

**Local List Adoption: Waterside Chalets**  
Report by Historic Environment Manager and Planning Officer

<b>Summary:</b>	<p>The purpose of this report is to give Members the opportunity to consider the formal adoption of 58 Waterside Chalets on the Local List as recommended by officers and by the Heritage Asset Review Group (HARG) and the Planning Committee.</p> <p>The identification and formal adoption of Locally Listed Buildings is in line with Government guidance and is a continuing process.</p>
<b>Recommendation:</b>	<p>That the buildings recommended for inclusion on the Broads Local List be formally adopted and the owners notified.</p>

## **1 Introduction**

- 1.1 An essential part of the Authority's work is supporting the protection and enhancement of the Broads' rich and varied architectural heritage. Historic buildings are important and finite assets and often specialist technical advice is required when owners considering repairs or alterations. Many of these buildings have been recognised nationally in terms of their significance and are nationally Listed.
- 1.2 There are, however, many buildings and structures of historic quality within the Broads which may not meet the strict national criteria for listing. They are however appreciated by local people for many reasons and contribute to the local character through their appearance or historical associations. These buildings can be identified and included in the Broads Local List of Heritage Assets. Although Locally Listed Buildings are not statutorily protected, the Local List is linked to policies in the Local Development Plan to acknowledge the asset's special qualities and importance to local people.
- 1.3 The number and breadth of these types of buildings and structures within the Broads is far ranging. The Broads Authority has therefore taken a themed approach when identifying these buildings. Previously the Broads Authority has worked with local communities and groups and identified Mills of local importance and this year Waterside Chalets have been surveyed for possible inclusion on a Local List. For full background information please see the full report to Planning Committee and HARG at **Appendix A**.

## 2 Assessment

- 2.1 The Members of the Heritage Asset Review Group (HARG) agreed in July 2014 to a survey and consultation exercise on the inclusion of Waterside Chalets on the Broads Local List. After a survey and consultation exercise, in March 2015 the HARG were presented with a report which advised that 58 Waterside Chalets were considered to be of a quality and should therefore be included on the Broads Local List. The HARG agreed with the conclusions of the report and that all 58 Waterside Chalets should be put forward to the Planning Committee. The Planning Committee agreed to formal adoption on 1 May 2015. (See Minute 11/12 of Planning Committee, Broads Authority Agenda Item No 20). For full survey and consultation methodology the full report can be seen at **Appendix A**.
- 2.2 As a result the 58 Waterside Chalets are being put to the Full Authority for formal adoption.

Background papers:	Planning Committee report dated 1 May 2015 HARG report dated 11 March 2015 <a href="#">English Heritage (2012) Good Practice Guidance for Local Heritage Listing</a>
Author:	Ben Hogg and Kayleigh Wood
Date of Report:	24 June 2015
Broads Plan Objectives:	None
List of Appendices:	APPENDIX A - Planning Committee report dated 1st May 2015 (with HARG report as an Appendix (Appendix 1))

**Broads Authority  
Planning Committee**  
1 May 2015  
Agenda Item No 12

**Local List Adoption: Waterside Chalets**  
Report by Historic Environment Manager and Planning Officer

<b>Summary:</b>	<p>The purpose of this report is to give members the opportunity to consider the formal adoption of 58 Waterside Chalets on the Local List as recommended by officers and by the Heritage Asset Review Group (HARG).</p> <p>The identification and formal adoption of Locally Listed Buildings is in line with Government guidance and is a continuing process.</p>
<b>Recommendation:</b>	That the buildings recommended for inclusion on the Broads Local List be formally adopted and the owners notified.

## **1 Introduction**

- 1.1 An essential part of the Authority's work is supporting the protection and enhancement of the Broads' rich and varied architectural heritage. Historic buildings are important and finite assets and often specialist technical advice is required when owners considering repairs or alterations. Many of these buildings have been recognised nationally in terms of their significance and are nationally Listed.
- 1.2 There are, however, many buildings and structures of historic quality within the Broads which may not meet the strict national criteria for listing. They are however appreciated by local people for many reasons and contribute to the local character through their appearance or historical associations. These buildings can be identified and included in the Broads Local List of Heritage Assets. Although Locally Listed Buildings are not statutorily protected, the Local List is linked to policies in the Local Development Plan to acknowledge the asset's special qualities and importance to local people.
- 1.3 The number and breadth of these types of buildings and structures within the Broads is far ranging. The Broads Authority has therefore taken a themed approach when identifying these buildings. Previously the Broads Authority has worked with local communities and groups and identified Mills of local importance and this year Waterside Chalets have been surveyed for possible inclusion on a Local List. For full background information please see the full report to HARG at Appendix 1.

## **2 Assessment**

- 2.2 The Members of the Heritage Asset Review Group (HARG) agreed in July 2014 to a survey and consultation exercise on the inclusion of Waterside Chalets on the Broads Local List. After a survey and consultation exercise, in March 2015 the HARG were presented with a report which advised that 58 Waterside Chalets were considered to be of a quality and should therefore be included on the Broads Local List. The HARG agreed with the conclusions of the report and that all 58 Waterside Chalets should be put forward to the Planning Committee for formal adoption. For full survey and consultation methodology the full report can be seen at Appendix 1 and the Notes from HARG are available elsewhere on this Agenda (Item 13.)
- 2.3 As a result the 58 Waterside Chalets are being put to the Planning Committee for formal adoption. A presentation will be provided at the Planning Committee meeting.

Background papers: HARG report dated 11 March 2015  
[English Heritage \(2012\) Good Practice Guidance for Local Heritage Listing](#)

Author: Ben Hogg and Kayleigh Wood  
Date of report: 17 April 2015

List of Appendices: APPENDIX 1 – HARG report dated 11 March 2015

**Broads Authority  
Heritage Asset  
Review Group  
(HARG)**

2 April 2015

Agenda Item No

**Local List Adoption: Waterside Chalets**

Report by Historic Environment Manager and Planning Officer

**Summary:** Members agreed in July 2014 to a consultation exercise on the inclusion of Waterside Chalets on the Broads Local List.

The purpose of this report is to give members the opportunity to consider a summary of the responses from the consultation exercise and consider the formal adoption of 58 Waterside Chalets on the Local List as recommended by officers.

The identification and formal adoption of, Locally Listed Buildings is in line with Government guidance and is a continuing process.

**Recommendations:**

- (i) That the consultation response be noted.
- (ii) That the buildings recommended for inclusion on the Broads Local List be formally adopted and the owners notified.
- (iii) The appropriate level of information held on chalets which should be made available to the public be agreed.
- (iv) Options for a formal recognition of inclusion on the Local List i.e. a plaque scheme be agreed.

**1 Introduction**

- 1.1 An essential part of the Authority's work is supporting the protection and enhancement of the Broads' rich and varied architectural heritage. Historic buildings are important and finite assets and often specialist technical advice is required when owners considering repairs or alterations. Many of these buildings have been recognised nationally in terms of their significance and are nationally Listed.
- 1.2 There are, however, many buildings and structures of historic quality within the Broads which may not meet the strict national criteria for listing. They are however appreciated by local people for many reasons and contribute to the local character through their appearance or historical associations. These buildings can be identified and included in the Broads Local List of Heritage

Assets. Although Locally Listed Buildings are not statutorily protected, the Local List is linked to policies in the Local Development Plan to acknowledge the asset's special qualities and importance to local people.

- 1.3 The number and breadth of these types of buildings and structures within the Broads is far ranging. The Broads Authority has therefore taken a themed approach when identifying these buildings. Previously the Broads Authority has worked with local communities and groups and identified Mills of local importance and this year Waterside Chalets have been surveyed for possible inclusion on a Local List.
- 1.4 Waterside Chalets are particularly distinct to the Broads and contribute significantly to the wider character of the area. They tell us a lot about the evolving history of the Broads and changing social fashions. As land prices rise and the area becomes more desirable there is an increasing pressure to significantly alter or replace these structures with something larger and/or more permanent in construction. Given their contribution to the wider Broads setting it is considered beneficial to acknowledge and celebrate the best local examples. It is also considered that there may be examples of chalets within the Broads area which may be of sufficient historic significance to be included on the National List. These would be identified as part of any survey process.
- 1.5 After agreement with HARG, the Waterside Chalets of the Broads considered to be of significance have been identified and a consultation exercise with owners of the assets undertaken. 58 Waterside Chalets are now being put forward for inclusion on the Broads Local List.

## **2 Identification, survey and consultation exercise.**

- 2.1 In September 2014 stakeholders were asked to formally nominate chalets which they believed may meet the criteria for Local Listing. A nomination form which highlighted the assessment criteria was sent to a number of relevant groups including: Chalet Owners, Parish Councils, Local Historic Societies, Broads Authority Officers, Broads Authority Volunteers, Planning Agents and Boatyards. 5 Nominations were put forward by the public. Officers also made their own recommendations.
- 2.2 A long list of Waterside Chalets to survey was created through the nomination process and recommendations by officers. Officers also visited known concentrations of chalets by boat to add chalets to the list. From this long list of chalets, a more detailed visual survey of the chalets was undertaken in order to map them and assess their significance.
- 2.3 To achieve consistency the survey was undertaken using the Locally Listed Building process as outlined by English Heritage. English Heritage recommends set criteria to be established and each chalet assessed against the set criteria (2012). The set criteria used to assess each chalet was as follows:  
Age  
Integrity

Historic Association  
Architectural/Aesthetic Value  
Evidential Value  
Social Value  
Landmark Status  
Group Value

- 2.4 Some of the chalets on the long list were not considered to meet the criteria for local listing and were therefore discounted leaving 58 chalets being put forward for formal adoption on the final short list (Please see Survey Sheets at **Appendix B**).

#### Consultation

- 2.5 A more targeted consultation then took place, which is described in further detail below.
- 2.6 In January 2015 the owners of the chalets on the short list received their second consultation and were made aware of the possible inclusion on the local list. Owners were asked for their comments on possible inclusion, the accuracy of the survey sheets and thoughts on a plaque scheme. A summary of the responses are outlined below at **Appendix A**.
- 2.7 The Authority received 21 responses with regard to owner's thoughts on the inclusion on the Local List. 16 of the responses were positive, 2 were neutral and 3 were negative.
- 2.8 Some responses suggested additions and alterations to the survey sheets and these have been undertaken where appropriate, as outlined in the table at **Appendix A**.
- 2.9 Of the 21 responses received 9 people included comments on the plaque scheme. Of the 9 comments, 5 were positive and 4 were negative.
- 2.10 7 owners expressed concerns regarding how publically available the information of their property would be and what level of information would be available.

### **3 Assessment**

#### Inclusion

- 3.1 As a result of the survey work it is considered that 58 Waterside Chalets (at **Appendix B**) meet the criteria for local listing as outlined in the guidance produced by English Heritage and therefore merit being put forward for formal adoption on the Broads Local List.
- 3.2 A reasonable level of response to the consultation was achieved with 36% of those consulted responding.

- 3.3 A large percentage of the responses received were positive or neutral towards inclusion on the Broads Local List which highlights further support from stakeholders for their inclusion. Of the total responses received 76% positively supported inclusion, 10% were neutral with 14% responding negatively.
- 3.4 As outlined above 3 negative responses were received. The negative responses highlighted that the owners of these properties do not want their properties to be included on the list, namely:

Coltishall

Boatshed and Kiosk on Coltishall Common

Hickling

Turner's Hut and Green Boatshed/Games Room

Potter/Thurne Bungalows

The Thatched Cottage

The above responses can be seen in more detail at **Appendix A** and the individual properties can be seen at **Appendix B**. Whilst the consultation responses are acknowledged, it is not considered that the responses raise material points which would warrant omission of the properties from the Local List. Following assessment against the English Heritage Guidance it is considered that the properties do meet the criteria for Local Listing as highlighted on their individual survey sheets and it is therefore recommended that the properties listed above are included on the Local List.

- 3.5 As highlighted above, a number of consultees highlighted concerns regarding the level of information which would be made available to the public. Their concerns are acknowledged and given the vulnerability of the properties and remote locations. These concerns are explored in detail below.

Plaque Scheme

- 3.6 In terms of the plaque scheme, the response rate was lower with a marginal majority of respondents in favour of the scheme. However, English Heritage do advise that a plaque scheme can work to incentivise people to appreciate and understand their historic environment. It is thought that the scheme may become more popular as more buildings are included on the list and it becomes more well-known.
- 3.7 Given the relatively low response rate and the marginal majority supporting the scheme. It is considered that a plaque acknowledging the fact the asset is locally listed is something that is offered optionally to owners, at the time letters of notification of inclusion on the Local List are sent.

Level of information made publically available

- 3.8 A number of respondents expressed concerns that an inappropriate level of information regarding their property might be made publically available as a



result of inclusion. There were specific concerns that residents privacy might be compromised by publication of photographs or specific locational information particularly map information was made available.

- 3.9 These concerns are recognised and with residential property it is acknowledged that there are certain sensitivities surrounding residential property that would not for example apply to unoccupied Mill structures.
- 3.10 The level of information currently published as regards locally listed structures is for each entry – the Parish, address and a short statement of significance rather than the full detailed survey sheets, photographs or location maps.
- 3.11 It is considered that this level of information is appropriate as it is sufficient to identify an asset as being included on the list gives a brief synopsis of its significance, without including data which may compromise the privacy of individual owners.
- 3.12 It is therefore considered reasonable to only show the list of properties on the public website along with the brief synopsis of significance. The survey sheets with in-depth information will be for internal use only. It is also considered that an informative should be included on the website which highlights that the properties are in private ownership and not open for public viewing.

#### Submission of best examples for the National List.

- 3.13 An aspiration of the survey work on was to identify if there were any chalets which were of sufficient heritage significance to be considered for inclusion on the National List compiled by English Heritage.
- 3.14 On completion of the survey approximately 6-10 chalets have been identified as having potential for inclusion on the National List. Following the adoption of the local list it is considered that these examples should be subject to further research and assessment, and following this a request for inclusion on the National list be put forward to English Heritage.
- 3.15 It is suggested that this group of chalets be subject to further reports to Members prior to any application for inclusion is sent to English Heritage.

## **4 Continuing Appraisal Work**

- 4.1 The local list is envisaged as an ongoing process in line with Government guidance. The NPPF acknowledges the importance of non-designated Heritage assets in the historic environment. The continuing identification of further thematic groups of assets is therefore considered a continuing priority in terms of the management of the historic environment of the Broads.

## **5 Financial Implications**

- 5.1 There are financial implications for both the adoption of the waterside chalets and continuing identification of future thematic groups for inclusion on the local list.
- 5.2 The offer to provide a plaque recognising inclusion on the local list is a specific cost. Initial research suggests that the cost of a plaque of the type recommended by English Heritage - a simple inscribed disc – would be in the region of £50 per unit (subject to design and manufacturer). This would give a cost of £2900 if all 58 assets identified took up the offer of a plaque.
- 5.3 The continuing cost of appraisal work also represents a cost to the Authority in terms of officer time - both in the survey work and the production of information. It is considered however having identified the significance of assets and having that information available will assist in the assessment of future applications. Furthermore the identification of the significance of these assets provides a tangible benefit to the understanding of the Cultural Heritage of the Broads. It is therefore considered that these benefits outweigh the costs of the survey and appraisal work.

## **6 Conclusions and Recommendations**

It is therefore concluded and recommended that:

- (i) That all 58 waterside chalets recommended for inclusion on the Broads Local List be formally adopted and the owners notified.
- (ii) The appropriate level of information held on chalets which should be made available to the public to be agreed. Giving the level of concern expressed by consultees, officers recommend that a list of properties be available on the website and the additional information be available to officers only.
- (iii) Options for a formal recognition of inclusion on the Local List i.e. a plaque scheme be agreed. Officers recommend that the plaque scheme is explored further through the Project Development Group and that it is optional for owners.
- (iv) A further report is brought to Members regarding those chalets considered suitable for inclusion on the National List following further survey and assessment work.

Background papers: [English Heritage \(2010\) Celebrating People and Place: Guidance on Commemorative Plaques and Plaque Schemes](#)

[English Heritage \(2012\) Good Practice Guidance for Local Heritage Listing](#)

Author: Ben Hogg and Kayleigh Wood

Date of report: 11 March 2015

Appendices: APPENDIX A – Table of Responses  
APPENDIX B – Survey Sheets (Not attached due to potential sensitivities – see HARG Note 16/6 and recommendation above)

## LOCAL LIST candidates

## HARG Appendix A

Local List Candidates 2014	Response	Response Summary	BA Response	Comments on Plaque Scheme
<b>Acle</b>				
Bridge Stores	None	n/a	n/a	n/a
<b>Belaugh</b>				
Hollywood	None	n/a	n/a	n/a
<b>Brundall</b>				
Chalet at Brundall Gardens Marina	None	n/a	n/a	n/a
39 Riverside Estate (Red and White)	None	n/a	n/a	n/a
<b>Coltishall</b>				
Boatshed Coltishall Common and Kiosk Coltishall Common	Negative	Over the years we have brought the properties into the condition they are in now and we intend to keep doing this we therefore do not wish to be put forward for adoption	n/a	No plaque award scheme
<b>Horning</b>				
Plot 24	None	n/a	n/a	n/a
Plot 26	None	n/a	n/a	n/a
Plot 28b	Positive	Verbal support for the proposal and confirmed the plot number	Officer updated plot number	n/a
Birch and Jada	Positive	Welcome the inclusion. Some alterations to the survey sheet are required regarding number of units, integrity and piling, social value and some additional information on historical association	Officers updated survey sheet in accordance with recommendations	n/a
Bonnington	Positive	Gave a brief history and welcomed the initiative	Officers updated survey sheet with the additional information gained	n/a
Romany	None	n/a	n/a	n/a
Garden House	None	n/a	n/a	n/a
Ashcroft	None	n/a	n/a	n/a

Heron Lodge	None	n/a	n/a	n/a
Langton	Positive	Gave a brief history and highlighted error on the survey sheet with regard to the name of the property and shingles	Officers updated survey sheet in accordance with recommendations	Support the plaque scheme
Box End	None	n/a	n/a	n/a
Willow Fen	None	n/a	n/a	n/a
Harnser Lodge	Positive	No objection	n/a	Welcome the opportunity to display a plaque
Wiluna	None	n/a	n/a	n/a
The Dutch Cottage	None	n/a	n/a	n/a
<b>Hoveton</b>				
Leisure Hour	None	n/a	n/a	n/a
The Beehive	Positive	Verbal support	n/a	n/a
Saltash	None	n/a	n/a	n/a
<b>Hickling</b>				
Whiteslea Lodge	Neutral	Concerns over inclusion regarding- making people aware of the importance will draw attention to the property which is with a remote and vulnerable location- the present wording of the survey sheet makes it appear to be open to the public which it is not the case. More information was given regarding the background and history. We do our best to maintain the property but if the public are more aware of the property this will make maintenance more difficult. I hope the wording can be tempered if the lodge has to be included. I am not sure it falls within the definition of a waterside chalet	Officer amended survey sheet in accordance with requests	n/a
The Holt and Boathouse	None	n/a	n/a	n/a
The Eel Sett	Positive x2	Broads Society- Very pleased to support the scheme Other interested party- very much in favour of inclusion	n/a	Broads Society- Not in support of the plaque scheme
The Studio	None	n/a	n/a	n/a
Green day hut (Turner's Hut) and Green Boathouse	Negative	Official request for the removal of the two buildings from the Local List- Aggrieved as the Broads Authority are undertaking bank protection works to other areas of the Broads and not in front of Turner's hut and the boatshed. The edge of the broad is now very dangerous. The Broads Authority should put markers up as the site is very dangerous a risk assessment should be undertaken and sent. As the bank protection is	n/a	Does not need a plaque or certificate or registration to make it any more special or worse than people think

		not being undertaken Turner's Hut is not of enough importance to protect. Does not want Tuner's Hut becoming one of a number or judged. The lawn is ruined; the pond is silted up and from the main Broad does not look its best. Concerns over trespass and vandalism. Turners Hut buildings are of a non-standard construction, may contain asbestos, many items are not period correct, construction of eaves, facias, windows and doors do not comply with current building regulations and there have been no visitors of importance.		it really is.
The Moorings	None	n/a	n/a	n/a
The Boathouse	None	n/a	n/a	n/a
<b>Irstead</b>				
Ice House	Positive	We consider the ice house a very good contender and will be quite stunning when the restriation has complete. Asked questions regarding the meaning of some of the statements on the survey sheet	Officer answered queries on survey sheet	Is a good idea, plaques should be engraved metal and fixed on the outside in a prominent position, although the properties will not be open to viewing without permission of the owners
<b>Martham</b>				
Winsome Meed	Positive	I am happy for the chalet to be brought forward for inclusion. Offered additional historic information and requested alterations to the survey sheet with regard to inaccuracy over the name, the porch and the condition	Officer updated survey sheet with additional information	I would be happy to display a plaque on the property
<b>Oulton Broad</b>				
Thatch End	None	n/a	n/a	n/a
<b>South Walsham</b>				
Cygnus Boathouse	None	n/a	n/a	n/a
The Boathouse 1a	None	n/a	n/a	n/a
The Loft	Positive	Provided brief history	Officer updated survey sheet with	n/a

			additional information	
<b>Thurne Dyke</b>				
Time and Tide	Postive	Verbal support	n/a	n/a
Bishop's Mill Bungalow	None	n/a	n/a	n/a
<b>Thurne/Potter Bungalows</b>				
Sukie	None	n/a	n/a	n/a
Idleways	None	n/a	n/a	n/a
			Officer updated survey sheet with additional information	
Dutch Tutch	Positive	Gave additional information and history	n/a	
Rosemary Cottage	None	n/a	n/a	n/a
64 (Towerview)	None	n/a	n/a	n/a
			Survey Sheet altered in accordance with advice	
Mill View	Positive	Support inclusion. Please amend survey sheet to include the chimney	n/a	
Down River and Garden Structure	None	n/a	n/a	n/a
			Officer responded directing the owner to the correct Authorities regarding some of his concerns	
Thatched Cottage with boathouse	Negative	Why? The Local Authority keeps a close eye on changes, the Thurne Management Company does an excellent job at maintaining standards, most have plastic double glazing, hardly original, Great Yarmouth Borough Council have stopped collecting waste, waste of money on the flood defences, so much public money being wasted on poorly planned schemes and complaint over the cost of licence for two canoes	n/a	

Mands	None	n/a	n/a	n/a
<b>Wroxham</b>				
Southover	Positive	No objection	n/a	Supports plaque scheme
Closeburn	None	n/a	n/a	n/a
High House	None	n/a	n/a	n/a
Cobwebs and Waterside	Neutral	Do have reservations and concerns regarding additional controls that may be brought about as a result of the process. Did have concerns regarding the nomination process and asking people to nominate properties as the process is subjective. We have saved the property from dereliction and are very proud of it and flattered that people believe it is worthy of inclusion. Asked questions regarding the statements within the consultation letter. There are concerns with some wording on the survey sheet with regards to the chimney, the linking of the properties, the age and level of integrity. Do understand the sentiment however and wish to support.	Answered questions on the consultation letter and made alterations to the survey sheet as requested	n/a
Greenbanks	Positive	Asked for incorrect information to be altered on survey sheet- no upvc, no use of word chalet. Gave brief history. Did express concerns over privacy and dissemination of information on property	Survey sheet altered in accordance with advice	Would not like plaque, would not like this to draw attention to the property
Ennerdale	None	n/a	n/a	n/a
The Glade	None	n/a	n/a	n/a
Staithecote	None	n/a	n/a	n/a
Sheerwater	Positive	Verbal support for the proposal	n/a	n/a