chosen artists for each location.

#### **The work**

The main theme will be the seventy years of service and the Queens connections to the borough of Test Valley.

We are interested to see what form the artwork could take in terms of its functionality. We are open to ideas around sculptural work, performance areas or artwork incorporating lighting for example but applications shouldn't be restricted to these ideas alone.

The application should address what materials the work will be made with and consideration given to the use of robust sustainable materials and processes.

We would like artist to think about what the legacy of the artwork will be for future generations and how residents of Test Valley will continue to enjoy and engage with it. The artwork should be accessible and inclusive in design.

In support of our Test Valley Borough Council Public Art Strategy the commissioning panel will also review applications against the aims of the strategy which are; accessibility, aesthetic integrity, relationship to place and people and inclusivity.

### **Artist's Roles & Responsibilities**

The chosen artist will be responsible for:

- The design, fabrication and installation of the art work, including hard and soft landscaping of site.
- Providing detailed working drawings and designs for the commissioner
- Supplying the relevant information and drawings required for any appropriate planning permissions in partnership with TVBC
- Effectively managing the available budget with the steering group
- Attending regular meetings with the Arts Officer to provide updates for TVBC officers and Councillors on progress, timescales and budget
- Delivery of a suitable programme of community engagement
- Providing a full maintenance schedule and instructions
- Supplying information required for press releases and promotion

The artist will hold and provide evidence of relevant public liability insurance and professional indemnity insurance, and take responsible for any third party contractors.

### **Community Engagement**

In line with our Public Art Strategy we aim that all our public art projects involve community consultation and participation to contribute towards the collection and development of ideas and artworks. Our aim through this process is that residents and local stakeholders are fully involved in the creation of their environments and have a sense of ownership over the places in which they live. We would like to know what ideas you could bring for this element of the commission.

### **The location (TBC)**

The location are initially identified as Pocket Park in Andover and War Memorial Park in Romsey.

### **Maintenance**

The chosen artist will be expected to provide a full maintenance manual on completion of installation with clear guidelines as to the best way to maintain the artwork and any specialist treatment/knowledge that is necessary. The artist should also indicate the anticipated life span of the work and any decommissioning procedures that should be applied.

### **The Commissioning Panel**

The commissioning panel will include partners and stakeholders in each locations including

- Arts, Community and Countryside Officer
- Ward Cllr/ Portfolio Holder/ Leader
- Artist representative
- Andover College/ Romsey School Sixth Form
- Residents
- Business Rep or stakeholder from Andover Vision and Romsey Futures.

### Budget

This commission is funded through the New Homes Bonus. The project includes:  
(\*This can be removed when advertising)

£90,000 per commission (To cover all Artist's Roles and Responsibilities see above)

£5,000 community workshops and events with young people

£2,500 Artist concept fees (£500 x 5)\*

£1000 planning applications (TBC)\*

£1,500 unveiling events and commissioning panel fees\*

£95,000 is available to cover the full Artists commission and it should be noted that this includes:

- Artist time for design and drawings
- Community events and engagement
- Meetings with steering group and relevant agencies
- Fabrication, transport, installation, ground works and landscaping

### Timescales and deadlines

Due to the nature and profile of the commission the proposal is to manage the commission in two stages.

**Stage 1** – Artists are invited to express their interest with their concept and explain their own links to Test Valley

**Stage 2** – A shortlist of 5 artists will be invited to further develop ideas and concepts and present to the commissioning panel.

A fee of £500 will be made available to these artists to complete the detailed proposals.

The selected artists will be required to deliver the project by March 2023

Project Timetable outline

Action	Date or due by
Launch Commission and Call for Artists (6 weeks)	February 2022
Stage 1 application deadline	14 March 2022
Longlist decided (Arts Officer)	25 March 2022
Commissioning panel meet and decide on stage 2	31 March 2022
Invite Stage 2 applications (4 weeks)	30 April 2022
Commissioning panel meet and interview stage 2 artists	13 May 2022
Award Artist contract	20 May 2022
Contract Artist	June 2022
Artwork delivered and installed by	March 2023

## How to apply

### Stage 1

- One page of your concept for the commission
- 4 examples of previous work/ CV/ Website
- A covering letter about your links to our community and why you would like to be awarded the commission

You must present:

- A track record in commissions for the public realm and notable commissions
- Experience of community engagement within public art projects
- Experience of working within a creative team
- Evidence of the ability to produce high quality works of art
- A clear understanding of the challenges and sensitivities of the project

### Stage 2:

The five successful applicants will be required to submit the following:

- A detailed project proposal, workshop plan and timeline
- A detailed budget and contingencies
- A method statement, risk assessment
- Visualisations and other project concept aids
- An approach to engaging people across the borough
- Any outline permissions required (When required)
- An ongoing maintenance schedule

Applications should be sent by email to:

Faye Perkins, Arts Officer, [fperkins@testvalley.gov.uk](mailto:fperkins@testvalley.gov.uk)

Please call 01264 368844 if you have any questions

**Equal Opportunities**

Test Valley Borough Council is committed to providing and promoting equal opportunities in employment and service provision, eliminating discrimination, and encouraging diversity amongst the workforce. A full copy of our equal opportunities policy is attached.

**Linked documents**

1. TVBC Public Art Strategy  
<http://www.testvalley.gov.uk/resident/communityandleisure/artsandculture/publicart/public-art-strategy/>
2. Equal Opportunities Policy  
<http://www.testvalley.gov.uk/aboutyourcouncil/corporatedirection/equality---diversity/equalities/>
3. SPUD Report (Available on request or found on council website)

**ITEM 14**

**Exclusion of the Public**

**Recommended:**

**That, pursuant to Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting for the consideration of the following report on the following matter on the ground that it involves the likely disclosure of exempt information as defined in the following Paragraph of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, indicated below. The public interest in maintaining the exemption outweighs the public interest in disclosing the information for the reason given below:**

**Valley Housing Matters**

**Paragraph 3**

It is considered that this report contains exempt information within the meaning of paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended. It is further considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because the information relates to the financial or business affairs of both the Council and third parties.