

DRAFT LIST OF LOCALLY LISTED HERITAGE ASSETS ‘THE LOCAL LIST’

Executive Summary

In 2021, an opportunity arose for local authorities to create or renew lists of locally listed heritage assets or ‘Local Lists’, which was part of the Government’s ‘Build Back Better’ initiative. Woking has benefitted from funding awarded to Surrey County Council to undertake a review of its existing Local List, which was last updated in 1998. Work has been undertaken by officers at both the County Council and Woking Borough Council to produce a draft version of the new Local List, which is now ready to be consulted on. Once adopted, the Local List will become a material consideration in planning decisions, with assets on the list benefitting from a level of protection afforded through planning policy. This will aid in the protection of non-designated heritage assets that fall short of the requirements for statutory listing.

Recommendations

The Executive is requested to:

RESOLVE That

the contents of the draft Local List be considered and approved for public consultation in the Autumn/Winter of 2024.

Reasons for Decision

Reason: To give the public and those affected by the proposals the opportunity to comment on the document and for their comments to be considered before the Local List is adopted.

The Executive has the authority to determine the recommendation(s) set out above.

Background Papers:	None.
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1.0 Introduction

- 1.1 The Council currently has a list of locally listed heritage assets or ‘Local List’ contained in a document titled ‘The Heritage of Woking’, which is a material consideration to be taken into account in plan-making and decisions on planning applications. The Council first produced a Local List in 1992, which was then updated in 1998 to include some additions.
- 1.2 Given the long period of time since the last update, the Local List would benefit from revision and reassessment to bring it up to date, and also to gain a better understanding of the heritage significance of the assets contained on this list. It functions as a useful tool to record and identify the Borough’s non-designated heritage assets, which fall short of the requirements for statutory listing. Assets on the list benefit from a level of protection afforded through planning policy.

2.0 Bid for funding and role of Surrey County Council

- 2.1 The Local List project started at the beginning of 2021 with the Government’s ‘Build Back Better’ initiative, which proposed to fund the creation and/or revision of ‘Local Heritage Asset Lists’, subject to a bidding process.
- 2.2 Surrey County Council approached all the districts and boroughs throughout the county to ascertain whether any local authorities would be interested in participating. Woking’s Planning Policy Team took the opportunity to express an interest, along with five other authorities. Following the announcement of a successful bid on 2nd February 2021, Surrey County Council was granted funding to appoint two officers into their Historic Environment team to lead on the project.
- 2.3 The first key milestone of the project took place between October and November 2021. This consisted of a public consultation, which allowed people to nominate potential heritage assets to be considered for inclusion on the updated list. This led to over 150 potential assets being nominated in Woking Borough, in addition to those on the existing List, with over 900 nominated countywide.
- 2.4 Upon closure of the nominations consultation, work began on assessing all nominated and existing assets for each participating borough against revised criteria that was agreed by the County Council and participating boroughs, which reflects best practice set out in Historic England’s guidance note on Local Heritage Listing – ‘HEAN 7’. The process to review all the assets for consideration was lengthy and involved liaison with Woking throughout, with extensive research required by the appointed officers to assess the historical significance of each asset.

3.0 Woking’s role in the project

- 3.1 Following the completion of Surrey County Council’s work, the Local List project was handed over to Woking in early 2023, although officers at the County Council still offer guidance and help when required. Work undertaken by Woking has primarily involved a review of the recommendations put forward by the County Council and formation of the information into a document. Additional tasks have included (though not limited to) taking photographs, producing maps where necessary and producing accompanying guidance relevant to Woking’s planning context.
- 3.2 It is now Woking’s responsibility to take the Local List through the necessary procedures to adopt the document, which will be used as a material consideration in planning decisions, where locally listed buildings are affected by development proposals requiring planning permission. It will also form part of the evidence for the emerging local plan and for the borough design code.

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4.0 The draft Local List

- 4.1 Assets already existing on the Local List are mostly proposed to be retained, however there are a number of existing assets which are proposed for deletion where these do not meet the criteria, have subsequently been given nationally listed status (by Historic England) or where they have been demolished – these are listed in an appendix to the main document. In addition to this, there are a number of assets proposed for inclusion that have primarily come forward through the public nominations consultation.
- 4.2 The Council’s current Local List is predominantly limited to assets comprising buildings, however the new criteria allows for a range of asset types to be considered for inclusion, such as gardens, landscapes and structures.
- 4.3 The draft list contains an introduction setting out the purpose of the document and the value of heritage assets, differentiating between non-designated and designated assets. It then sets out the planning policy context and advice for applicants, owners and custodians who are affected by the ‘locally listed’ designation.
- 4.4 Before the list begins, the selection criteria are presented in a table, which is followed by some advice on how to navigate the document and search for assets on the list.
- 4.5 Each asset on the list contains the following:
 - Asset name and reference number
 - Asset type
 - Name of conservation area (if applicable)
 - Description of the asset
 - An assessment of the asset’s heritage significance (assessed in line with the criteria)

There is also an appendix at the end of the list containing maps for assets that span a wide area.

5.0 Corporate Strategy

- 5.1 The Local List supports the objectives of the Council’s Corporate Strategy (2022 – 2027) to achieve healthier and engaged communities. The initial nominations consultation was a useful engagement exercise, which gave residents the opportunity to put forward heritage assets they feel are worth protecting. Once adopted, the Local List will aid in the protection of Woking’s historic environment, leading to a better understanding and appreciation of the town’s distinct history and identity for future generations to enjoy.

6.0 Implications

Finance and Risk

- 6.1 None for the purposes of this report.

Equalities and Human Resources

- 6.2 There are no equalities and human resources implications for preparing the Local List.

Legal

- 6.3 Whilst the Local List has no formal legal standing nonetheless once adopted it will become a material consideration in planning decision making.

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7.0 Engagement and Consultation

- 7.1 The Local List is now in a sufficient draft form. Given that the document will become a material consideration in the planning process, the content and associated proposals must be consulted on with relevant stakeholders, interested parties and those who are directly affected by any changes.
- 7.2 Consultation material will be hosted on the Council's website, which will be signposted to through the Council's communications. The consultation will be communicated via a variety of methods including press releases, social media and letters to those who are directly affected by the proposals.
- 7.3 The consultation period will run for 6 weeks, taking place in the autumn/winter of 2024.

REPORT ENDS