

**Heritage Asset Review Working Group
Review of Role and Membership**
Report by Historic Environment Manager

Summary: This report provides a reminder of the role of the Heritage Asset Review Group (HARG) and invites the appointments to HARG from Planning Committee.

Recommendation: Members are invited to note the report and to confirm the Membership of the Working Group.

1 Introduction and Background

- 1.1 One of the three main purposes of the Broads Authority is to conserve and enhance the natural beauty, wildlife and cultural heritage of the Broads and this is referred to in Section D of the current Broads Plan 2017. The Broads Authority Strategic Priorities includes the successful delivery of the Landscape Partnership Scheme: Water Mills and Marshes, a wide-ranging project covering all the Authority's objectives but in particular conserving landscape character and enhancement of the area's cultural landscape.
- 1.2 In March 2010, The Planning Committee agreed to set up the Heritage Asset Review Member Working Group (HARG) to guide officers in the protection of Heritage Assets in particular the high number of Buildings at Risk that were identified in a survey at that time. The first HARG meeting was on 26 March 2010 and it has subsequently met 23 times.
- 1.3 HARG is very useful for informal and collaborative working between officer and members on all aspects of the Historic Environment. Reporting back to the Planning Committee provides a formal and appropriate level of scrutiny for the work of the group.
- 1.4 The Group is useful in addressing specific and detailed issues about the cultural heritage of the Broads and has also been helpful in progressing the implementation of the Landscape Partnership Scheme, Water Mills and Marshes.
- 1.5 HARG's Membership comprises Members of the Planning Committee including the Chair and Vice Chair, and four other Members. Membership of the Group is not exclusive as other members of the Planning Committee are welcome to attend. In light of the changes to the membership of the Planning Committee since the last HARG meeting in March, the Membership is as follows:

Melanie Vigo di Gallidoro *Chairman of Planning Committee*

Bruce Keith *Vice-Chairman of Planning Committee*

Mike Barnard Bill Dickson

Jacquie Burgess Haydn Thirtle *Heritage Champion*

- 1.6 It was originally intended that HARG meet every four months but this has depended on business required. Since the panel was set up, good progress has been made to reduce the number of buildings on the Buildings at Risk Register, and therefore there has not been the need to meet so frequently. The work on the 25 Conservation Area Re-Appraisals has also been successful with only two now due for completion. The Group has also given advice on the inclusion of buildings/artefacts on the Local List and this is very useful. Meetings of HARG take place immediately after Planning Committee. The terms of reference are attached at Appendix 1.
- 1.7 The Group is an advisory group only. The next meeting is scheduled for 7 December 2018 following the Planning Committee meeting.

2 Role of the Group

- 2.1 The purpose of the group is to provide guidance and direction on specific heritage issues. It can be proactive and develop strategies; for example, for a building at risk.
- 2.2 The Group can also advise where Enforcement action might be appropriate; for example where unauthorised work to a listed building has taken place.
- 2.3 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.
- 2.4 The Group is particularly useful in planning and prioritising the review of appraisals and management plans for existing and new Conservation Areas.
- 2.5 The Group helps to explore and advise appropriate partnership working and external funding opportunities to maximise positive impact on the Historic Environment.
- 2.6 It also provides guidance on communicating advice to owners to achieve the maximum impact and benefit to the Historic Environment.
- 2.7 The Group will also advise in the development and progress of the Mills and Marshes partnership project.

3 Financial implications

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

4 Conclusions

- 4.1 The HARG group addresses specific and detailed issues relating to the Historic Environment in the Broads reporting to Planning Committee as required. In order to continue to address and progress these issues, the input and approval of Members is still required.
- 4.2 The Committee is requested to approve the membership of the Group.

Background papers: None

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Appendices: APPENDIX 1 – Role of the Working Group (Adopted by Planning Committee)

Role of the Working Group

The role of the Working Group is to advise officers on those issues, which could include authorisation of the serving of Urgent works and Repairs notices, Building Preservation notices, Enforcement notices. In the case of designation of new Conservation Areas and adoption of re-appraisals and management plans for existing Conservation Areas, these will continue to be reported to the Planning Committee for decision.

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

Working Group Terms of Reference

The group is asked to look at the issue of Cultural Heritage 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. This includes 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 in order 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 (English Heritage other national parks etc) involved in the Historic Environment and also opportunities for external funding.

Reporting Mechanism and meeting frequency.

The working group meets up to three times a year as business requires and reports to the Broads Authority Planning Committee.