

REPORT TO: Cabinet
LEAD OFFICER: Joint Director of Planning

28th September 2023

Local Heritage List

Purpose

1. To establish the basis for a local list of Buildings of Local Interest across South Cambridgeshire District.
2. This is a key decision.

Recommendations

3. That Cabinet:
4. a) notes the progress made on the County-wide Local Heritage List Project (LHLP)
5. b) agrees that consultation is now carried out with owners of the buildings identified for inclusion within the Local List of Buildings within South Cambridgeshire District
6. c) Delegates to the Joint Director of Planning decisions to include and/or make changes the Local List following the consideration of responses received during the consultation period.

Reasons for Recommendations

1. SCDC does not currently have a process in place for the adoption of Buildings of Local Interest (BLIs) to recognise the significance of such non-designated heritage assets to the local environment/communities or to support policy NH/14 (Heritage Assets) in the SCDC Local Plan 2018 and its successor in line with the National Planning Policy Framework (NPPF).
2. Greater Cambridge Shared Planning has been collaborating with Cambridgeshire County Council and the other district Councils in Cambridgeshire to create local lists of heritage assets that are important to each of these areas. The project has generated a list of nominations for a local heritage list.
3. The proposal includes the alignment of processes for South Cambridgeshire District Council (SCDC) and Cambridge City Council (CCC). The Local Heritage List Project (LHLP) has been an opportunity to establish a Local List for SCDC and to enhance the existing CCC list according to a unified set of criteria across the wider area.
4. Consultation with owners of buildings that have been put forward will give them the opportunity to respond to the nominations.

Background

1. National Planning Policy Guidance (NPPG paragraph: 039) includes that: “It is important that all non-designated heritage assets are clearly identified as such. In this context, it can be helpful if local planning authorities (LPA) keep a local list of non-designated heritage assets, incorporating any such assets which are identified by neighbourhood planning bodies.
2. LPAs should also ensure that up to date information about non-designated heritage assets is included in the local historic environment record.
3. SCDC has not to date had a Local List of buildings of Interest. This County wide project has enabled SCDC to now do this in parallel with other districts to ensure we are following best practice across the County in a consistent manner.
4. Local Listing first and foremost recognises the special historic or architectural interest and significance of a heritage asset to its local area and its character. Predominantly, it refers to buildings, but also to other types of structure such as boundary walls, bridges, telephone boxes etc.
5. Inclusion of the properties within the list does not put in place any further obligations on the owners. They can still make alterations to a home, or site, as they can without the designation.
6. The benefit of having a Local list is that it enables a LPA and applicants/ developers to know what is held of local interest and is valued by the local community. Heritage asset included on a Local List is a heritage asset that has been determined to be of local interest and significant and as such meriting consideration during the planning process. This means that it can be considered against heritage planning policies when an application that would affect its significance is received by a Local Authority. This does not prevent change, however, helps ensure that the significance of the asset is recognised.
7. Policy NH/14 (Heritage Assets) in the SCDC Local Plan 2018 details how to “sustain and enhance the special character and distinctiveness of the district’s historic environment including its villages and countryside and its building traditions and details” and includes “non-designated heritage assets” (including BLIs).
8. A Local Heritage List Project for Cambridgeshire is being carried out as a result of an invitation by the Ministry of Housing, Communities and Local Government (MHCLG) - now the Department for Levelling Up, Housing and Communities (DLUHC) – to Councils in England to create pilot projects to identify local heritage assets on a consistent basis.
9. The Cambridgeshire project was proposed by six Local Authorities - The County Council (which hosted it), and the five District/City Councils. The joint bid successfully secured Government funding of £69,995 to establish the website and software platform; to fund a project development officer; and towards community/volunteer outreach. This was largely undertaken during 2022.
10. A project officer (hosted by Cambridgeshire County Council) was recruited in 2021 to co-ordinate volunteers and to promote the project. A particular success of the LHLP was the programme of engagement undertaken by the project officer, particularly in the face of COVID restrictions during the funded project period. The project officer attended events and arranged meetings for local history and social groups. This

helped to build relationships in the community and to reach audiences that do not normally engage with heritage.

11. The project also funded a website launched in January, for nominations (<https://local-heritage-list.org.uk/cambridgeshire>) with guidance on how to get involved and nominate buildings and heritage assets to be considered for the Local Lists to recognise their importance. Members were notified and there was considerable interest in the local press and mentions on BBC Radio Cambridgeshire.
12. Parish councils were emailed with a poster in January 2022. This was followed up in July with an update email, which generated significant renewed interest in the project. Cambridgeshire and Peterborough Association of Local Councils (CAPALC) was also contacted and Greater Cambridge Shared Planning (GCSP) directed those parishes developing Neighbourhood Plans to the criteria guidance section of the Local Heritage List platform (LHLHP) when considering non-designated heritage assets.
13. Ten volunteers came forward to provide nominations for the LHLHP - after seeing the opportunity through social media posts, or following talks given by the Project Officer. They were given training via one-to-one sessions, website resources and a volunteer 'meet-up' in Fenstanton.
14. As of early August 2023 there were 527 nominations for SCDC on the platform. Of these, 137 are assessed and ready to be incorporated onto the List (status = candidate ready); 199 are pending assessment/review (status = Candidate (work in progress)); a further 170 nominations require more detail (Status = Pre-candidate). 4 have been rejected and 17 have been deleted. The deletions are related to duplicates and data cleansing as part of the import. The platform will also incorporate existing assets from East Cambs DC's list (adopted 2017) and Cambridge City Council's existing list of Buildings of Local Interest (adopted 2006).
15. The majority of nominations In South Cambridgeshire district are of buildings such as houses and chapels, but also include for example, a cemetery (Melbourn), a village sign (Six Mile Bottom), a waterpump (Waterbeach), and a bridge/railings (Little Shelford).
16. The project has successfully addressed its main objectives; to agree standard criteria and assessment of NDHA and to lay the foundations for the adoption of Lists across the county, capturing the uniquely local heritage the areas possess.
17. A project summary event was held on 1st November 2022 in Cambridge Central Library and attended by Lead Cabinet Member for Planning, Cllr Dr.Tumi Hawkins and a representative from DLUHC to celebrate the work of the volunteers and to showcase the project.

Next Steps

18. The next steps are to formally adopt the process for Local Listing and to carry out consultation on buildings that have been successfully nominated so far. Owners will be notified that a building will be included in the Local List and invited to respond within four weeks of the notification. Responses will be encouraged to be relevant to the selection criteria and all responses received will be fully considered before an asset is included in the District's Local list.
19. It is also intended to send on update on the Local List project to Parish Councils to report the progress; advise that consultation will be taking place; and to reiterate that there is a process available to them/the public.

The Process for Local Listing.

20. Nominations with supporting information are made on the LHLHP website.
21. The same process and criteria will be used across Cambridgeshire.

22. The criteria for assessing potential assets across Cambridgeshire have been established by the project team and are based on the latest Historic England Local Heritage Listing guidance. An assessment scores an asset against criteria comprising: archaeological interest; architectural & artistic interest; group value; historic interest; rarity; and whether an asset is a landmark. These criteria are expanded in the appendix to this report and are also on the LHLP website. A sample scoring sheet is also included in the appendix.
23. Nominations are assessed by a panel of archaeological and historic environment officers against each criterion and scored accordingly. Scores are aggregated and if assets reach the minimum agreed threshold score for selection, the nomination is considered as included in the Local List, subject to the list being adopted by the relevant district authority/Director of Planning. This method of review has allowed for broad discussion and external scrutiny, whilst retaining the local focus for each district.
24. It is intended that this process created as part of the LHLP will be utilised to add the buildings within Cambridge City to the existing City list and so to ensure that there is a consistent approach across both areas.
25. The Local List is intended to remain open and active and is not considered to be exhaustive - further candidates for Local Listing may come forward. As and when and if they do, this process will allow for change to be recorded, for new assets to be recognised or for existing assets to be reassessed should more information come to light. The site is linked to the Cambridgeshire Historic Environment Record database, which is a user-friendly repository for text, documents and photographs, based on digital mapping. This will help make all local lists across the County far more accessible.
26. It is proposed that authority to accept additions to the SCDC Local List (or removals from it if new information arises) is delegated to the Joint Director of Planning - as it is already at Cambridge City Council.

Options

27. Having joined this County wide project, the Council needs to decide what to do with the nominations had have been received.
28. Options include setting up a standalone list or to align the mechanism for adopting buildings, identified against a set of criteria, onto the established Local List (Buildings of Local Interest) used by other Councils including Cambridge City Council which makes for a consistent, efficient process.

Implications

29. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, the following implications have been considered: -

Financial

30. The pre-existing annual Service Level Agreements for the provision of Archaeological Services between the County Council and District Councils will now include delivery of the Local Listing platform website on behalf of each of the five District authorities. Development and content creation for the platform website was included as part of the Project Officer's remit during the 12 months of funded project. The ongoing officer support of the website will continue to be funded by County Council budget and managed by the County Historic Environment Team. The SLA yearly input per authority (represents a 16.6% split between the 6 authorities involved as the County Council also pays for a portion) being £1080 inclusive of VAT per authority.

Staffing

31. Officers in the Historic Environment team of Greater Cambridge Shared Planning have taken part in the nominations assessment work using existing resources and within existing budgets. The remaining work to take the Local List through to adoption will be undertaken in the same way.

Risk Management

32. No significant risk.

Climate Change

33. The promotion of the Local List supports sustainable development and retention and use of existing buildings and other assets of local merit.

Consultation responses

34. No formal consultation has been undertaken yet That will be the next step. This report aims to establish a coherent approach to the Local List over the Greater Cambridge area with owners of buildings affected being notified and given an opportunity to respond once the process has been adopted. Responses would be encouraged to be relevant to the selection criteria and all responses received will be fully considered before the asset is considered for inclusion on the Local list. Objections that demonstrate new/additional information under the selection criteria and therefore require a reassessment, could result in the nomination not being included in the Local List.

Background Papers

Where [the Local Authorities \(Executive Arrangements\) \(Meetings and Access to Information\) \(England\) Regulations 2012](#) require documents to be open to inspection by members of the public, they must be available for inspection: -

- (a) at all reasonable hours at the offices of South Cambridgeshire District Council;
- (b) on the Council's website; and
- (c) in the case of documents to be available for inspection pursuant to regulation 15, on payment of a reasonable fee required by the Council by the person seeking to inspect the documents at the offices of South Cambridgeshire District Council.

Cambridgeshire's Local Heritage List project website:

<https://local-heritage-list.org.uk/cambridgeshire>

Cambridge City Council Buildings of Local Interest:

<https://www.greatercambridgeplanning.org/media/1472/buildings-of-local-interest.pdf>

Historic England Guidance on Local Listing:

<https://historicengland.org.uk/images-books/publications/local-heritage-listing-advice-note-7/heag301-local-heritage-listing/>

South Cambridgeshire District Council Local Plan (2018)

<https://www.scambs.gov.uk/media/17793/south-cambridgeshire-adopted-local-plan-2018.pdf>

Cambridge City Council Local Plan (2018)

<https://www.cambridge.gov.uk/media/6890/local-plan-2018.pdf>

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