

**Committee: Cabinet**

**Agenda Item**

**Date: 10<sup>th</sup> July 2017**

**11**

**Title: Local Heritage List of Non-designated Heritage Assets.**

**Portfolio Holder: Councillor S Barker**

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## **Summary**

1. This report serves to introduce Cabinet to the Local Heritage List of non-designated heritage assets in Uttlesford, and seeks to gain approval for the selection criteria and methodology proposed to implement and manage this project.

## **Recommendations**

2. That the proposed selection criteria and methodology are approved for publication, along with the nomination form which will be made available via the Council's website, and that the proactive work to compile and manage the Local Heritage List is endorsed.

## **Financial Implications**

3. The project will be managed internally and aside from officer time to compile and update the list, update the website and travel costs associated with presenting the Local Heritage List at parish council meetings, if appropriate, there will be little outlay. There may be nominal printing costs for nomination forms as requested by the public.  
If any action is taken which would have a financial impact which requires Cabinet approval, this will be sought prior to any action taking place.

## **Background Papers**

4. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.
  - Historic England Advice Note 7 – Local Heritage Listing, 2016

## **Impact**

- 5.

Communication/Consultation	This document will be placed on the Uttlesford District Council website.
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Community Safety	None
Equalities	None
Health and Safety	None
Human Rights/Legal Implications	None

6. This report and the attached document provide an introduction to the Local Heritage List including its purpose, benefits to the Authority and its limitations.
7. The supporting document sets out the proposed selection criteria, against which all nominated assets will be considered and weighed. Nominated assets will need to meet a minimum of two criteria to be eligible for inclusion.
8. The list will be compiled of assets both within and outside of the 37 Conservation Areas within the district. Those highlighted as part of the Conservation Area Appraisals as making a positive contribution to the character of the area will automatically be considered against the criteria. The number of such assets stands at 417.
9. Once approved by Cabinet, the Council's website will be updated to introduce the agreed criteria for local listing, and an online nomination form, where members of the public and Parish/ Town councils will be able to nominate assets for inclusion on the list.
10. There will be an initial period of review, and a list published in the coming months. Following this, nominations will still be accepted, and a panel will be established internally to meet periodically to review new applications, in accordance with the approved selection criteria. The suggested period for review is on a 6 monthly basis at present; however, this may be adjusted depending on the volume of nominations received.
11. The outcome of all nominations will be made public on the website for transparency, and an updated list published in accordance with the timescale above.
12. The process, methodology and selection criteria for the Local Heritage List is written in accordance with, and takes reference from, Historic England Advice Note 7: Local Heritage Listing, 2016

## Risk Analysis

	Likelihood	Impact	Mitigating actions
Possible inaccuracies in data	1	1	Update as necessary if discrepancies are identified.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.