



Report To:	Cabinet
Date:	24 th June 2026
Subject:	South and East Lincolnshire Traditional Building Design Guide
Purpose:	To consider the South and East Lincolnshire Traditional Building Design Guide
Key Decision:	No
Portfolio Holder:	Councillor Chris Mountain, Portfolio Holder for Infrastructure
Report Of:	Phil Norman, Service Director – Planning & Strategic Infrastructure
Report Author:	Emilie Wales, Heritage Manager
Ward(s) Affected:	N/A
Exempt Report:	No

Summary

The South and East Lincolnshire Traditional Building Design Guide. This is not a statutory document, nor is it Planning Policy, it is instead a guide to encourage thoughtful design when dealing with the historic environment. It can be used to show the councils intent and provide direction, as a placeholder while we consider a future local plan and possibility of design codes. It highlights topics such as: Design Principles, Building Elements such as; Windows, Doors, Walls, Roofs, Rainwater Goods, Finishes, Renewables, Biodiversity, Lighting, Extensions, New Builds and Shopfronts as well as a chapter on how to Submit An Application. This document is also being taken through approvals at South Holland and East Lindsey District Council's as this is a shared document.

Recommendations

That Cabinet approves the South and East Lincolnshire Traditional Buildings Design Guide attached as Appendix 1.

Reasons for Recommendations

- The document demonstrates the Council's commitment to protect and enhance the built environment of the District.
- It can be used as evidence in future Local Plan Plans and aims to support enhancement of our historic areas in line with our statutory duties through The Planning (Listed Building and Conservation Areas) Act 1990 and in line with the National Planning Policy Framework and National Planning Policy Guidance.
- The document can be used to guide building owners, developers, investors, planning applicants, agents and consultants in making informed decisions.
- The documents show why heritage should form a huge part of our future vision of our places and recognises that there are opportunities to compliment and capitalise on existing momentum and processes to deliver investment by championing heritage in our Town Centre.
- Consultation took place from November 2025 through to February 2026. It included in person events, an online questionnaire, writing to addresses affected by conservation area boundary changes, press and site notices. Overwhelmingly responses supported the need to preserve our shared heritage, and consultation has been a great opportunity to increase awareness and public participation in heritage.
- Agreeing to publish South and East Lincolnshire Traditional Buildings Design Guide will support the local planning authority's statutory duty within the 1990 Act and provides an opportunity across the partnership to provide informed and consistent advice to building owners and occupiers championing the proper repair and maintenance of historic fabric.

Other Options Considered

- Do nothing / do not approve – this would result in all works to date being abortive.
- To produce a design code – not part of this project or budget but the principles set out in this Design Guide can be used to inform a future Local Plan making and design code.

1. Background

- 1.1 The Planning (Listed Building and Conservation Areas) Act 1990 (as amended) requires the council to publish proposals to preserve and enhance its areas of special interest and pay special regard to its listed buildings and their setting. Paragraph 203 of the National Planning Policy Framework (NPPF) requires the council to set out a positive strategy for the conservation and enjoyment of the historic environment, and paragraph 206 requires any evidence gathered towards that aim to be made publicly accessible.

- 1.2 The production of The South and East Lincolnshire Traditional Design Guide not only meets the above duties but is also an action identified within the Boston Conservation Area Appraisal and Management Plan also presented at this Cabinet but subject to a separate report.

2. Report

South and East Lincolnshire Traditional Buildings Design Guide

- 2.1 The desire to improve design and prevent loss of historic fabric was not just an outcome of the Boston Conservation Area Appraisal and Management Plan but were also objectives in those carried out in East Lindsey and South Holland. Thus, it made sense to produce a SELCP wide Design Guide to address this. While the combination of heritage assets may be unique to an area, they share common problems as well as construction methods. The conservation team for the partnership has since March 2025 been shared, so efforts are being made to ensure the advice provided by the team is consistent.
- 2.2 Unlike the appraisal the South and East Lincolnshire Traditional Buildings Design Guide is not a planning document for adoption but can be used by the council to steer and support of future development and investment. It can be used to provide direction, and as a placeholder while we consider future local plan and design codes. It was born from a desire across the partnership to provide consistent and informed advice to building owners and occupiers championing proper repair and maintenance of historic fabric.
- 2.3 It includes topics such as: Design Principles, Building Elements such as Windows, Doors, Walls, Roofs, Rainwater Goods, Finishes, Renewables, Biodiversity, Lighting, Extensions, New Builds and Shopfronts as well as a chapter on how to Submit an Application. The document is long, it is not designed to be printed or read all together it is created online in a way that you would open it and go straight to the section you require such as 'windows' or 'shopfronts'.
- 2.4 Historic buildings exist throughout our aera, not just inside our conservation areas. For this reason, the design guides focus is on traditional buildings not just properties within conservation areas so that it can be of assistance to the largest possible audience.
- 2.5 The South and East Lincolnshire Traditional Design Guide has been created with the National Design Guide (2019) principles in mind and mimics its circular approach. Traditional buildings and areas are increasingly coming under pressure of development, for example changes to our highstreets and the recent drive for energy efficiency often requiring careful consideration to avoid harm. In part the speed of change has also resulted in the loss of traditional knowledge and skills needed to preserve historic fabric. This design guide seeks to provide a basic level of understanding in the hope that these features can be conserved, so that they can be enjoyed for their contribution to the quality of life of existing and future generations, a notion championed in paragraph 202 of the National Planning Policy Framework.

Public consultation

2.6 Public consultation for the Conservation Area Appraisals and Management Plans and the South and East Lincolnshire Traditional Buildings Design Guide was combined to provide a more robust and interesting discussion, taking place over all three councils. In Boston consultation began on 5th November and included the following activities:

- Writing to the addresses considered for boundary changes (addition and exclusion from the conservation area) and providing Site Notices and a local Press Notice.
- All documents were available to view online on council and partnership consultation pages alongside a questionnaire and on the planning search pages under reference B/25/0428.
- A hard copy of each document was available on request.
- An in person public event was held in the Municipal Offices on the 20th November 2025. Invites were included within the letters sent, within the planning application documents online and on social media channels.
- Officers direct contact details were shared with anyone who was unable to attend the events and/or wished to discuss the documents separately.
- Officers have also attended a number of meetings of the Boston Heritage Forum and Civic Trust to provide updates.
- Most recently the final documents were taken to The Joint Strategic Planning Policy Committee on Wednesday 27th May, where the documents received support.

2.7 All responses received were considered for incorporation into the final versions of the documents. A redacted version of comments and changes made can be found in Appendix 2.

3. Conclusion

3.1 The documents have undergone full public consultation and the comments received during consultation have been considered and where possible incorporated into the final documents. The documents and recommendations fulfil the council's duties under The Planning (Listed Buildings and Conservation Areas) Act 1990 and is in line with paragraph 206 of the National Planning Policy Framework to make information about the historic environment, gathered as part of policy-making or development management, publicly accessible.

Implications

South and East Lincolnshire Councils Partnership

Approval of the South and East Lincolnshire Design Guide will also be sought from East Lindsey District and South Holland District Councils.

Corporate Priorities

These documents support investment in our communities. They also form part of the Local Plan evidence base.

Staffing

None.

Workforce Capacity Implications

None.

Constitutional and Legal Implications

None.

Data Protection

None.

Financial

None.

Risk Management

Approval of these documents reduce the risk of non-compliance to relevant legislation.

The extensive consultation and engagement with stakeholders undertaken in the process of preparing these documents has minimised the risk of lack of stakeholders buy-in.

Stakeholder / Consultation / Timescales

Public consultation on the Conservation Area Appraisals began in Boston on 5th November, included writing to the addresses considered for boundary changes (addition and exclusion from the conservation area). Providing Site Notices around each of the areas and a local Press Notice. All of the documents were available to view online on each of the councils consultation pages and on the planning search pages under reference B/25/0428. A hard copy of each document was available on request. An in person public event was held at the Municipal Offices on the 20th November 2025, invites were included within the letters sent, within the planning application documents online, on social media and direct emails. Officers direct contact details were shared with anyone who was unable to attend the event and/or wished to discuss the document separately. Following consultation amendments were made in line with comments received and the final version of the documents taken to a public meeting of the Joint Strategic Planning Policy Committee on the 27th May 2026. As public decision at Cabinet the item is included on the forward plan.

Reputation

Approval of these documents are expected to enhance the Council's reputation by demonstrating commitment to protect and enhance our built heritage and environment.

Contracts

None.

Crime and Disorder

None.

Equality and Diversity / Human Rights / Safeguarding

None.

Health and Wellbeing

None.

Climate Change and Environment Impact Assessment

None.

Acronyms

None.

Appendices

Appendices are listed below and attached to the back of the report:

Appendix 1 [South and East Lincolnshire Traditional Buildings Design Guide](#)

Appendix 2 Summary of Changes

Background Papers

None

Chronological History of this Report

A report on this item has not been previously considered.

Report Approval

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