

Planning Committee

08 November 2019

Agenda item number 13

Heritage Asset Review Working Group - role and membership

Report by Head of Planning

Summary

This report summarises the role of the Heritage Asset Review Working Group (HARG) and invites appointments to HARG from the Planning Committee.

Recommendation

To note the report and to confirm the membership of the HARG.

1. Introduction

- 1.1. One of the Broads Authority's three purposes is to conserve and enhance the natural beauty, wildlife and cultural heritage of the Broads. This is set out in Section D of the Broads Plan (2017), and policies to achieve this are included in the Local Plan for the Broads (2019). The Authority's current annual strategic priorities include the delivery of the Water, Mills and Marshes Landscape Partnership Scheme. This is a wide-ranging project covering many of the Authority's objectives, but with a particular focus on conserving landscape character and enhancing the area's cultural landscape.
- 1.2. Since March 2010, the Authority has had a Heritage Asset Review Member Working Group (HARG), set up by members of the Planning Committee to guide officers in the protection of heritage assets. Initially, its main purpose was to address the high number of Buildings at Risk identified in a survey at that time, but it has subsequently proved a very useful mechanism for informal and collaborative working between officers and members on all aspects of the historic environment. It has addressed specific and detailed issues about the cultural heritage of the Broads and has also been helpful in progressing the implementation of Water, Mills and Marshes. Reporting back to the Planning Committee provides a formal and appropriate level of scrutiny for the Group's work.

2. Membership

- 2.1. HARG's membership comprises members of the Planning Committee, including the Chair and Vice Chair, and four other members. Other Planning Committee members are also welcome to attend.
- 2.2. The most recent appointments to HARG made at the Planning Committee in December 2018 are shown in Table 1.

Table 1:

HARG Membership 2018/19

Member	Representing
Melanie Vigo di Gallidoro	Chair of Planning Committee
Bruce Keith	Vice-Chair of Planning Committee
Mike Barnard	Planning Committee member
Jacquie Burgess	Planning Committee member
Bill Dickson	Planning Committee member
Haydn Thirtle	Heritage champion

- 2.3. In view of the subsequent changes to the Planning Committee membership, it is necessary to appoint new members to HARG.
- 2.4. In 2019 HARG met in response to specific issues only. However, it is proposed to re-introduce quarterly meetings so that members can be better involved and informed about the progress of the projects and strategies around the historic environment.
- 2.5. The Group is an advisory body and the terms of reference are at Appendix 1.
- 2.6. The next meeting is scheduled for 6 December 2019 following the Planning Committee meeting.

3. Role of the Group

- 3.1. The purpose of HARG is to provide guidance and direction on specific heritage issues. It can be proactive and develop strategies, such as for a building at risk. It can also advise where enforcement action might be appropriate, for example where unauthorised work to a listed building has taken place.
- 3.2. The Group is particularly useful in planning and prioritising the review of appraisals and management plans for existing and new Conservation Areas.
- 3.3. The Group monitors the local list to ensure consistency and inclusion is justified. This is prior to adoption by Planning Committee and is a continuing process.

- 3.4. The Group helps to explore and advise appropriate partnership working and external funding opportunities to maximise positive impact on the Historic Environment. It also provides guidance on communicating advice to owners to achieve the maximum impact and benefit to the Historic Environment.
- 3.5. The Group has also advised on the development and progress of the Water, Mills and Marshes project.

4. Financial implications

- 4.1. There are potential financial implications associated with the use of statutory notices to protect historic assets. Similarly, there are financial implications in taking enforcement action, in preparing a List of Locally important Heritage Assets and in the preparation and publication of guidance for owners. These are reported on a case-by-case basis.

5. Conclusion

- 5.1. HARG addresses specific and detailed issues relating to the historic environment in the Broads, reporting to Planning Committee. To continue to address and progress these issues, input from members is still required.
- 5.2. The Planning Committee is asked to consider the membership of HARG and appoint members to the Group for 2019/20.

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Background papers: Previous report

[Broads Plan](#) objectives: Section D

Appendix 1 – Role and terms of HARG

Appendix 1

Heritage Asset Review Member Working Group: Role and terms of reference

Role

The role of the Heritage Asset Review Member Working Group ('the Working Group') is to advise Broads Authority officers on cultural heritage matters. This may include authorisation of the serving of Urgent Works and Repairs notices, Building Preservation notices and Enforcement notices. The designation of new Conservation Areas, and the adoption of re-appraisals and management plans for existing Conservation Areas, will continue to be reported to the Authority's Planning Committee for decision.

These matters are delegated to officers, specifically in the case of urgency when the delegated powers might be exercised after consultation with the Chair or Vice-Chair of Planning Committee. It is not proposed to alter this arrangement.

Terms of Reference

The Working Group is asked to look at cultural heritage matters with a view to:

- Protecting heritage assets identified as being 'at risk' and prioritising and taking appropriate action to achieve their protection; developing and adopting a strategy for their long/medium/short-term future, including heritage assets at risk from climate change; and developing and approving the publication of advice to owners of heritage assets.
- Developing and adopting criteria for the preparation of a list of locally important heritage assets; and developing and adopting a strategy for their long/medium/short term future, identifying where and what changes of use might be appropriate to secure the future of the asset.
- Considering, where necessary, appropriate enforcement action against unauthorised works to protected structures.
- Considering appropriate methodology for the preservation and enhancement of designated conservation areas in the Broads Authority Executive Area. Considering re-appraisals and boundary changes to existing Conservation Areas and the designation of new Conservation Areas in the Broads Authority executive area, including Landscape Character Assessment work.
- Exploring opportunities for partnership working with other organisations and agencies (including English Heritage and National Park Authorities) involved in the Historic Environment, and opportunities for external fundraising.

Reporting

The Working Group meets quarterly and reports to the Broads Authority's Planning Committee.