

Local List Guidance Notes

What is a Local List?



Many of the city's most significant historic buildings and heritage assets are protected either by national listing, such as Listed Buildings, Scheduled Monuments or Registered Parks and Gardens or due to their location, such as being in a conservation area. However, many more significant buildings, historic landscapes and archaeological remains (such as the Former White Swan Public House to the left) are not formally recognised, meaning they are at risk of

being overlooked and being lost through demolition.

Local Lists help highlight key heritage assets, which showcase the city's history, providing a link to its unique past. Local Lists differ from national schemes as they draw attention to assets that are special because they are locally important.

Why do we need a Local List?

The Government requires in its National Planning Policy Framework 2018 that the City Council takes the impact of development on non-designated heritage assets (those on a Local List) into account when determining planning applications. The accompanying National Planning Policy Guidance States, *"Local lists incorporated into Local Plans can be a positive way for the local planning authority to identify non-designated heritage assets against consistent criteria so as to improve the predictability of the potential for sustainable development"*. Nottingham City Council's Local Plan states, *"The Council will produce and maintain a list of non-designated heritage assets and set out the criteria for their identification."*

The Nottingham Local List will give everybody certainty about what is of Local Heritage Significance as well as enabling citizens to say what is important to them in their neighbourhood. The adopted Nottingham City Council criteria for the Local List of Heritage Assets provides a robust basis for assessing whether something should be added to the Local List. This helps inform planning decisions as well as identifying heritage issues at the earliest possible stage in the planning process.

Even where a non-designated Heritage Asset is placed on a Local List it generally does not have an extra level of protection in planning terms than any other property (unless it is situated in a conservation area). In particular, the demolition of a non-designated Heritage Asset would normally be permitted under a prior notification process. For this reason consideration will be given to the making of Article 4 Directions, which would require planning permission for the total demolition of a Locally Listed building.

In December 2016 and January 2017 Nottingham City Council consulted Citizens on whether we should have a Local List in Nottingham. 98% of the 83 respondents thought that NCC should have a Local List. In addition 95% of people thought that Nottingham City Council should use our planning powers (Article 4 Directions) to require planning permission for the demolition of a Locally Listed Heritage Asset.

What can be added to the Local List?

Applications can be made for historic buildings, structures, archaeology and parks and gardens. There are published criteria approved by the City Council that need to be met for a nomination to be added to the Local List. This gives a solid basis for making reasonable decisions. To be historic we recommend nominations need to be more than 20 years old, although younger examples of exceptional architecture will be considered.

What does it mean if my house is added to the Local List?

First, being added to the Local List recognises the historic importance of your home. Potentially in the future an Article 4 Direction might be applied that would require you to apply for Planning Permission to totally demolish your home. Other than that the significance of your home would be taken into account in any planning decisions about your home. If you are unsure if the changes you would like to make require planning permission contact the Planning Team at

<https://www.nottinghamcity.gov.uk/information-for-business/planning-and-building-control/planning-applications/do-i-need-planning-permission/> or:

Planning
LH Box 5
Loxley House
Station Street
Nottingham
NG2 3NG
Tel: 0115 876 4447
planning@nottinghamcity.gov.uk

Does the Local List give an extra level of protection?

By itself the Local List designation does not give any extra protection to a Locally Listed Heritage Asset apart from the significance of the asset should be taken into account in planning decisions. If an Article 4 Direction is applied planning permission would be required for the total demolition of a Locally Listed Building.

What is the process of something being added to the Local List?

The Nottingham City Council Approved Process for adding something to the Local List is:

1. Online Application Process – detailing:
 - **Significance:** *identifying the significance of the historic building, archaeology or park and garden*
 - **Location details**
 - **Administrative information:** *may include Parish, District and County details*
 - **Photographs**
2. Application risk assessed to determine whether it needs to be assessed as a matter of urgency by the Selection Panel or whether it can be considered at the next quarterly meeting of the Panel
3. Selection Panel comprising of City Council Heritage Officers, Nottingham Civic Society and Community Heritage Representative assesses the application against the selection criteria for the Local List with the possible need of a site visit to assess significance as well as assessment of the requirement of an article 4 direction.

4. 28 Day Consultation - Owner and Applicant informed of selection process and implications of local listing through guidance. Consultation with local stakeholders, such as ward councillors, businesses and heritage organisations and publication of notices.
5. Application and results of consultation referred to Portfolio Holder to determine whether the Asset be included in the Local List or rejected and if Article 4 Direction should be made. The Asset will be add Nottingham Insight Mapping for which the link can be found at <https://www.nottinghamcity.gov.uk/information-for-business/planning-and-building-control/building-a-better-nottingham/heritage-regeneration/nottingham-local-list/> .
6. Applicant and owner informed of decision and reasons for designation or rejection.
7. If Article 4 Direction required the relevant Direction will be made, notified, published and confirmed in accordance with the procedure in Schedule 3 of the Town and Country Planning (General Development Procedure)(England) Order 2015
8. Annual review of the Local List to assess whether any assets should be delisted with removal of article 4 directions.

Who are the Selection Panel?

The Selection Panel includes City Council Heritage Officers (Conservation Officer and City Archaeologist), Nottingham Civic Society and a Community Representative. This ensures that decisions are based on a full appreciation of the history of Nottingham.

Who decides if something should be added to the Local List?

After assessment by the Selection Panel and consultation the decision whether to add something to the Local List is made by the portfolio Holder for Planning, Housing and Heritage.

Will this stop me changing my property?

Only if you require planning permission for the change or if an Article 4 Direction is applied and you wish to totally demolish the property. With your home the majority of changes that you would like to do to improve your property do not and will not require permission if you building is added to the Local List. It will only be considered for larger changes to your property that already require planning permission. If you are unsure if the changes you would like to make require planning permission contact the Planning Team at <https://www.nottinghamcity.gov.uk/information-for-business/planning-and-building-control/planning-applications/do-i-need-planning-permission/> or:

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How can I apply to add something to the Local List?

The application form to nominate something for the Local List is available here <https://www.nottinghamcity.gov.uk/information-for-business/planning-and-building-control/building-a-better-nottingham/heritage-regeneration/nottingham-local-list/>